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### Back to Office Report

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Date submitted 10.03.2015

1. Practice area : UN-REDD

2. Mission period (incl. of travel days)

From : 22 February to : 28 February 2015

3. Type of mission :

Scoping Mission to Nairobi and Lilongwe

4. Clients

UNDP Malawi, Malawi Department of Forestry

5. Purpose of mission

Operationalisation of TS/CNA and coordination of LPAC meeting

6. Documents, materials, resources

TS and CNA Document

7. Mission members

Marius Walter, Governance Assessment Specialist,  
Ela Ionescu, Regional KM Specialist

8. Costs

9. Brief summary of the mission

While Malawi has advanced its start-up phase of national REDD+ process with support of MNRP/USAID, the UN-REDD mechanism was requested to support specific element of the national REDD+ initiative. Building on the expertise of the UN-REDD agencies, namely UNDP, FAO and UNEP, the Government of Malawi has designed a Country Needs Assessment and detailed Targeted Support, two related capacity-building and scoping initiatives for the national REDD+ process.

The mission had two major objectives, 1) to hold Planning and Coordination Meetings with the UN-REDD regional team in Nairobi and 2) conduct a scoping mission to Malawi in order to operationally and technically prepare the TS and CNA implementation approved in December 2014. In Nairobi technical and strategic issues were discussed with the regional team, this related to the Malawi scoping mission and future outlook for Governance support to the region. The mission team (Marius Walter and Ela Ionescu) continued to Malawi to hold the LPAC meeting and attended a REDD+ Expert Group meeting, the national forum for REDD+ stakeholders in Malawi.

#### 9.a Findings

##### Nairobi

1. During the two-day stop over in Nairobi, several meetings with the regional UN-REDD team were held, particularly on the Malawi TS preparation. The Malawi pre-briefing held Monday 23/02/2015 at 2pm was attended by Josep Gari (RTA), Elsie Attafuah (RTA), Anne Martinussen (Regional SES) and Ela Ionescu (Regional KMS). Marius Walter briefed the meeting about expected outcomes of the mission, schedule and possible obstacles. The major issue discussed was the complex implementation modality of both, the TS and CNA, overlapping objectives and obstacles related to UN coordination. The meeting explored different options and scenarios, and suggested to discuss the issue with the CO and LPCA participants, with a recommendation of developing a Technical Assistance Plan for the TS and CNA.
2. The meeting discussed the wider REDD+ engagement in Malawi and spin offs of a REDD+ engagement, given the relatively little forest cover and high deforestation rate, its potential for reforestation and agroforestry. Forests and deforestation may not be a sector of high interest in the country either of development partners, the potential for REDD+ lays in its spin-offs for economic projections (i.e tourism, agroforestry). The TS and CNA are stand alone support initiatives for now, but the preparation for the National REDD+ strategy and capacity building for stakeholder engagement, strategy development, MRV's and the run-up for international negotiations (ie. GCF) are catalytic activities to assist the country in further pursuing its way to REDD readiness but also an integrated policy approach to CC and emission reducing initiatives.
3. Possible engagements and cooperation between the regional team and the governance assessments team were discussed with the Stakeholder Engagement Specialist (Anne Martinussen), the outgoing and incoming RTA (Josep Gari and Elsie Attafuah). With the forthcoming 2<sup>nd</sup> generation PGA approach and policy direction of creating better synergies between Governance, NS formulation, SIS and SE, the regional team is open to further discussion and early

engagements with Governance experts within the UN-REDD program. Possible ICA's are explore for Madagascar and Tunisia, but also Kenya will be a potential candidate for PGA.

4. A meeting was held with KM Specialist to discuss the Africa KM Framework, the implementation modality at the national level and how it can support in this case the TS and CNA in Malawi. The integration of KM needs into the ICA was reflected upon and how the outcome derived from ICA process can inform the development of the KM strategy by addressing key knowledge gaps. The Knowledge needs survey was discussed as a means to identify those knowledge gaps –designed to be administered during the mission.

### *Lilongwe*

5. The LPAC meeting for the TS ProDoc was held on 25 February in the UNDP Malawi CO and attended by high level Government officials, Members of Parliament, and the Parliamentary Committee on Natural Resources and Climate Change, Civil Society, Academia and other key stakeholders for REDD+. The meeting approved the document without major concerns and amendments. The discussion mainly focused on a) operational modalities, complexity of the UN support and the way how UNDP and FAO will effectively deal with these challenges; b) roles of Government in the process and c) participants stressed the importance of stakeholder outreach, engagement and regular consultation as crucial throughout TS implementation but also the broader REDD+ process in the country; d) there was a keen interest on how soon the funds are to be made available and what modalities are in place to be utilized in a timely efficient manner.
6. The mission team held a planning meeting with the Department of Forestry, the USAID implemented Program on Protecting Ecosystems and Restoring Forests in Malawi (PERFORM) and concluded on the following: 1) Operationalization of Technical Assistance for TS and CNA, formulation of an Technical Assistance Plan (TA-plan) until 6 March in order to minimize transaction costs, staff attendance and overlapping activities beyond the UN-REDD supported work-streams. The plan shall align to three broad work-streams, Land-use and Forest Governance, MRV's and awareness, communication and KM. 2) Number and sequencing of workshops and events during the TS/CNA period, linking events to clear thematic area, particularly the South-South event.
7. The mission team attended the national REDD+ expert group meeting on 26 February in Ufulu Gardnes, Lilongwe. The meeting was attended by 40-50 stakeholders from Government, Academia, Think Tanks, NGO's, CSO and private sector representatives. The mission team was invited to hold presentations on Governance for REDD+ and KM/Communication and outreach. The presentations were intended to build the capacity of the REDD+ expert group on terminologies, understanding of methods and tools applied by the UN-REDD program to deal with these specific issues which are core elements of the TS and CNA. It was also intended to enable participants distinguishing between the various activities currently implemented under the MRP, i.e study on drivers by LTS, Assessment of REDD+ coordinatino structre by PERFORM and how this relates to the larger program outcomes and medium-term goals. A survey was also conducted to assess the knowledge gaps and needs of the Expert group.
8. ON Friday 27 February the mission team held several planning meeting with the following counterparts:
  - 8.1. **George Phiri from FAO CO:** discussion on TA options and draft TA plan for the TS and CNA. FAO will provide technical and operational support to output 2 of the CNA (Capacity assessment and strategy roadmap) which is under UNDP lead;
  - 8.2. **UNDP Environment/CC cluster:** finalised the TS document after LPAC recommendations, agreed on procurement methods and consultants, Marius Walter briefed the technical team on TS SOP's, ATLAS set-up, GMS and reporting.
  - 8.3. **REDD+ Communication Group:** discusssion on the draft Communication strategy, sequencing of workshops and events under TS and CNA, South-South exchange visit to Africa and potentialyl Asia, launching of a community of practice at the national level during the inception workshop, and REDD+ Academy-selection of trainers for the academy as well as determining the need/capacity for holding national level academy trainings. It was agreed that the regional UN-REDD team will provide input into the second draft of the communication strategy by end March 2015, identify the potential for south-south exchange with Zambia, Kenya or Nigeria in addition to Vietnam, identify key elements and focal points for the launching of community of practice on REDD+ at the national level and follow up closely on the REDD+ academy roll out in Africa.
  - 8.4. **DoF, MRP:** discussion on scope, parameters and outputs of the ICA, agreement on dissemination and approval,

handling of sensitive information and expectations of DoF on this particular activity.

**8.5. Debriefing with the UNDP DRR/P, Carol Flore.** The DRR/P appreciated the mission outcome and welcomed the UN-REDD operation in the country in the upcoming 6 months. The CO will support the work on REDD+ and identified synergies and complementarities for a strategic position of REDD+ within the larger CC investment plan, policy and programmatic approach of UNDP in particular. The office sees options for resource mobilisation and integration of REDD+ to cross-cluster initiatives on Social Cohesion and Democratic Governance. The DRR further emphasized that natural resource management will be a major issue in the country also expecting the publication of a critical analysis of the state of natural resource management in Malawi, conducted by the Parliamentary Committee on Natural Resources and Climate Change. With regards to UN positioning in the country, the UN-REDD support will showcase the One-UN process and the RC will play a convening and leading role during the joint support.

*9.b Results achieved (key outputs)*

- TS Document approved by the LPAC meeting, signed by all parties and submitted to Geneva (by 10 March 2015)
- Key elements for the TA-plan agreed and implementation modality clarified with Government/DoF
- Key Counterparts briefed on the TS/CNA support and stakeholders have a general understanding of the key elements of the UN-REDD support and how those feed into the larger REDD+ efforts undertaken by the country.
- Survey on Knowledge needs on REDD+ conducted
- Commitment from the Communication Working Group and REDD+ focal point to be leading on launching of KM activities as part of TS and CNA- Communities of practice, south-south exchanges and REDD+ academy
- Focal points for the TS in the UNDP CO identified, procurement timelines agreed.

*9.c Expected outcomes and impacts*

Smooth, effective and efficient delivery of the TS and CNA outcomes

**9. Key counterparts:**

Nairobi: Josep Gari, Fabien Monteils, Elsie Attafuah, Anne Martinussen, Ela Ionescu

Lilongwe: UNDP CO: Carol Flore (DRR/P), Etta Mmangisa (Senior Program Analyst), Henry Sibanda (CC/NRM Advisor)

Sarah Mcivor (Program Analyst);

Government: Stella Gamma (National REDD+ Focal Point), Alinafe Chibwana (MRP/DoF), Yoel Kirschner (MRP/DoF/USFS), REDD+ Communication Group

**11. Follow up action matrix**

Action to be taken	By whom	Expected completion date
Technical Assistance Plan being developed	UN-REDD team and MRP (approval)	6 March 2015
All TS documentation (signed TS-ProDoc) submitted to Geneva	UNDP CO	Week 10 <sup>th</sup> March
TOR for Inception Workshop drafted and shared with MRP	UN-REDD team	Week 10 <sup>th</sup> March
Date for inception workshop agreed	UN-REDD team and MRP	Week 10 <sup>th</sup> March
Aide Memoire prepared for DoF	UN-REDD mission team	Week 10 <sup>th</sup> March

**12. Distribution list:**

UN-REDD global: Tim Clairs, Tina Solvberg, Estelle Fach, Elspeth Halverson, Bruno Hugel

Nairobi: Josep Gari, Fabien Monteils, Elsie Attafuah, Anne Martinussen,

Lilongwe: UNDP: Carol Flore (DRR/P), Etta Mmangisa (Senior Program Analyst), Henry Sibanda (CC/NRM Advisor)

Sarah Mcivor (Program Analyst);

## **ANNEXI: Scoping Mission TOR – 23 to 27 February 2015**

### **Operationalization of UNDP TS on REDD+ in Malawi**

#### **1. Background:**

While Malawi has advanced its start-up phase of national REDD+ process with support of MNRP/USAID, the UNREDD mechanism was requested to support specific element of the national REDD+ initiative. Building on the expertise of the UNREDD agencies, namely UNDP, FAO and UNEEP, the Government of Malawi has designed two related capacity-building and scoping initiatives for the national REDD+ process.

#### ***The Capacity Needs Assessment on REDD+***

The CNA on REDD+ is a specific initiative of UN-REDD, which Malawi applied for and was selected. The REDD+ CNA tool is a broad assessment of REDD+ Readiness in a policy context, that seeks to identify existing capabilities and inventory the gaps and needs of Malawi's policy and legal frameworks that would either enable or endanger the successful implementation of REDD+ nation-wide. It comprises two major components:

- A legal assessment (technical lead: FAO)
- Guidance to design a national strategy for REDD+, including stakeholder dialogue+ and preparing a roadmap (technical lead: UNDP)

#### ***The targeted support project on REDD+ (TS)***

This project aims at supporting various governance and monitoring elements of REDD+. It has the following 4 core outputs:

1. An **Institutional & Context Analysis (ICA)**, which will provide the basis for multi-stakeholder engagement towards the design of national strategies, policies and safeguard systems for REDD+ (led by UNDP).
2. A **corruption risk assessment**, to support improved forest governance and inform the design of REDD+ readiness elements (led by UNDP).
3. An analysis of Malawi's resource/land tenure regimes as they relate to REDD+ (led by FAO).

4. Development of a roadmap for the design of a National Forest Monitoring System (led by FAO).

## 2. Mission Objectives

The main objective of the scoping mission is to prepare the activities under the TS which are under UNDP responsibility. The scoping mission will discuss the operational and strategic dimension of the TS with the UNDP CO and Government counterpart (Department of Forestry).

This will entail the following activities:

### 2.1 Meeting with the UNDP Country Office

Briefing the UNDP Country office on operational modalities of the Targeted Support to REDD in Malawi and agreement on responsibilities, recruitment and sequencing of activities and events during the TS.

The meeting will also prepare for the LPAC and setting up an ATLAS profile, delegation of authority etc.

### 2.2 Local-Project Appraisal Committee (L-PAC):

Preparation and convening an LPAC for the Targeted Support (TS) project document, which would allow the transfer of the UNDP funds to the UNDP-Malawi Office. This would also provide an opportunity for the CO to strategically position the REDD+ TS into the Environment, CC and Natural Resource Management portfolio.

Given the relatively small resource envelop of the TS and CNA, the focus on capacity building and sensitization rather than a comprehensive reform initiative, the LPAC is expected to be of a small scale and only convenes representatives from the direct Government counterpart, UNDP CO, FAO CO and key representation of on/two Civil Society organisations.

It is envisaged to hold a national workshop to launch the CNA and TS end of March and present the initiative to a wider audience and stakeholders.

### 2.3 Institutional and Context Analysis (ICA) and Corruption Risk Assessment (CRA):

Briefing the CO on ICA approach to agree technicalities and the recruitment of a national high-level expert who will support the Institutional Context Analysis and most likely the Corruption Risk Assessment. The CO technical staff will be briefed on the ICA approach and how it will contribute to the TS/CNA outputs and the larger national REDD+ process in the country. Findings of the ICA will also enable the CO to optimise positioning of the CC/Natural Resource Management Portfolio and to recognise the institutional environment it operates in.

While the CO will be responsible for the recruitment of the national expert, the mission team will mainly discuss recruitment modalities and timelines this time around.

### 2.4 Planning meeting with the Department of Forestry

While the Government of Malawi through the department of Forestry is the principal coordinator of the national REDD+ process, a meeting at technical level will be held to discuss the following issues:

- a) Preparation of the LPAC with the goal of defining the role of the Government and providing a briefing on UNDP procedures

- b) Preparation of the joint mission end of March including national inception workshop, with the goal of elaborating a draft agenda, determine participants and agree on scope (CNA + TS)
- c) Preparation for the ICA, briefing about the ICA approach and discuss with Stella/Yoel steps to be involved, with the goal of identifying relevant stakeholders and material for the desk-review. Briefing on the **knowledge management** dimension of the TS which is done through the ICA, here with (online) support of the UNREDD regional knowledge-management expert, with the goal of incorporating the local context.

## 2.5 Consultative meetings with UNREDD regional team in Nairobi

The UNREDD mechanism in Africa works through its regional hub in Nairobi which is the principle coordinating unit between the country level and different global work-streams. In order to coordinate between the different outputs of the TS in Malawi, the scoping mission aims to hold preliminary discussions with the respective experts of the regional team and during the one-day visit the following meetings will be held:

### 2.5.1 ICA SES nexus:

One principal output of the ICA will be to inform the SES and there is need to showcase how the ICA work will already produce elements of the SES (as expected by the Malawi counterpart). Another point would be the linkages with the CNA output 2 which entails work on the stakeholder dialogue\_+ and preparing a roadmap (TS as the technical operationalization of this output 2) and how this can best be informed by the ICA.

### 2.4.2 ICA - KM nexus

The ICA - KM nexus has already been discussed and draft TOR were developed for this specific element. A meeting with the regional KM specialist would sketch out in detail how this will be included into the ICA and what needs to be considered during the exercise (also to brief the national consultant once in place). Discussions will also consider merging or sequencing the two KM events planned under the TS and the events planned under the CNA.

### 2.4.3 Regional expectations and outlook on Governance work for national REDD+ processes

With the new policy direction of enhancing synergies between Governance, Stakeholder Engagement, SIS and NS, it is envisaged to hold initial consultations on regional experiences, expectations and outlook for future collaboration and support.

## 3. Timeline and Schedule (tentative)

The mission is planned to take 3 days with one day in Nairobi and 2-3 days in Lilongwe, Malawi. Dates are confirmed for 23-27 February 2015.

The following tentative meeting schedule is provided to the Regional Bureau, CO and Government Counterpart:

Day and Time	Activity	Venue
<p>Monday 23/02/2015</p> <p>10:20am</p>	<p>Arrival in Nairobi</p> <p>Meetings with regional team (separate agenda circulated by Josep)</p>	
<p>Tuesday 24/02/2015</p> <p>9:40pm – 11:40pm</p>	<p>Meetings with regional team (separate agenda circulated by Josep)</p> <p>Travel to Malawi</p>	
<p>Wednesday 25/02/2015</p> <p>9:00am – 11am</p> <p>2pm – 4pm</p>	<p>Local Appraisal Committee Meeting</p> <p>Meeting with the Department of Forestry, MRP and USAID</p> <p>-Preparation of ICA</p> <p>- Preparation of inception</p>	<p>UNDP Country Office Area 40, Lilongwe</p> <p>Department of Forestry</p>

	workshop	
Thursday 26/02/2015		
Whole day event	Malawi REDD+ Expert Group -Side meeting with MRP -Counterparts for KM/communication	Ufulu Garden
Friday 27/02/2015		
9am to 1pm (CO closes business at 1:30pm)	Preparation of TS with the UNDP Country Office, ATLAS delegation of authority, recruitment of consultant for ICA  Possible meeting with MRP	UNDP Country Office Area 40, Lilongwe
Saturday 28/02/2015		
1:15pm (ET to Addis)	Departure	

#### 4. Mission Team

Ms. Estelle Fach (UNDP), Governance expert, focal point for the TS/CNA in UNDP, who will provide overall UN-REDD linkages and advise on the corruption risk assessment, will join via Skype or phone when relevant.

Mr. Marius Walter (UNDP), Governance expert, who will lead the ICA exercise

Ms. Ela Ionescu (UNDP), who is the regional knowledge-management expert at UN-REDD, and will advise on the knowledge management dimensions of REDD+ in Malawi, will join the mission and meet with key counterparts on KM, communication and awareness.

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