

**UNITED NATIONS DEVELOPMENT PROGRAMME
BDP/EEG - MISSION REPORT SUMMARY**

Date: 6 Oct. 2014



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Approved Mission Itinerary:
BKK-Phnom Penh -BKK

List of Annexes:

Inclusive Travel Dates:
25-26 Oct. 2014

Key counterpart(s) in each location:

- CMB: UNDP CO (Moeko Saito-Jensen)
- CMB: Secretariat staff (Kimhy Lun)
- CMB: RGC (Long Rattanakoma; Heng Hong)

Purpose/Objectives of Mission

To prepare options report for allocation of incentives

Context

Under Output 2.3 of both the UN-REDD Programme and FCPF project, one of the activities is the development of a system for allocation of incentives under REDD+ in Cambodia. Originally a team of one international and one national consultant was recruited to develop options. However, the contract of the international consultant was cancelled, with the work being taken on by a team including the RTS, CO, and APRC.

In order to finalize an options paper, a one-day meeting was organized to review the various inputs completed to date, and agree on future actions.

Summary of Mission Activities/ Findings

The plan of action agreed during the meeting was:

- Proposed date for the workshop is **31 of October (Friday)**
- Since the issues of national fund and AOI are interrelated, concept notes for these two national workshops will be combined (to be done by Boyle)

Actions plans

- By October 1st (Wed)
 - Boyle to finalize the technical paper incorporating inputs from Koma's report
 - Boyle to combine two concept notes into one
 - Once concept notes are finalized, Thida to book a venue
- By October 10th (Fri)
 - Moeko to complete a final revision of the technical report on AOI
 - Boyle/Moeko to prepare an executive summary (5-8 pages)
 - Pheakkdey (can I ask you to help review and revise the above two?)
- By October 14th (Tue)
 - Koma to prepare presentation slides for experiences from Cambodia (both in Khmer and English)
 - Boyle to prepare presentation slides for the session on options for allocation of incentives
 - Moeko to prepare presentation slides for session on intro and experiences internationally (with inputs from Boyle)
- By October 16th (Thu)
 - Heang to translate presentation slides (prepared by Boyle and Moeko) into Khmer
 - An UNDP translator to translate presentation slides prepared by Berta into Khmer (unless anybody from the RTS volunteers)
 - Koma to check Khmer translations
 - Pheakkdey to translate executive summary of the AOI report into Khmer
- By October 17th (Fri)
 - Kimhy to send out invitations to participants with the attachment of the following documents
 - Invitation letter with objectives and agenda
 - All presentation slides (in Khmer)
 - Executive summaries of two reports (in Khmer)
- On October 24th (Fri)

- Koma and Hong to convene a TT meeting to review contents of the workshop and its logistic arrangements

Follow up actions:

- As described above. Boyle's responsibilities for Oct. 1 and Oct. 10 completed by Oct. 1

Distribution List:

- Tim Clairs, UN-REDD UNDP
PTA