

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

Date: 27 October 2013 at 3:00-5:00pm
Venue: REDD+ Secretariat, FA (3rd Floor)

I. Agenda

- Discuss and feedback on the past and future process and provide recommendations for future process for CG
- Others

II. Participants

1	Ms. Femy Pinto	Cambodia Facilitator	NTPP-EP
2	Mr. Lun Kimhy	Programme Coordinator	RTS
3	Ms. Naomi Matsue		CAM-REDD
4	Mr. Peter Iversen	Technical Adviser	RTS
5	Ms. Teng Rithiny	REDD+ Programme Coordinator	NGOF
6	Ms. Thy Heang	Communications Officer	CRTS
7	Mr. Timothy Boyle	Regional Coordinator	Regional UN-REDD

III. Comments and Decision:

1. Discuss and feedback on the past and future process and provide recommendations for future process for CG

- Each constituency will have to discuss among its members if it turns out that their representative is passive and need a replacement.
- Conduct a survey among each constituency about their representative and his/her involvement
- Conduct a survey of the effectiveness of the CG group yearly
- Grievance mechanism
- Handbook about the CG
- Assessment of the CG interest in reviewing of which materials/what level of the documents they want to review
- Requirement a minimum 40 percentage of the women as the CG candidates
- CG might consider about the seats for women in the group.
- CG considers on the classification of areas/group of each constituency.
- Induction process/period shall be considered to conduct for the CG members.

Further process that CG shall consider:

Option 1:

- Chair of the CG talks to each preventative group about complain that were made about their participation and inactiveness.
- (Performance review will be reviewed based on case/issue; e.g. absence of participation, performance and involvement within his/her constituent)
- Probation period (3 months) for the inactive representative will be considered before he/she will be dismissed
- Look at the existing candidates list and consider about the third selected candidate to replace the inactive representative
- PS: In case there is complain about the chair of the CG; vice chair will take action to talk with the chair.

Option 2: (Acclamation Representatives; e.g. 3 networks, private sector, etc.)

- CG will use their info dissemination mechanism/contact list of the involved people of constituency to identify replacement of the CG members

Next Meeting:

Minute Taker

Approved By

Thy Heang
Communications Officer