



UN-REDD
PROGRAMME



To: H.E Chea Sam Ang, National Programme Director
Mr. Kim Nong, Deputy National Programme Director

From: Mr. Uy Kamal, Deputy Head of REDD+ Taskforce Secretariat

Peter Iversen, Technical Specialist

Mr. Lun Kimhy, Programme Coordinator

Subject: Request for your approval on a no-cost extension for the contract between Cambodia REDD+ Taskforce Secretariat (CRTS) and Regional Community Forestry Training Center For Asia and The Pacific (RECOFTC)

RECOFTC has been engaging in the support of Awareness Raising at 2 national and 6 sub-nationals level. The agreement aimed to facilitate REDD+ activities including 1) Awareness Raising at 2 National Levels and 6 Sub-National Levels 2) Development of Consultation and Participation Plan.

The originally approved period was from July 2013 to February 2014, However, the activities have been delayed due to the inception of Four REDD+ Technical Teams was beyond schedule so the awareness raising for the Four Team was delayed.

For this reason but also to ensure that activities will be successfully completed, we would like to request for your kind approval and signature for a no-cost extension of the contract ending date from July 2013 to June 2014.

Sincerely yours,

Encl.:

- Request letter from RECOFTC for a no-cost extension of awareness raising project
- Amendment to the contract between CRTS and RECOFTC
- Amended workplan

18th February 2014

H.E.Dr. Chea Sam Ang
Deputy Director General and concurrently
National Programme Director
Cambodia UN-REDD National Programme
Forestry Administration,
No.40, Preah Norodom Blvd,
SangkatPhsar Kandal2,Khan Daun Penh, Cambodia

Your Excellency,

The Regional Community Forestry Training Center for Asia and the Pacific (RECOFTC) signed a contract on 1st July 2013 with the Cambodia REDD+ Taskforce Secretariat for "*Awareness Raising for Reducing Emissions from Deforestation and Forest Degradation (REDD+) in Cambodia*" covering the period until 28th February 2014. In close coordination with the REDD+ task force secretariat, RECOFTC has carried out various activities and submitted the deliverables relating to outputs 1 and 2 and partially on output 3 (study tour for REDD+ Taskforce). However, due to circumstances beyond RECOFTC's control, it would require additional period to complete the activities and deliverables under outputs 3- "Development and implementation of awareness raising event in line with the awareness raising plan" and output 4- "Development of a Consultation and Participation Plan".

The finalization of the REDD+ awareness raising program (including training course and materials) required more time than expected involving a series of review and consultations with the REDD+ taskforce secretariat to ensure adherence and complementation to the Cambodia REDD+ initiatives. Likewise, the inception of the four (4) REDD technical teams needed more time which resulted to the postponement of planned REDD+ awareness raising events for said teams. It was earlier conceptualized that two (2) national level training events- one for the REDD+ consultation group and another for the four (4) REDD+ technical teams, will be conducted, with short interval period between events, in order that the pool of 10 national trainers selected from such trainings will be able to subsequently carry out the sub-national training in close succession to the national training events. When it became apparent that the 4 REDD+ technical teams would not be in place until a later date, the conduct of the Training for the REDD+ consultation group proceeded in Dec 2013. The Training for REDD+ technical teams will be conducted as soon as such teams are formed.

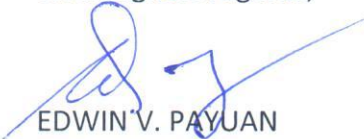
Based on the foregoing, may I request for your kind consideration and approval for an amendment of the original contract with salient provisions, as follows:

1. A four (4) month "no cost extension" until end of June 2014.
2. The conduct of study tour for REDD+ taskforce originally part of output 3 be a new standalone output as basis for payment of 20% of the fixed cost for the completion of the said study tour.

All other provisions of the original contract remain valid and in force.

Attached please find (a) brief progress report on contract implementation and deliverables as of todate; (b) proposed draft contract amendment and (c) revised work plan which forms an integral part of the contract amendment.

With highest regards,



EDWIN V. PAYUAN
Country Program Coordinator

Encls.



UN-REDD
PROGRAMME



CAMBODIA UN-REDD NATIONAL PROGRAMME

UNDP PROJECT No. 00078446

(#40, Preah Norodom Blvd, Khan Daun Penh, Phnom Penh, Kingdom of Cambodia)

លិខិតប្រគល់សិទ្ធិ

ខ្ញុំបាទ **យុន វឌ្ឍនា** ប្រធានលេខាធិការដ្ឋាន REDD+ កម្ពុជា សូមសម្រេចប្រគល់សិទ្ធិជូនលោក **អ៊ុយ កាម៉ាល់** អនុប្រធានលេខាធិការដ្ឋាន REDD+ កម្ពុជា ដើម្បីទទួលខុសត្រូវដឹកនាំ និងគ្រប់គ្រងការងារលេខាធិការដ្ឋាន REDD+ កម្ពុជាចាប់ពីថ្ងៃទី ២៤ ខែមករា ឆ្នាំ២០១៤ រហូតដល់មានវត្តមានរបស់ខ្ញុំបាទ ដោយខ្ញុំបាទត្រូវបំពេញបេសកកម្មនៅក្រៅប្រទេស។

ភ្នំពេញ, ថ្ងៃទី២៣ ខែមករា ឆ្នាំ២០១៤
ប្រធានលេខាធិការដ្ឋាន REDD+ កម្ពុជា

កន្លែងទទួល

- លេខាធិការដ្ឋាន REDD+ កម្ពុជា
"ដើម្បីជូនជ្រាប"
- លោក អ៊ុយ កាម៉ាល់
"ដើម្បីអនុវត្ត"
- ឯកសារកាលប្បវត្តិ



UN-REDD
PROGRAMME



Cambodia UN-REDD National Programme

UNDP PROJECT No. 00078446

(#40, Preah Norodom Blvd, Khan Daun Penh, Phnom Penh, Kingdom of Cambodia, 3th Floor)

AMENDMENT to the **CONTRACT** for the implementation of the UN-REDD Programme project: *"Cambodia REDD+ Awareness Raising"* between the **Cambodia REDD+ Taskforce Secretariat** and the **Regional Community Forestry Training Center (RECOFTC)** dated 1 July 2013.

The **Cambodia REDD+ Taskforce Secretariat** represented by H.E Dr. Chea Sam Ang, as National Programme Director, and with registered address in Forestry Administration, No.40, Preah Norodom Blvd, Sangkat Phsar Kandal2 Khan Daun Penh, Phnom Penh, Cambodia, and henceforth referred to as **"Cambodia REDD+ Taskforce Secretariat** and the **Regional Community Forestry Training Center (RECOFTC)**, represented by Dr. Tint Lwin Thaug as Executive Director, and with registered address in Kasetsart University, Pahonythin Road, Bangkok 10903, Thailand, and henceforth referred to as **"RECOFTC"** hereby jointly agree to the terms and conditions of the amendment of the above-mentioned contract, as defined in the following clauses:

1st Clause. The duration and validity of the original agreement dated 1 July 2013 until 28 February 2014 2014 is hereby extended at no additional cost for a period of 4 months until 30 June 2014.

2nd Clause. The RECOFTC shall submit to Cambodia REDD+ Taskforce Secretariat the deliverables as per attached revised work plan (which forms an integral part of this contract) and as specified hereunder according to the following schedule:

Outputs	Timeline
1. Conduct of one (1) study tour for REDD+ Taskforce.	End of Jan 2014
2. Submission and acceptance of the completion step 3: development and implementation of awareness raising events in line with the awareness raising plan	On or before 30 th June 2014
3. Submission and acceptance of the completion step 4: development of a Consultation and Participation Plan	On or before 30 th June 2014


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3rd Clause- The **Cambodia REDD+ Taskforce Secretariat** shall effect payments as specified hereunder:

Third payment 20% of fixed contract price will be paid within 30 days after the development and conduct of one (1) national event and the conduct of one (1) study tour for REDD+ Taskforce	\$17,339.80
Fourth payment 20% of fixed contract price will be paid within 30 days after Submission and acceptance of the completion step 3: development and implementation of the six (6) subnational awareness raising events and one (1) national awareness raising event in line with the Awareness raising plan.	\$17,339.80
Fifth payment 20% of fixed contract price will be paid within 30 days after Submission and acceptance of the completion step 4: development of a Consultation and Participation Plan.	\$17,339.80

All provisions of the original signed contract dated 1 July 2013 remain valid and in force. Those provisions that are inconsistent herewith are hereby superseded.

This amendment takes effect after being signed by both parties on

28 February 2014 



H.E Dr. Chea Sam Ang
National Programme Director



Dr. Tint Lwin Thaug
RECOFTC Executive Director

Date: 03 March 2014

Date: 28 Feb. 2014

Co mp. No.	Expected Output	Activities	Collaborating Partner(s)	2013						2014								
				Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June			
1.2	Collation of existing training materials available within Cambodia and the Asia-Pacific Region and made accessible	Explore and prepare a list of available training materials related to REDD+																
2	Development of an Awareness Raising Program		REDD+ Taskforce Secretariat															
2.2	Awareness-raising programme is clearly developed	<ul style="list-style-type: none"> Develop training materials based on the Stakeholder Assessment (Component 1) Development of an Awareness-raising Programme for different stakeholder groups 																
3	Development and implementation of awareness-raising training / events in line with the Awareness-raising Programme		REDD+ Taskforce Secretariat, Consultation Group, national / international															

Co mp. No.	Expected Output	Activities	Collaborating Partner(s)	2013					2014							
				Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	
3.1	Central pool of 10 trainers is identified and communicated	Communication with the key stakeholders to identify potential trainers Selection of central trainers based on a set of criteria and discussion with potential trainers regarding their future engagement	resource persons													
3.2	Development of training materials available for use by Cambodia REDD+ Programme	Development of training outline and preparation of materials for specific target participants at National level Further refinement of training material for sub-national level workshops														
3.3	8 awareness-raising / training events delivered	Deliver first National awareness raising / training event Deliver second National awareness raising / training event														

Co mp. No.	Expected Output	Activities	Collaborating Partner(s)	2013						2014										
				Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June					
		Deliver 6 Awareness raising workshops at the sub-national level Development of training for actions to support for the development of consultation and participation plan																		
3.4	Study Tour for Cambodia REDD+ Taskforce																			
	Topics, sites, and schedule for study tour developed and agreed up on	Preparation for the study tour: topics/content, timeframe for study tour, and other logistic arrangement	REDD+ Taskforce Secretariat, RECOFTC-Vietnam Country Program																	
	One study tour for Cambodia REDD+ Taskforce is conducted	Study tour to Vietnam	REDD+ Taskforce Secretariat,																	

