

**Management Group (MG) of the UN-REDD Programme**  
**Decisions of meeting of 8 Jan 2014**  
**Draft**

**Participants:**

MG members and alternates

FAO: Mette Loyche Wilkie

UNDP: Charles McNeill and Tim Clairs

UNEP: Tim Christophersen and Edoardo Zandri

Secretariat: Mirey Atallah

Apologies: Adam Gerrand

Others

Helena Eriksson

**1. Minutes from previous call (4 Dec).**

If no comments received by 10 Jan, the draft minutes are considered approved.

**2. PB11 debrief**

- a. PB11 Feedback Form considered a good practice but not representative sample. (*Secretariat to circulate respondents' comments to information session leads*).
- b. MG feedback on PB11.
  - i. Well organized, smooth meeting where all the aimed achievements were reached.
  - ii. The good team work on the PB Review was highlighted, leading to successful conclusion.
  - iii. A positive shift in dynamics was noted with a balanced interaction by members.
  - iv. Missed opportunities:
    - i. Better use of media and communication in particular on Panama.
    - ii. Holding daily coordination meetings to strengthen one-programme image.
  - v. For the future:
    - i. Continue shifting away from administrative and procedural sessions to more concise, sharp and knowledge-focused sessions.
    - ii. Requested clear protocols and deadlines for clearance of documents and presentations.
- c. The Secretariat informed about a letter received on 4 Jan from the Congreso General, COMARCA, informing about the withdrawal of one congress from COONAPIP. (*Secretariat to send the letter to MG for information*).

**3. PB12 preparations**

- a. The Secretariat introduced the list of milestones and preliminary agenda, flagging that the NPWG indicated the timeline might be too tight for the submission of NP. (*MG to provide written comments by 10 Jan*).
- b. Initial comments on the information session: found to be too procedural, aim to shift to more substantive and crisp sessions, provide more time for discussion, shorten presentations.
- c. The MG requested clarification on the repercussions of the PB review recommendations and decisions on PB12 timeline and milestones, including documentation to be provided by the agencies. (*Secretariat to make a brief analysis of the PB Review agreements before next MG call, 15 Jan, when the PB review conclusions and SNA workplan and Roadmap will be discussed*)

**4. Secretary General Climate Summit**

UNDP gave an update on the Summit preparations, its rapid process with a high level meeting taking place the following day (8 Jan) requiring inputs from the Programme, and reached out for feedback from the Group on key points to be conveyed. FAO had provided initial comments and the MG elaborated on the

messages.

*(Charles to forward background material - to be treated confidentially. MG to provide feedback by 22 January)*

**5. AOB**

- a. **Donor priorities:** Deferred to next meeting to ensure Mario's participation.
- b. **Evaluation Team:** UNDP requested for recommendations for the coming mission of the Evaluation Team, the Group provided their views including arranging meetings for the Evaluation Team with as many relevant persons as possible.  
*(MG to email Charles on recommended meetings/issues by Jan 13<sup>th</sup>)*
- c. **DRC Audit:** The report is not yet finalized, further work on the management response will be done upon its conclusion. UNEP will keep the MG informed.
- d. **5 Year Review publication:** The deadline for comments on the draft publication has been extended to 13 January, COB. *(MG to send comments by 13 January).*
- e. **Secretariat Workplan and Budget 2014:** The MG requested that the Secretariat provides its workplan for review and clearance prior to the MG retreat and for regular monitoring through dedicating regular MG call to the review of progress. *(After the Secretariat's Team Retreat, 21-22 Jan, the Secretariat to send the draft Workplan and Budget 2014 to the MG).*
- f. **UN-REDD Staff Retreat 2014:** UNEP recommended that a UN-REDD Staff Retreat be held in 2014. *(Secretariat to revert on the possibility of a UN-REDD Staff Retreat in 2014).*

**6. Next MG call:** Wed 15 Jan 2:30pm CET