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1. Practice area: BPPS, Sustainable Development and Resilience Cluster	
2. Mission period (incl. of travel days) From: 13 – 18 September	
3. Type of mission: Technical backstopping	4. Clients UNDP/UN-REDD Vietnam CO and National PMU staff
5. Purpose of mission Attend UNTT meeting; advance engagement with CSO and EM PEB members; REDD+ Academy	6. Documents, materials, resources Concept note to clarify the roles of CSO and EM PEB members
7. Mission member Celina Yong	8. Costs UNDP/UN-REDD Vietnam CO budget

9. Brief summary of the mission

The first national REDD+ Academy was launched, with constructive recommendations from national trainers for national academies in other countries.

The CSO and EM PEB members agreed to the roles, responsibilities and support outlined in an explanatory note.

More work is required to ensure the upcoming field tests for GRM will be able to address, minimize and resolve grievances arising from the implementation of the NRAP, PRAPs and SiRAPs. Correspondingly, SiRAPs require clear conditions leading to results that will address province-specific drivers.

9.a Findings

4th UN Technical Team Meeting

- One of the key discussion point was conditionality, and the need to differentiate between types of conditionality: implementation and performance-based. The former is commonly understood to enable the communities to fulfil the terms of agreement and are generally provision of equipment and covering capital costs, i.e., a motivation to take action, while the latter is linked directly to results achieved.
- The consensus was to ensure the SiRAPs in development contain conditions to incentivise performance.
- The term CSO and NGO need to be clarified based on national definition to ensure the right constituencies and needs are represented in the Programme. It also has bearing on the proposed Independent Monitoring Board.

Grievance Redress Mechanisms

- A report prepared by DEPOCEN, based on provincial consultations and desk review, proposed testing a Technical Support Group (TSG). However, its impartiality, sustainability are questionable, and anticipated REDD+ related grievances from developing and implementing the SiRAPs and PRAPs non-existent. It was also unclear how, which components and the extent to which a linked system: commune, district, provincial and national levels, will be strengthened.
- As a next step, DEPOCEN will review the report, and revise proposed testing parameters based more closely on the joint FCPF/UN-REDD GRM guidance.

CSO and EM PEB Members

- A brief was produced to clarify the roles of PEB members and types of support the PMU can provide to ensure Mrs Hop and Mrs Truong, can function more effectively as CSO and EM PEB members respectively. The PMU decided to place a limit of \$10,000 as support for activities, with opportunities for these members to submit proposals for more funding, based on mutually identified priorities of the Programme and the civil society.

- In a discussion with Mrs Hop, CSO PEB member, NPD Mr Thon, NPC Mr Huu Dung, the PMU agreed to provide a letter introducing Mrs Hop to the PPMU and provincial authorities. This credential will allow Mrs Hop to establish closer contact with provincial civil society and NGOs.
- There were mismatched expectations between both parties regarding funding support for her role as CSO PEB member, arising from the PMU's initial reluctance to set a cap for support. As a result, Mrs Hop had submitted a proposal of \$300,000, primarily for awareness raising activities, developing policy briefs, but with weak connection to the substance in the Programme. Various earlier attempts were made by the PMU to rectify this issue without success. It was agreed that Mrs Hop will not request for funding, but will raise her own funds for greater independence.
- Mrs Truong agreed to use the funding to conduct 2 events, to be conducted before the end of 2015, to strengthen the EM Network: develop internal rules for the EM, strengthen monitoring skills and develop basic understanding of their rights.

REDD+ Academy

- Constructive comments were received to improve both the presentations and group work for modules on safeguards and SiS; stakeholder engagement; and good governance. As translating abstract terminologies from English to Vietnamese is a challenge, the key recommendation was to simplify the concepts and group work instructions.
- It was also recommended that exercises for applicable modules are linked to create a cohesive justification, e.g., linking the benefits and risks analysis for each safeguard to policies and measures.

9.b Results achieved (key outputs)

- Revised proposal to test GRM

9.c Expected outcomes and impacts

- CSO and EM PEB members supported to represent and provide their constituencies' inputs
- GRMs will be beneficial to both the Programme and FCPF

10. Key counterparts

- UNDP CO – Ngo Thi Loan
- National PMU – Thuy Nguyen and Mdm. Thoa

11. Follow up action matrix

Action to be taken	By whom	Expected completion date
Review report with GRM field testing parameters	Mdm Thoa, Ngo Thi Loan, Thuy, Celina	November 2015 or upon availability

12. Distribution list

UNDP UN-REDD

Concept note

Clarifying the role of CSOs and EM's representatives in Programme Executive Board (PEB)

Background

UN-REDD phase II programme in Viet Nam started in 2013 and is expected to end by 2018. The programme is funded by Norway, implemented through three participating UN organizations: FAO, UNDP and UNEP, and in national partnership with MARD.

The programme has 6 Outcomes promoting (i)National institutional capacity building, (ii)Demonstration at provincial level, (iii)Monitoring, Reporting and Verification, (iv)Benefit Sharing System, (v)Safeguards and (vi)Regional cooperation.

The design of Outcome 5 which is technically guided by Decision 1/CP.16 (2010) Cancun Agreements on Safeguards reflects all institutional supports for forest governance and participation of relevant stakeholders including Ethnic Minorities and CSOs.

The overall governance structure of the programme is also designed in the way that 02 representatives, 01 each for EM and CSOs participate as official members of Programme Executive Board (PEB) with roles and responsibilities regulated by the MARD's decision #1215/QD-BNN-TCCB dated 2nd June 2014. Remembering that these 02 representatives, on voluntary basis, among others, will have roles and duties to

- a. Jointly provide internal oversight of the implementation of the Programme according to the approved Programme Document (Article 7).
- b. Effectively representing their respective constituencies in the PEB (Article 8, clause (e)).

The Joint Coordination Group meeting in Dec. 2014 (with participation of VNFOREST and three UN agencies) has made further clarifications on what and how to support these members: *"These representatives could participate in development of program workplan, playing role as observers and be granted with some funding for research, training, consultative activities and establishment of a mechanism for them to gather genuine feedbacks on programme performance. PMU and UNDP would have further discussion on their submitted action plan to ensure their role of representatives of CSOs/ethnic minority is truly reflected, not as the role of consulting organization"*. JCG rejected the proposal to engage them as Co-Implementing Partners (CIP) of the programme to avoid conflict of interest as PEB members.

Specific roles of CSOs and EM representatives in PEB

Being able to effectively represent their respective constituencies require a workable, effective, timely and transparent *system for two-way information sharing and feedback*. All actions taken by these members should aim at answering the following questions:

- i. How are relevant discussions, outcomes and decisions of the PEB communicated to the CSO and EM constituencies?
- ii. How are the concerns, needs and priorities of the CSO and EM constituencies, in relation to Programme activities implementation, communicated to the CSO and EM PEB members?
- iii. What is a due diligent process that the PEB has in place to address relevant concerns, needs and priorities raised by CSO and EM PEB members and/or other PEB members?

Scope of work conducted by these 02 PEB members could receive financial support from the Programme

In line with their roles, the representatives of CSOs and EM could be supported by the programme for the following activities

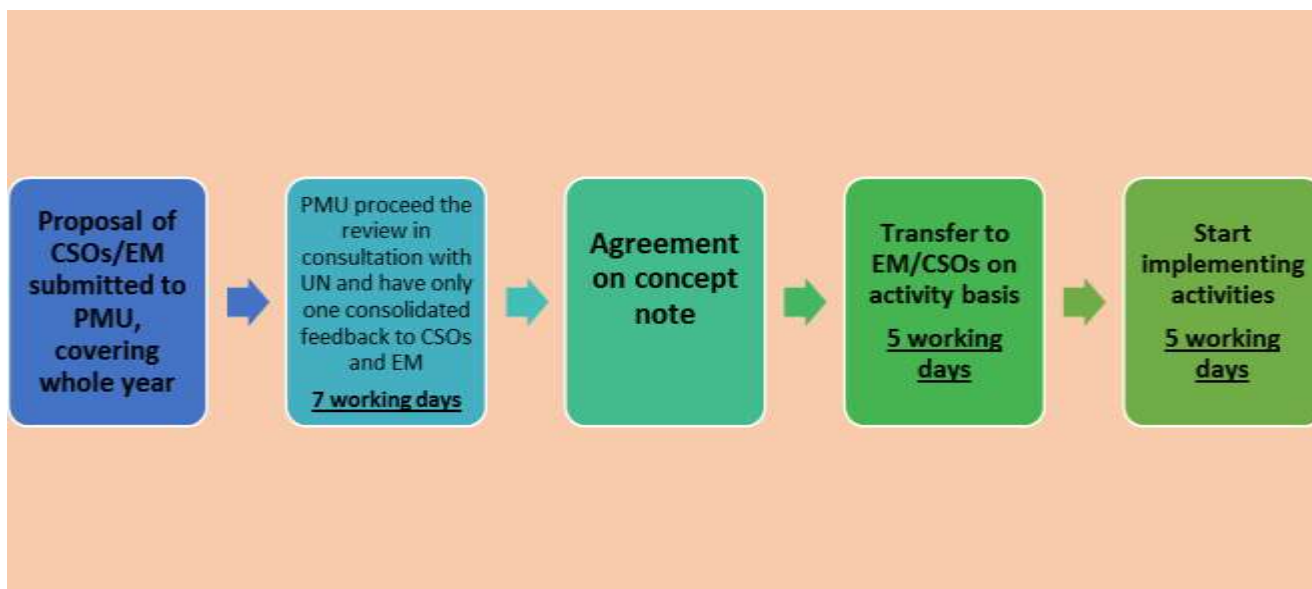
1. Organizing meetings with CSO and EM contacts or focal points in the 6 pilot provinces to discuss outcomes or decisions of the PEB and/or gather concerns of the constituencies.
2. Participating as observers in key selected activities of the Programme.
3. Identifying and prioritizing information, education and communications needs of the constituencies. Jointly developing materials or conduct targeted awareness raising on prioritized thematic areas with the Communications team in the PMU and PPMU.
4. Organizing national/regional consultation meeting, dialogues for verifying concerns/information collected from provincial level.

Mechanism for financial support

- Budget per year:
 - An amount of **usd10,000**¹ per year for each of the CSO and EM representative in the PEB will be allocated for them to perform Activity 1,2,3.

¹ The CSO and IP UN-REDD Policy Board representatives, for example, receives \$10,000 per year per person to fulfil their roles and duties as Policy Board representatives. For Viet Nam, the amount would have to reflect the magnitude of the Programme and how effective these representatives would need to be.

- For a part of Activity 3 relating to research work and Activity 4, additional funds could be considered basing on the detailed proposals submitted from these members.
- Types of items that could be financed:
 - Cost for organizing workshop: travel cost/DSA for participants, meeting room, tea break, fees for one facilitator (at consultancy rate where necessary) and few others can be paid as resource persons (with daily allowance).
 - Field visits: travel cost including DSA, daily allowance as resource person where necessary.
 - Research activities to gather more evidences elaborating the needs/concern of their representing groups (ACTIVITY 3): One lead researcher might be funded at consultancy rate while few others could be paid as resource persons.
 - Office work for reporting or similar: Only some daily allowances as resource persons will be financed.
- Work flow for financial support: PMU will assign one staff – one window to work with these two representatives. This person will be regularly in touch with EM/CSOs representatives to receive their proposals, to work with different units of PMU and to give feedbacks to these persons.



Expected information collection/feedbacks flow for PEB members representing for CSOs and EM

