

## Meeting

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

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Date: 16 July 2013 at 3:00-5:30pm

Venue: REDD+ Secretariat, FA (3<sup>rd</sup> Floor)

#### I. Agenda

- Review of minutes of the previous meeting
- Review of the online survey monkey designing form
- Voting process suggested by Regional UN-REDD Team
- List of participants to be invited to the workshop
- Others
  - o Possible development of Communications Strategy for Cambodia REDD+ Programme

#### II. Participants

|   |                        |                             |                       |
|---|------------------------|-----------------------------|-----------------------|
| 1 | Mr. Timothy Boyle      | Regional Coordinator        | UN-REDD               |
| 2 | Ms. Femy Pinto         | Cambodia Facilitator        | NTFP-EP               |
| 3 | Mr. Hour Limchhun      | Country Coordinator         | Winrock International |
| 4 | Mr. Kim Menglim        | Environment Specialist      | USAID                 |
| 5 | Mr. Lun Kimhy          | Programme Coordinator       | CRTS/UN-REDD          |
| 6 | Ms. Moeko Saito Jensen | Programme Specialist        | UNDP                  |
| 7 | Mr. Peter Iverson      | Technical Expert            | CRTS/UN-REDD          |
| 8 | Ms. Teng Rithiny       | REDD+ Programme Coordinator | NGOF                  |
| 9 | Ms. Thy Heang          | Communications Officer      | CRTS/UN-REDD          |

#### III. Comments and Decision:

##### 1. Review minutes meeting on 10 June 2013

No comment/changes

##### 2. Update and discuss to mobilize more on application submission

*There were 29 applications up to July 16th. The numbers of candidates by stakeholder group are listed below:*

|                |   |
|----------------|---|
| Academia       | 3 |
| International  | 4 |
| National       | 3 |
| IPs*           | 2 |
| CSO            | 5 |
| Private Sector | 2 |
| CF             | 2 |
| CPA            | 1 |
| CFi            | 0 |

**Action: Potential Candidates to do more outreach:**

- Rithiny will follow up with the CFI network again to mobilize additional candidates.

3. Finalize and short list applications

- Femy already provided some contacts and Heang already sent emails.
- Femy hasn't contacted WWF yet but Rithiny will contact WWF.
- Rithiny already contacted others.
- Note: for IPs applicants, there will be 15 more from 15 provinces once the IP selection process is done by Mr. Racy.
- It was concluded that since the IP constituency has its own candidate selection process, the two IP submissions received by email should be considered invalid.

4. Reviewing the online survey monkey designing form

- 9 separate links will be created, one for each stakeholder group. In emails sent to the eligible voters of each stakeholder group, the relevant link and password will be sent.

5. How the selection process will operate

There are 3 Voting Options:

1. Online Voting: It will begin three weeks before the workshop and will close two days before the workshop to allow the votes to be counted.
2. Postal Voting: It is designed mainly for the three community network, who have a low rate of internet access and will have low attendance at the workshop; the other stakeholder groups are considered to have adequate internet access for on-line voting or voting in person at the workshop. Therefore, postal voting will be required only if the number of candidates exceeds 2 for any community network. Currently, therefore, postal voting is not required. Furthermore, it would be extremely difficult to organize postal voting in the remaining time available. Therefore, while efforts should be made to secure two candidates per network, ideally the number would not exceed two for any network.
3. In-person voting: It will take place on the second day of the workshop.  
*(Please find separate file for detailed information)*

- Femy will write intro for pre-email assessment and Intro for email survey to explain about the CG process and voting for the email sending out.
- Femy will send Heang the contact list of INGOs.
- Rithiny will send Heang the contact list of National NGOs and CSOs.
- Menglim will send Heang the contact list of Academia group.
- For private sector, Menglim already sent to Heang since the last meeting.

6. List of participants to be invited to the workshop

Heang will send the list to VFC members to finalize on 17 July.

7. Others

a. Possible development of Communications Strategy for Cambodia REDD+ Programme

NTFP-EP, NGOF, and Winrock agreed to have CS for REDD+ Cambodia and suggested to have solid communications strategy.

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

##### Agenda:

8. Review previous minutes of the meeting
9. Arrangement of the workshop
10. Others

##### Chair:

| Rotated Chair                                     | Meeting Date   |
|---|--|
| 1. Mr. Hour Limchhun (Winrock International)      | 18 February 2013<br>26 February 2013<br>11 March 2013<br>25 April 2013<br>10 June 2013<br>16 July 2013 |
| 2. Ms. Teng Rithiny (NGO Forum)                   | 27 March 2013<br>27 May 2013<br><b>29 July 2013</b>  |
| 3. Ms. Femy Pinto (NTPF-EP)                       | 01 April 2013<br>07 May 2013<br>01 July 2013   |
| 4. Mr. Bun Racy Fisheries Administration          | TBI  |
| 5. Ms. Erica Meta Smith from Terra Global Capital | TBI  |
| 6. Mr. Chhun Delux                                | 19 April 2013  |
| 7. Mr. Kong Sophal, individual consultant         | TBI  |
| 8. Mr. Moeung Socheat, individual consultant      | 23 April 2013  |

##### Next Meeting:

**Action:** Next meeting was scheduled on **29 July 2013 at 3pm**, REDD+ Secretariat Meeting Room (**3<sup>rd</sup> Floor**) and Ms. Teng Rithiny will chair the meeting.

Minute Taker

Approved By

Thy Heang  
Communications Officer

Hour Limchhun