

Meeting of

Voluntary Facilitation Committee (VFC) of Consultation Group Selection Process

Date: 26 February 2013 at 3:00-5:00pm

Venue: FA Meeting Room, 1st Floor

I. Agenda:

1. Update information from previous discussion and verification of applications (Heang)
2. Finalize the applicants to be part in VFC
3. Discussion on what the VFC shall carry for next step
4. Review ToR of VFC

II. Participants:

Ms. Femy Pinto	Cambodia Facilitator	NTPF-EP
Mr. Hour Limchhun	Country Coordinator	Winrock International
Mr. Kong Sphal	Technical Specialist	
Mr. Lun Kimhy	Programme Coordinator	UN-REDD
Mr. Moeung Socheat	Field Facilitator	
Ms. Naomi Matsue	Co benefit	CAM-REDD
Mr. Peter Iversen	Technical Specialist	UN-REDD
Ms. Teng Rithiny	REDD+ Programme Coordinator	NGOF
Ms. Thy Heang	Communications Officer	UN-REDD

III. Comments and Decision:

1. Update information from previous discussion and verification of applications

- There were only seven applicants have sent me the endorsement letters: Bun Racy, Erica Meta Smith, Femy Pino, Hour Limchhun, Kong Sphal, Moeung Socheat, and Teng Rithiny.
- Secretariat will wait another week to receiving endorsement letters from those who haven't sent through.

2. The members have finalized the list of volunteers as follows:

1. Mr. Hour Limchhun from Winrock International
 2. Ms. Femy Pinto from NTPF-EP
 3. Ms. Teng Rithiny from NGO Forum
 4. Mr. Bun Racy from Fisheries Administration
 5. Ms. Erica Meta Smith from Terra Global Capital
 6. Mr. Kong Sphal, individual consultant
 7. Mr. Moeng Socheat, individual consultant
 8. Mr. Kim Menglim from USAID (need his reconfirmation if he is able to handle the work)
 9. Mr. Chhun Delux from PACT Cambodia (need to have an alternative if he is leaving PACT)
 10. Mr. Phai Sovanna, from indigenous people (need his reconfirmation)
- Note: There are around 3 to 5 people not included in the facilitation committee but they are valued to provide comment via email to facilitation committee.
 - The representatives from indigenous people were also discussed since they spread over 15 provinces, therefore their representative should come from majority support of their people and Mr. Phai Sovanna should serve for the facilitation committee as he is an active guy to work through the issue.
 - Though some of candidates of the VFC who did not present during the last two meeting, they will be keep informing and they can still give comment and feedback to the VFC resulting from the meeting.

Action: The secretariat needs to request the reference letter from the members who do not provided yet. The secretariat needs to inform TGC on the progress of the committee in order to obtain comment from them.

3. Review ToR of VFC

Some of the points under draft of VFC's ToR have been added and modified. *(Please look at the draft ToR as in attached)*

4. Next Steps

- The meeting also discussed on the selection process and the criteria for selection of Consultative Group members which is defined to be 13 members from different sectors as follows: NGO=1, INGO=1, CSO=2, Indigenous Peoples=2; Private Sector=2, Academic Institute=2, CF=1, CFI=1, and CPA=1.
- The VFC will look at the initial draft of the existing criteria and process (taken from the IPs & CS representative selection process for the PEB) and review and amendment to suit with the current process and plan.
- The meeting was discussed further on the government involvement/interference in the selection process. Therefore, the team requested to the secretariat to seek advice from the national project director or REDD+ Taskforce on what specific criteria they want to reflection in, so that the committee can take further steps toward finalization.

Action:

- Clarify/reassure with government institution on the specific process/criteria that they want to highlight the process/context of work/criteria of the candidates who are going to apply to be part of the consultation group members.
- Secretariat will be responsible for consolidating the existing criteria and process for VFC before the next meeting taken place, so that members can share comment during the meeting.

The chair will be rotated from one meeting to another, therefore,

VFC Members	Meeting Date
1. Mr. Hour Limchhun (Winrock International)	11 March 2013
2. Ms. Teng Rithiny (NGO Forum)	TBI
3. Ms. Femy Pinto (NTFP-EP)	TBI
4. Mr. Bun Racy Fisheries Administration	TBI
5. Ms. Erica Meta Smith from Terra Global Capital	TBI
6. Mr. Kong Sophal, individual consultant	TBI
7. Mr. Moeng Socheat, individual consultant	TBI

Next Meeting:

Action: Next meeting was scheduled on **11 March 2013 at 3pm, Forestry Administrative Office (1st Floor)**. **Mr. Hour Limchhun will chair the meeting.**

Minute Taker
Thy Heang

Approved By

Communications Officer