07 March 2013

**MEMORANDUM**

To: Mario Boccucci
Head, UN-REDD Programme Secretariat

From: Ms. Setsuko Yamazaki

UNDP Country Director (on behalf also of FAO Country Representative and UNEP Regional Director)

Cambodia

Subject: Notification of No-Cost extension

 Cambodia’s UN-REDD National Programme

1. **Approval status**

Through this memo I would like to inform you that based on the following reasons:

* The total disbursement from the beginning of the programme until December 2012 was about only 20% of the total budget funds and therefore the remaining 80% of the budget is highly unlikely to be spent by May 2013.
* Experiences from other countries indicate that a realistic duration of extension is needed to have effective involvement of all stakeholders in the programme and to share vision for results over a longer term.

The Programme Executive Board for Cambodia’s UN-REDD National Programme has granted a no-cost extension for the Programme to 31 December 2014.

Please note the Programme will continue under the quality assurance process of each participating UN organization.

1. **Other Recommendations**

To ensure compliance with the new completion date, the Programme Executive Board recommended attention is given to the following:

* Preparation of Standard Operating Procedures to streamline programme administration.
* Review of results framework to identify activities that can be deferred to other initiatives.
* Rapid operationalization of technical teams
* Management costs will be met partially through budget reallocation under the 2nd bullet point above, and partly by sharing costs with the FCPF
1. **Monitoring and Reporting**

As per the Programme’s monitoring and evaluation framework, annual work-plans and biannual reports would continue to be prepared and submitted to the UN-REDD Programme Secretariat and the final evaluation will be conducted prior to the closure of the Programme.