**Meeting**

**Voluntary Facilitation Committee (VFC) of Consultation Group Selection Process**

Date: 23 April 2013 at 3:00-5:30pm

Venue: REDD+ Secretariat Meeting Room, 3th Floor

**I. Agenda**

1. Review minutes meeting on 19 April 2013
2. Continue the development of the Consultation Group Selection Criteria and Process (and procedures)
3. Propose date and agenda for the next meeting

**II. Participants**

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| 1 | Mr. Chhun Delux | REDD+ Programme Advisor (ODM) | PACT |
| 2 | Mr. Chhoeng Soviriya  | Represented Ms. Femy Pinto  | NTFP-EP |
| 3 | Mr. Hour Limchhun | Country Coordinator  | Winrock International |
| 4 | Mr. Kong Sophal | Individual Consultant |  |
| 5 | Mr. Lun Kimhy | Programme Coordinator | UN-REDD |
| 6 | Mr. Moeung Socheat | Field Facilitator | Independent |
| 7 | Mr. Peter Iverson  | Technical Expert | UN-REDD |
| 8 | Mr. Phai Sovanna | Member | CIYA |
| 9 | Ms. Thy Heang | Communications Officer | UN-REDD |

**III. Comments and Decision:**

1. **Review minutes meeting on 19 April 2013**
* Follow up with Mr. Phai Sovanna (CIYA): He came to the meeting and letter endorsement was sent to REDD+ Secretariat.
1. **Finalize the development of the Consultation Group Selection Criteria**
* *(See the separate file)*
1. **Finalize the development of the Consultation Group Selection Procedure**
* *(See the separate file)*

**Actions:**

* REDD+ secretariat (Heang) will draft the CG announcement and application form to VFC to discuss in the meeting on 25 April 2013.
* REDD+ Secretariat (Heang) will meet with NDP to discuss on the possible selection of two representatives (two institutions) will be selected from each sector.
1. **Decision on agenda and chair for next meeting**

**IV. Propose date and agenda for the next meeting:**

**Agenda:**

* Review previous minutes of the meeting
* Review announcement and application form of CG

**Chair:**

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| **Rotated Chair** | **Meeting Date** |
| 1. ***Mr. Hour Limchhun (Winrock International)***
 | *11 March 2013****25 April 2013*** |
| 1. Ms. Teng Rithiny (NGO Forum)
 | 27 March 213 |
| 1. Ms. Femy Pinto (NTFP-EP)
 | 01 April 2013 |
| 1. Mr. Bun Racy Fisheries Administration
 | TBI |
| 1. Ms. Erica Meta Smith from Terra Global Capital
 | TBI |
| 1. Mr. Chhun Delux
 | 19 April 2013 |
| 1. Mr. Kong Sophal, individual consultant
 | TBI |
| 1. *Mr. Moeng Socheat, individual consultant*
 | *23 April 2013* |

***Next Meeting:***

**Action:** Next meeting was scheduled on ***25 April 2013 at 3pm,*** REDD+ Secretariat Meeting Room ***(3th Floor) and* Mr. Hour Limchhun** **will chair the meeting**.

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| **Minute Taker** | **Approved By** |
| Thy Heang Communications Officer |  |