

Annexes

**Annex 1 –
Stakeholder validation meeting minutes**



**OFFICE OF CLIMATE CHANGE
AND DEVELOPMENT (OCCD)**

– OFFICE OF THE EXECUTIVE DIRECTOR –

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22 February 2011

UN-REDD PNG National Programme Stakeholder Validation Workshop

The stakeholder validation meeting took place on 22 February 2011, from 9am – 5pm at Hideaway Hotel in Port Moresby. After constructive and fruitful discussions, the participants of the NPD stakeholder validation workshop support the re-submission of the revised NPD to the UN-REDD Policy Board, but would like to highlight the following recommendations to be addressed in the document before submission to the UN-REDD Policy Board:

CAPACITY BUILDING

1. A capacity gap assessment for all NP outcomes that would lead to a capacity development plan is needed. Reference should be made at a broader capacity building that will not be however part of this project.
2. Increase capacity at the village and ILG level to make the people capable of carrying out certain aspects of MRV e.g. biomass measurements.
3. Ensure that capacity within research institutes relating to PNG's MRV system is developed.
4. More consultation and awareness in addition to funding are needed at the village level to enable landowners to make an informed decision and take ownership of the process, in the context of activities of at the community levels of the UN-REDD NP.
5. Show linkages to other projects carried out by government departments, NGOs and development partners.
6. Add DAL and UNITECH to list of relevant agencies on page 33.

CONSULTATION GROUP (PB Comments 1, 13, 19)

1. State in the text how the NP is part of a larger integrated approach to REDD+ readiness
2. State in the text that any activity which involves land owners/resource owners will be subject to FPIC
3. State in the text that a comprehensive consultation plan will be developed that identifies issues for which different stakeholder groups (e.g., land owners) will be consulted, and which includes adequate engagement of the provincial level; plan to follow joint UN-REDD/FCPF guidance

SAFEGUARDS

1. National REDD + information system should be supported by a legal act to empower it collect data to make it available to other stakeholders including the public. Should be supported by a freedom of information act or some other supporting mechanism.
2. Design and development of REDD+ information systems should be done through a national consultation process that end in a national workshop to decide structure of the information system. This should build on information already available in the country.
3. New output "National Circumstances" to be added under outcome 3.
4. Concept of an Independent Environmental Land Court to be explored, or some other institution to support existing infrastructure and take pressure off Lands department. A capacity problem identified within Dept of Lands.
5. Safeguards should be added to account for disputes between landowners and govt, landowners and companies etc. Different scenarios should be reflected
6. Dispute resolution systems should build on existing systems in PNG. Work by Peace Melanesia for example.
7. Recognise recommendations of National Land Development Program. Impact on REDD+ to be assessed.

Specific Language/Edits



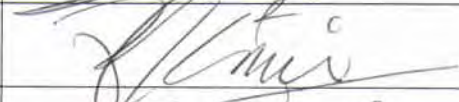
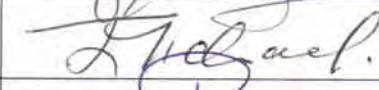
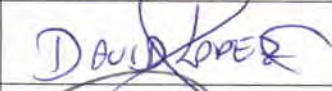

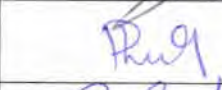
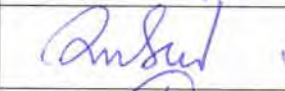
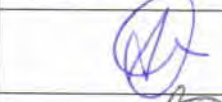

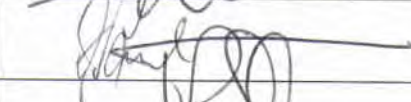
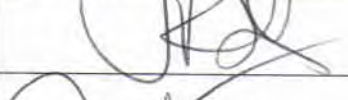
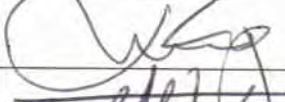
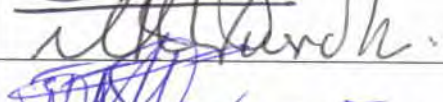

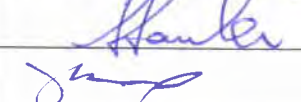
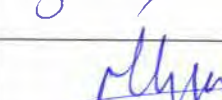

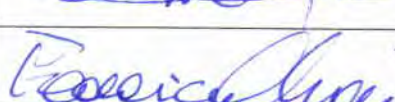
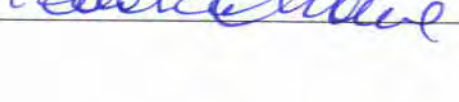
1. Language adjustment on p22. Para 2. Govt agricultural lease moratorium has not yet been initiated.
2. P 20. P3. Language needs possible amendment.

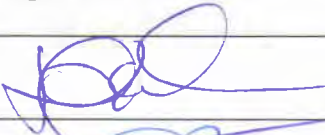

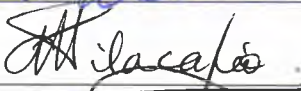
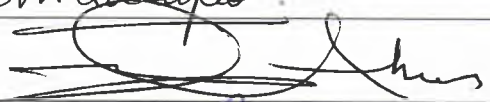
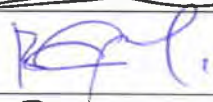

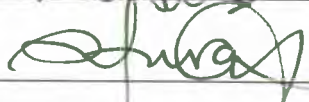
IMPLEMENTATION MODALITIES

EXHIBIT 1

Implementation: Revisions recommendation

Matrix point:	Revision / Addition
<ul style="list-style-type: none"> ▪ 2 ▪ 14 ▪ 17 ▪ 18 	<ul style="list-style-type: none"> ▪ To Section 3.4: Paragraph explaining current coordinating mechanism of REDD-related work, ie <ul style="list-style-type: none"> – GoPNG – Donors – CSO – Private sector
<ul style="list-style-type: none"> ▪ 5 ▪ 6 ▪ 7 	<ul style="list-style-type: none"> ▪ UN Agencies align amongst themselves to agree upon funding approach ▪ However, we want to stress, and recognize in minutes, the need for fast track implementation
<ul style="list-style-type: none"> ▪ 14 	<ul style="list-style-type: none"> ▪ Government must specify its contribution, in cash and kind, to REDD+ consultation
<ul style="list-style-type: none"> ▪ Other 	<ul style="list-style-type: none"> ▪ Need for Legal policy framework ▪ Integration of land owners ▪ Integrated land use study (include in new outcome) ▪ Detailed plan for risk monitoring by inception workshop

Name	Organisation	Signature
PATRICK HEROMATE	ABG	
JOE LOBOSO	ABG	
HEESGI KIM	ABG	
JOHN MICHAEL	DEC	
David Lopez Cornelis	unitech	
JOE POKANJA	OCCD	
PENDRIGH LUI	OCCD	
VITUS AMBUS	PROB	
BEN NGANA	LIVE & LEARN	
GALE GWATE	UNITECH	
D. K. Pal	UNI TECH	
J. R. Sinclair	WCS	
PATRICK NIMIAGO	PNG FRI	
BRUNO KUROH	PNG FRI	
MILLER KAWANAMO	PNG FRI	
S. Saulei	PNG FRI	
T. Paha	PNG EFF	
M. Leggett	OCCD	
J. ONDOPA	ANG EFF	
FERRICA CHAPPE	OCCD	

Name	Signature
Chalapa KALOUAN (UNGL)	
Martin Goldman (PNGFA)	
Matilda May Pilacafio	
Goodwill Amos (PNGFA)	
Constantin Bizol (PNGFA)	
Roy Barker	
Francis Huruhura	



UN-REDD National Programme Document – Stakeholder Validation Meeting Comments

#	Comment (s)	Category	Addressed in (Page No. and brief description)
1	A capacity gap assessment for all NP outcomes that would lead to a capacity development plan is needed. Reference should be made at a broader capacity building that will not be however part of this project.	Capacity building	<i>The need for a broad capacity building exercise, and for specific capacity gap assessments for all NP outcomes, has been reemphasized Section 3.2 'A) Institution & capacity building', p. 29 and Section 4, p. 48.</i>
2	Increase capacity at the village and ILG level to make the people capable of carrying out certain aspects of MRV e.g. biomass measurements.	Capacity building	<i>The full and effective participation of landowners is highlighted in Section 3.2, pp. 30-31. In addition, the involvement of landowners and communities in MRV activities has been emphasized in Section 4, p. 50(1st paragraph).</i>
3	Ensure that capacity within research institutes relating to PNG's MRV system is developed.	Capacity building	<i>The specific link to PNG's research institutions is included in Section 4, p. 50 (2nd paragraph).</i>
4	More consultation and awareness in addition to funding are needed at the village level to enable landowners to make an informed decision and take ownership of the process, in the context of activities of at the community levels of the UN-REDD NP.	Capacity building	<i>Specific, technical training efforts e.g. on MRV will be complemented with a broader engagement of the involved communities on climate change and awareness to ensure that landowners can make informed decisions and take ownership of their contribution towards and MRV system and other elements of REDD+ readiness. This is included in Section 4, p. 50 (1st paragraph).</i>
5	Show linkages to other projects carried out by government departments, NGOs and development partners.	Capacity building	<i>A clearer reference to other projects has been added throughout the text, particularly Section 4 under each NP Outcome.</i>
6	Add DAL and UNITECH to list of relevant agencies on page 33.	Capacity building	<i>DAL and UNITECH have been included on pp. 35-36.</i>
7	State in the text how the NP is part of a larger integrated approach to REDD+ readiness.	Consultation	<i>The importance of the UN-REDD NP as <u>one</u> element of a broader REDD+ readiness program has been highlighted throughout the text, e.g., Section 3.2, p. 29 (1st para) and Section 4, p. 47 (2nd para).</i>

#	Comment (s)	Category	Addressed in (Page No. and brief description)
8	State in the text that any activity which involves land owners/resource owners will be subject to FPIC.	Consultation	<i>The importance of – and adherence to – FPIC for REDD+ in PNG is emphasized in Section 4, p. 48 (2nd para).</i>
9	State in the text that a comprehensive consultation plan will be developed that identifies issues for which different stakeholder groups (e .g., land owners) will be consulted, and which includes adequate engagement of the provincial level; plan to follow joint UN-REDD/FCPF guidance	Consultation	<i>The need for a comprehensive consultation plan is mentioned under Section 3.2 ‘D) Consultation and communication’, p. 32 and listed specifically as an activity under the UN-REDD NP in Table 4, Outcome 5.</i>
10	National REDD + information system should be supported by a legal act to empower it collect data to make it available to other stakeholders including the public. Should be supported by a freedom of information act or some other supporting mechanism.	Safeguards	<i>Reference to a legal act has been included in section 3.3, p. 38 (1st para under ‘The National REDD+ Information System’)</i>
11	Design and development of REDD+ information systems should be done through a national consultation process that end in a national workshop to decide the structure of the information system. This should build on information already available in the country.	Safeguards	<i>The consultative process as key element for establishing the REDD+ Information System has been included in Section 4 under Output 2.1, p. 49.</i>
12	New output "National Circumstances" to be added under outcome 3.	Safeguards	<i>Section 4 and Table 4 (p. 50, 53) now include 2 outputs under Outcome 3“ Establishment of REL/RL supported”.: - - “3.1 Historical drivers of deforestation assessed” - “3.2 National circumstances assessed”</i>
13	Concept of an Independent Environmental Land Court to be explored, or some other institution to support existing infrastructure and take pressure off Lands department. A capacity problem identified within Dept of Lands.	Safeguards	<i>Reference to an Independent Environmental Land Court is included in Section 3.2, p. 33 (1st para)</i>
14	Safeguards should be added to account for disputes between landowners and govt, landowners and companies etc. Different scenarios should be reflected.	Safeguards	<i>The importance of land owner rights and the corresponding challenges, including the need for safeguards have been addressed in several paragraphs of Section 3.2, pp. 31-32. Information on safeguards is also a key element of the REDD+ Information System under Outcome 2 of the NP.</i>

#	Comment (s)	Category	Addressed in (Page No. and brief description)
15	Dispute resolution systems should build on existing systems in PNG. Work by Peace Melanesia for example.	Safeguards	<i>The need to build the dispute resolution mechanism on existing systems is mentioned in Section 3.2, p. 33 (1st para) The work by Peace Melanesia has been added as an example.</i>
16	Recognise recommendations of National Land Development Program. Impact on REDD+ to be assessed.	Safeguards	<i>Reference to the importance of the National Land Development Program is made in Section 3.2, p. 31. It is also highlighted specifically as element of Output 3.2 in Section 4, p. 50.</i>
17	Language adjustment on p22. Para 2. Govt agricultural lease moratorium has not yet been initiated	Safeguards	<i>Text on p. 24 has been amended to read "...GoPNG <u>is currently preparing</u> a review of agriculture leases in order to minimise the clearance of primary forest for large-scale agricultural development while ensuring that sustainable economic development is enabled."</i>
18	P 20. P3. Language needs possible amendment.	Safeguards	<i>The 2nd paragraph of section 2.5 (now pp. 22-23) has been amended.</i>
19	To Section 3.4: Paragraph explaining current coordinating mechanism of REDD-related work	Implementation	<i>An introductory paragraph has been added to Section 3.4, p. 42.</i>
20	UN Agencies align amongst themselves to agree upon funding approach. However, we want to stress, and recognize in minutes, the need for fast track implementation.	Implementation	<i><TBD based on input from UN agencies></i>
21	Government must specify its contribution, in cash and kind, to REDD+ consultation	Implementation	<i>In OCCD's budget for 2011, PGK 1.2 million are allocated to stakeholder engagement and consultation activities under the REDD+ & Mitigation and MRV & National Communication divisions, in addition to an in-kind contribution through staff time and general office resources of both division. This information has been added to Section 3.2, p.33.</i>
22	Need for Legal policy framework	Implementation	<i>NCCC has asked the OCCD to start developing a REDD+ policy framework in 2011. This is highlighted in Section 3.2, p. 32. This initial framework will be the first step towards comprehensive REDD+ policies and regulation as REDD+ readiness progresses.</i>

#	Comment (s)	Category	<i>Addressed in (Page No. and brief description)</i>
23	Integration of land owners	Implementation	<i>Landowners will be involved in UN-REDD NP activities as much as possible (see e.g. Outcome 2). Nonetheless, some activities, particularly around components of the MRV system separate from ground-truthing and other on-the-ground activities, are very technical in nature and will have to be developed at the national level, e.g. the accounting of national GHG emissions from LULUCF. The importance of land-owner involvement, capacity building, consultation and awareness has been re-emphasized throughout the document.</i>
24	Integrated land use study (include in new outcome)	Implementation	<i>The importance of spatial planning is emphasized in section 3.2, p. 31 (2nd to last para), as discussed during the validation workshop. The impact of land tenure and land development planning efforts on REDD+ has been specifically included as part of new Output 3.2 in Section 4, p. 50.</i>
25	Detailed plan for risk monitoring by inception workshop	Implementation	<i>The risk log will be supported by a comprehensive risk monitoring plan, the details of which will be presented at the Inception Workshop. See Section 7.1, p. 66.</i>



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MEETING MINUTES

REDD+ Technical Working Group 14th Consecutive Meeting and Introduction to National Joint Program submission to NCCC

September 22nd, 2010

9 – 11am

Secretary's Conference Room, 7th Floor, Somare Foundation

Chairman: Paul Rame (Director, REDD+ and Mitigation, OCCD)

Secretary: Eunice Dus (Policy Analyst, REDD+, OCCD)

PURPOSE

To inform the REDD+ Technical Working Group members on the key points of the fourteenth (14th) meeting held on August 22, 2010 with representatives of the United Nations Development Programme (UNDP), AusAID, European Union (EU), JICA, Department of Treasury, PNG Forest Industries Association (PNGFIA), Papua New Guinea Forest Authority (PNGFA), Office of Climate Change Development (OCCD), World Wide Fund for Nature (WWF), ECO-Forestry Forum (EFF), Department of Lands and Physical Planning (DLPP) and McKinsey.

Attendance: Paul Rame (OCCD), Martin Baal (OCCD), Danny Nekitel (OCCD), Eunice Dus (OCCD), Peta Mills (AusAID), Ellen Hau-Pati (AusAID), Clement Bourse (EU), Amos Goodwil (PNGFA), Gabriel Samol (PNGFIA), Steve Nicholls (UNDP), Stanley Wapot (UNDP), Kiren Andrew (Treasury), Thomas Paka (EFF), Justine Ondopa (EFF), Senson Mark (EFF), Matt Leggett (WWF), John Yareki (DLPP), Nesaki Shun (JICA)

Members Absent: Gewa Gamoga (PNGFA), Felix Bablis (NRI), Karen Hiawalyer (DNPM), Daniel Kereka (DNPM), Douglas Maip (DNPM), Iruna Rogakila (DLPP), Timothy Mais (treasury), Udai Pal (NARI), John Demerua (NARI), John Michael (DEC), Barbara Lokes (UPNG Remote Sensing), Ross Sinclair (WCS), Kevin Samuel (Finance), Alex Kana (DPLGA), Cecily Kome (Finance), James Sabi (DEC), Harry Rei (ORD), Thomas Viot (EU), Simon Saulei (FRI/PNGFA), Roy Banka (WWF), Shun Nesaki (JICA), Toru Gomi (Forestry Agency of Japan), Wataru Yamamoto (RECS), Masamichi Haraguchi (Kokusai Kogyo), Hiroki Miyazono (JICA), Stephen Rambe (ORD), Donald Hehona (Treasury), Ben Ngava (Live & Learn), Anjali Brown (Live & Learn), Ian Orrel (OPRA)

AGENDA

1. Opening – Meeting Objective
 - Debrief from 3rd NCCC meeting
2. **REDD+ safeguard criteria and approval process**
3. **National Joint Program (NJP)**
4. Any other business (AOB)
5. Next steps and way forward

Expected outcomes of the meeting

- Compile final input for REDD+ safeguard criteria and approval process before the 4th NCCC meeting
- Conduct validation meeting on PNG UN-REDD National Joint Programme (NJP) document and integrate input from stakeholders

SUMMARIES OF KEY AGENDA DISCUSSION

1. Opening with member's introduction
2. **Debrief from 3rd NCCC meeting held on the 27th of August, 2010.**

The following were decisions reached in the NCCC meeting

- i) OCCD Corporate Plan
 - NCCC approved the OCCD vision, mission and work plan
 - NCCC approved the OCCDs departmental priorities for 2010
- ii) National Consultation Technical Working Group (TWG)
 - NCCC approved the National TWG and agreed to actively participate and support the TWG
- iii) OCCD Budget
 - NCCC approved the OCCDs budget for 2011
 - NCCC noted and supported the required adjustment for the 2010 budget
- iv) MRV
 - Approved the Request for Expression of Interest for a PNG MRV system

Request: AusAID enquired if a copy of the OCCD's budget and corporate plan could be shared as a means to see the Government of PNG's/OCCD's funding priorities for 2011.

3. **REDD+ safeguard criteria and approval process**
 - Safeguard criteria and REDD-plus guidelines critical to ensure the quality and transparent of REDD-plus activities in PNG;
 - Proposed criteria and process are designed to accommodate different types of projects through a flexible mechanism, as not all projects are similar in scope, or focus.
 - Safeguards include a set of 'must have' criteria which need to be met by all REDD-plus demonstration activities

- So far, written comments have been received from only 2 NGOs
- Safeguard criteria to be distributed for final comments by 28th September, 2010 to ensure they can be integrated into the next NCCC meeting where the safeguards will be discussed

Comments:

EFF (Thomas) - Highlighted the importance of safeguarding the interests of the people, and incorporating biodiversity

4. UN-REDD NJP

- Objectives of NJP : -
 - To refine and implement a full MRV roadmap for PNG that will drive country actions to obtain a fully operational monitoring system by the end of 2012
 - To supports PNG's overall REDD framework and readiness efforts.
 - Activities under the NJP are to be closely linked to and implemented with the additional support of AusAID, JICA, the WB-FCPF and other development partners
- Outcomes of the UN-REDD NJP (*see attached Powerpoint slides for the more detailed presentation material used during the meeting*)
 - i. Readiness management arrangements in place
 - ii. National MRV system developed
 - iii. Historical drivers of deforestation assessed
 - iv. Monitoring of abatement concepts supported
 - v. Stakeholders aware of REDD-plus activities and opportunities in PNG

Comments on UN-REDD NJP

The NJP, particularly the programme outcomes, were approved by participants in principal. But some specific comments were raised which are summarized below. It was agreed that additional comments to the NJP, which had been distributed by email to all TWG members on September 17, would be submitted by participants by Monday, September 27, 2010 for the submission on October 1. [Comments from non-GoPNG organizations were received from Steve Nicholls – UNDP, the Government of Australia, and PNGFIA]

UNDP – Asked for a clarification on the difference between the components of the original NJP draft from 2009 and the current draft.

Response: The current version of the NJP builds on, but moves beyond the scope of the 2009 draft NJP. The 2009 draft focused on the preparation of a national REDD plan, particularly through institutional capacity support, the assessment of information needs for key building blocks of REDD, and stakeholder engagement processes. MRV played a more limited role. Since then, the Government has made tremendous progress in furthering REDD readiness activities, thereby covering many of the focus areas of the previous 2009 draft NJP with own efforts. A Climate-Compatible Development Strategy and Interim Action Plan now clearly spell out the risks, opportunities and immediate priorities related to climate change on which the

UN-REDD NJP builds. With the establishment of our new Office, we now also have the institutional framework in place to effectively manage UN-REDD NJP.

PNGFA – Raised concerns about the previous draft and earlier process that had resulted in a temporary suspension of the programme.

Response: At the time that the previous draft was discussed, the UN agencies and GoPNG could not reach full alignment on the priorities of the UN-REDD NJP. As a consequence, it was decided to put on hold PNG's UN-REDD process until the NJP could more effectively contribute to PNG's climate-change efforts.

PNGFIA – The document is technically incorrect in some places. These technical errors need to be fixed, e.g., sustainable national annual cut should be 3.9 million m³ p.a., not 3.0 million m³; the reference to the Forest Resource Inventory is unclear, is this to be done by PNGFA or OCCD? What is it referring to? We have not had any inventory of such (we need to be careful & correct in what we say) Further clarification is required how the existing FRI sample plots would serve carbon stock measurements as the plots had been set up for a different purpose. DEC should be mentioned in the report. The full list of comments and errors will be provided separately.

EFF – Seconded those comments and highlighted that linkages to biodiversity are important.

WWF – Overall report OK, but individual aspects, e.g. around the Climate-Compatible Development Strategy (CCDS), should be addressed. One example is the focus on Reduced Impact Logging for abatement concepts which has received criticism from WWF and others for sending the wrong signal on logging in the past. The strong focus on MRV should also be clarified, and how it supports the broader REDD-plus readiness agenda. Should other items like enforcement in the forest sector and land use planning also be integrated?

Response: The focus on MRV has been chosen particularly because the UN-REDD NJP offers the opportunity to comprehensively address this very critical element of REDD readiness efforts in PNG. GoPNG is complementing the NJP with own efforts in other areas of REDD readiness and also seeking additional support from other development partners. The NJP will be updated to reflect the comments to ensure that a) it allows for enough flexibility to incorporate changes of the CCDS through the consultation process, and b) to better explain linkages to other REDD readiness efforts.

UNDP – Asked for the link of Japan's (JICA) support to PNGFA to the NJP's MRV component.

Response: To establish a satellite monitoring system and remote sensing center at PNGFA. The project focuses on hardware and software, and not on technical system. The NJP will complement these efforts and ensure that JICA's support is fully integrated into the broader MRV work that the NJP supports.

PNGFA – Asked for clarification on the process for submitting the NJP.

Response: - The deadline for submission to the 5th Policy Board on November 4-5, 2010 is October 1st. In order to allow for enough time for integration into the document and approval by the National Climate Change Committee, comments need to be submitted by Monday, September 27, 2010

PNGFIA – Pointed out that the OCCD should be relying less on technical advice in its work in general, and the preparation and presentation of the UN-REDD submission in particular.

Response: It was pointed out that the OCCD is a young office and still in a phase of capacity building and transition, but ramping up quickly. Technical assistance and capacity building support had specifically been sought for this phase of organizational development, in which the OCCD is developing increasing capacity and capability to effectively manage and coordinate all climate change matters in PNG. In addition, the Director MRV and Senior Analyst MRV were not able to attend the meeting and present the MRV focus due to a stakeholder consultation commitment in Manus.

PNGFIA - Pointed out that the role of DEC in managing and overseeing PNG's forests should be highlighted more prominently.

UNDP (S. Nicholls) – Emphasized the same notion that DEC is not mentioned in the draft NJP.

WWF- Efforts in PNG need to urgently address a National Land-use Management Plan. Land-use is important in REDD+ scenario - how do we enforce to monitor values of land-use? How do we adequately address land availability, food security?

AusAID – Seconded this notion, highlighting that the lack of a National Land-use Plan is mentioned in many meetings across sectors and topics.,

DLPP – New to technical aspects of climate change; but interested in following up on the land-use questions. Requires additional understanding of the OCCD's priorities to understand linkages to DLPP's land use policy. Asked for additional material on the topic to be sent to the Chief Policy/Planning of DLPP. (Apologies for not having been able to attend previous meetings)

PNGFA Questioned anticipated start/end date is 1 Dec 2010 – 31 Dec 2013. Chapter 8 outlines that UN-REDD is designed until 20th June 2012 only. Is the NJP therefore in the timeframe?

Response: Start/end dates were discussed with FAO, but the OCCD will follow up to clarify.

5. Any other business (AOB)

- AusAID presented a preliminary date for an OCCD study tour to Indonesia from 11 – 16 November, 2010, for PNG to meet and learn how Indonesia is setting up REDD+ activities. OCCD to confirm date with AusAID.
- JICA sought clarification on who would attend the Interim REDD+ Partnership meeting in Nagoya from PNG. The OCCD will look into the issue and clarify
- PNGFIA brought up two new submissions to the UNFCCC by Australia and Indonesia on A/R under CDM. The OCCD will follow up and
- EFF suggested a stronger presence of the new OCCD at international UNFCCC meetings..

6. Next steps and way forward

7. Closing of the TWG meeting 11:30am

8. Next Meeting Date – OCCD will confirm with all members in the near future; preliminary meeting date 20 October 2010.

My name

5/10/10



OFFICE OF CLIMATE CHANGE AND DEVELOPMENT (OCCD)

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Facsimile: (675) 325 0182
Email: officesecc@dec.gov.pg

Level. 3 Somare Foundation
P O Box 6601
BOROKO, NCD

MEETING MINUTES

REDD+ Technical Working Group meeting to discuss changes made in UN-REDD NJP, different stakeholder comments on the NJP and answer any open question.

October 13, 2010
10 – 11am
Secretary’s Conference Room, 7th Floor, Somare Foundation

Chairman: Sebastian (Advisor to OCCD) in absence of Paul Rame (Director)
Secretary: Eunice Dus (Policy Analyst, REDD+, OCCD)

PURPOSE

To update the REDD+ Technical Working Group members on the UN-REDD NJP document presented to the UN-REDD Secretariat and to view and voice comments on NJP.

Attendance: Martin Baal (OCCD), Eunice Dus (OCCD), Peta Mills (AusAID), Ellen Hau-Pati (AusAID), Stanley Wapot (UNDP), Gwen Maru (UNDP), Kiren Andrew (Treasury), Tanya Zeriga (WCS), Ian Orrel (OPRA), Sebastian Schienle (McKinsey & Company)

Members Absent: Gewa Gamoga (PNGFA), Felix Bablis (NRI), Karen Hiawalyer (DNPM), Daniel Kereka (DNPM), Douglas Maip (DNPM), Iruna Rogakila (DLPP), Timothy Mais (treasury), Udai Pal (NARI), John Demerua (NARI), John Michael (DEC), Barbara Lokes (UPNG Remote Sensing), Ross Sinclair (WCS), Kevin Samuel (Finance), Alex Kana (DPLGA), Cecily Kome (Finance), James Sabi (DEC), Harry Rei (ORD), Thomas Viot (EU), Simon Saulei (FRI/PNGFA), Roy Banka (WWF), Shun Nesaki (JICA), Toru Gomi (Forestry Agency of Japan), Wataru Yamamoto (RECS), Masamichi Haraguchi (Kokusai Kogyo), Hiroki Miyazono (JICA), Stephen Rambe (ORD), Donald Hehona (Treasury), Ben Ngava (Live & Learn), Anjali Brown (Live & Learn), Clement Bourse (EU), Amos Goodwil (PNGFA), Gabriel Samol (PNGFIA), Steve Nicholls (UNDP), Thomas Paka (EFF), Justine Ondopa (EFF), Senson Mark (EFF), Matt Leggett (WWF), John Yareki (DLPP), Nesaki Shun (JICA)

AGENDA

1. Opening – Welcome Note
 - Meeting Objective
- 2. UN-REDD National Joint Program (NJP) submission**
3. Comments/questions on UN-REDD NJP submission
4. Next steps and way forward

Expected outcomes of the meeting

- Clear understanding on the UN-REDD NJP submission and the integration of comments
- Build a clear understanding and relationship between all stakeholders

SUMMARIES OF KEY AGENDA DISCUSSION

1. Opening with welcoming members and stating the objectives of the meeting.

Objectives: a) update the UN-REDD NJP submission
b) view and voice the comments made by different stakeholders

- 2. UN-REDD National Joint Program (NJP) submission**

The UN-REDD NJP was formally submitted on the 1st of October, 2010. The NJP was submitted through the UN Resident Coordinator to UN-REDD Secretariat and the UN-REDD Secretariat is currently conducting review and translation of the document. The document will be brought up in the 5th UN-REDD Policy Board meeting on 4th – 5th November.

The submitted UN-REDD NJP document integrated feedback from a range of stakeholders including PNGFIA, Government of Australia/AusAID, Steve Nicholls with UNDP and UNEP, UNDP and FAO. Comments and feedback were particularly integrated from PNGFA and DAL while all NCCC members endorsed the UN-REDD NJP submissions. The final version of the UN-REDD NJP document is presented today in this meeting and was also circulated in the last few days. It includes an updated version of the minutes of REDD+ TWG Meeting 14 integrating comments made by Gabriel Samol, PNGFIA and Thomas Paka, EFF.

Objectives

The objectives of the NJP was highlighted in the 14th REDD+ TWG Meeting, however, is presented again (see power point pages attached).

Priority Actions

Presented on page/slide 3:

- Establishment of OCCD and recruitment of staffs. OCCD staff planned for involvement in a few capacity building activities including workshops, learning/training sessions, etc. OCCD supported by consultants – McKinsey and

secondment positions which is, 1) a MRV shadow Director working very closely with the Director, and 2) Program Manager who implements and oversees programs under the NJP.

- OCCD and stakeholders working on policy framework and development
- OCCD and partner stakeholders both government, NGOS and civil society groups had a good feedback on REDD+ and climate change issues/topics presented at the first provincial consultation in Manus. Feedback posted on national daily papers, Post Courier and National in the past two days. Envisaged budget towards Stakeholder Consultation is K4.5m by GoPNG
- MRV is the highlighted priority action for PNG because it is seen as an opportunity to drive MRV forward. Donors like JICA supporting MRV through PNGFA.

AusAID enquired if a copy of the OCCD's budget and corporate plan could still be shared as a means to see the Government of PNG's/OCCD's funding commitment and priorities for 2011.

Outcomes

The outcome of UN-REDD NJP submission compared to last year 2009 submission has not changed much. Page/Slide 5 and 6 of presentation (attached) highlights the differences. Outcome 1 and 5 are same but 2, 3 and 4 have changed or are addressed under different outcome. MRV is the focus of the current submission (2010 UN-REDD NJP) with a large budget while the other outcomes are slightly less compared to 2009 submission.

Governance Structure

The structure and function of the NJP is closely tied to existing bodies that closely involve different GoPNG departments (e.g, PNGFA, DEC, DAL, etc.) and stakeholders OCCD is responsible for Programme Management in climate change while working closely with other stakeholders. Most decisions will be made by the REDD TWG who is the Programme Management committee.

Management Arrangement

The Programme Management Team for UN REDD NJP will be lead by the OCCD Executive Director as Programme Director, assisted by Program Deputy Director who will be the OCCD Director for REDD+ and Mitigation. The support staff to the Program Director and Deputy Director is the Programme Manager (position to be funded by NJP) plus OCCD Divisions, REDD+ and Mitigation and MRV and National Communication. The Programme Management Committee is the REDD+ TWG including the UN agencies involved in the NJP. The Programme Executive Board (PEB) is co-chaired by the PNGFA Managing Director and the UN Resident Coordinator. Members of the PEB include PNGFA Managing Director, UN Resident Coordinator, NCCC members, UN REDD UN agencies and representatives of civil society and private sector.

3. Questions and comments on UN-REDD NJP submission

The UN-REDD NJP was formally submitted on the 1st of Oct, 2010, to the UN-REDD Secrerariat integrating all comments made by different stakeholders. But some open questions were asked for comments which are summarized below. It was agreed that additional comments to the NJP, will be noted and where possible OCCD will push to voice some major important concerns to UN-REDD

team. [Questions and comments from non-GoPNG organizations were received from Ian Orrel – OPRA, the Government of Australia]

OPRA – Raised concerns that about 4.2million hectares of agricultural leases were gazetted under lease-lease back arrangements to 3rd parties, where about 1.6 million hectares were gazetted in the last two weeks. In many cases, these agriculture lease projects use company names including ‘oil palm’ to imply benefits to landowners similar to oil palm projects in Kimbe, but have shown little agriculturally development so far.It is noted that agriculture leases are very important and may undermine any REDD+ activities, if not addressed. Under current lease-lease-back arrangements to 3rd parties, benefits under any benefit sharing arrangement would risk accruing to lease holders (foreign investors) rather than the indigenous population. Accordingly, agricultural leases should be at least mentioned in the NJP’s risk matrix and need to be addressed by the OCCD.

Response: Agriculture leases have indeed been overlooked in the risk matrix. This will be adjusted before the NJP is signed. Other than that, the REDD+ TWG and Agriculture Sub-working Group (ASWG) will continue to work on this issue. It was also mentioned that the ASWG is still pending the appointment of a new chair.

OPRA – Proposed that if chair is undecided at the moment, that former chair Martin Barl, now OCCD, would continue as deputy chair until a chair is appointed.

Response: Martin said to think about it.

OPRA – Asked for the participation of UPNG in a MRV system whether it is a single contract or overall for whole MRV actions.

Response: UPNG positively responded to participation in MRV.

UNDP – Raised concerns about the relationship of NGOs, especially EFF regarding complaints made by some NGOs on OCCD lack of response, that not enough time was given for comments to be made. It was suggested that OCCD must talk to EFF and clarify the cloudiness of misunderstanding between the NGOs and OCCD.

Response: EFF had been invited to the TWG meeting also, but did unfortunately not attend. OCCD to follow up again and seek comments from EFF before October 21 when final comments have to be submitted to UN-REDD Secretariat before the Policy Board meeting.

WCS – raised concerns that dispute resolution mechanism is very important when dealing with land issues, however it is noted that the NJP document does not mention anything on the dispute resolution, should it arise, in the priority actions.

Response: Dispute resolution mechanisms should be addressed also in the envisaged Benefit Sharing Mechanism Study to be carried out outside the scope of the NJP.

Gabriel Samol, PNGFIA – Sent his apologies and submitted additional comments emphasizing that:

- *The proposed program must be capable of being implemented by staff of OCCD and other domestic agencies, and the development and acquiring of appropriate skills by the national staff of OCCD in particular and other agencies is absolutely critical*
- *To ensure effective implementation some months and years for the date of proposal, PNG, home grown expertise are fully involved in the preparation, monitoring, evaluation of progress etc*
- *PNG must slowly move away from dependence on foreign consultants and advisors*
- *For each anticipated output, one should be able understand and foresee from start to finish all aspects (legal, social technical, policy legislative requirements etc) before implementation*
- *OCCD has no legal and legislative powers at this stage and in the foreseeable future and there seem to be no priority is given to this area under the project*

Meetings around the country and internationally

1. Next week , an economic sector meeting in Milne Bay where OCCD has slot in climate change
2. End of Oct, there will be a provincial consultation on REDD+ projects in West New Britain
3. PNGFA will also attend a forestry meeting in Milne Bay next week and also in Goroka the following week which OCCD may be part of
4. Early November EFF will host a road show on climate change o-hosted by OCCD in East New Britain

**Annex 2 –
NCCC Business Paper
'PNG UN-REDD National Programme'**



**OFFICE OF CLIMATE CHANGE
AND DEVELOPMENT (OCCD)**

NATIONAL CLIMATE CHANGE COMMITTEE

24th September 2010

BUSINESS PAPER – PNG UN-REDD National Joint Programme

NATIONAL CLIMATE CHANGE COMMITTEE

BUSINESS PAPER FOR CIRCULAR APPROVAL

**SUBJECT: SUBMISSION OF THE PNG UN-REDD NATIONAL JOINT PROGRAMME TO THE
UN-REDD POLICY BOARD**

PURPOSE

- To update the Committee of the progress on the UN-REDD National Joint Programme (NJP)
- To ask for the Committee's approval of the NJP for submission to the 5th UN-REDD Policy Board

RECOMMENDATIONS

- That the Committee approves the PNG UN-REDD NJP.

FACTS AND CONSIDERATIONS

The UN-REDD Programme is the United Nations Collaborative initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in September 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

Papua New Guinea is one of nine pilot countries that the UN-REDD Programme currently supports. After a year of only limited progress, the OCCD, in collaboration with GoPNG and civil society stakeholders, has prepared a submission to the 5th UN-REDD Policy Board on 4-5 November 2010.

The NJP's focus is to help PNG develop a MRV system that would enable the country to transparently monitor GHG emissions from deforestation as a key component of REDD+ readiness. The NJP targets the following 5 outcomes for the programme period 2010-13:

- REDD+ readiness management arrangements are in place.
- A National MRV system has been developed in an open and transparent procurement process.
- Historical drivers of deforestation have been assessed.
- The monitoring of abatement concepts is supported.
- Stakeholders are aware of REDD-plus activities and opportunities in PNG.

A multi-stakeholder validation meeting was held on 22 September 2010 as part of the REDD+ Technical Working Group. At that meeting, members of the REDD+ Technical Working Group approved the NJP with some technical comments that are currently being integrated into the draft. In order for the NJP to be considered by the UN-REDD Policy Board, the submission has to be received by 1 October 2010 and is now awaiting final approval from the Committee.

FINANCIAL IMPLICATIONS

Approval of the PNG's NJP by the UN-REDD Policy Board would make available funding for REDD+ readiness activities, particularly a Measurement, Reporting and Verification system for greenhouse gas emissions from land use, land-use change and forestry, of USD 5,970,920, to be administered by participating UN agencies (FAO and UNDP).

LEGAL IMPLICATIONS

None.

PLANNING IMPLICATIONS

Once approved, implementation of the joint programme will be closely coordinated and planned jointly with GoPNG stakeholders.

POLITICAL IMPLICATIONS

Views of the Secretaries will be sought in the meeting.

VIEWS OF THE OCCD


The OCCD recommends these measures.

ANNEXES

- ANNEX I – PNG UN-REDD National Joint Programme


Committee's Decision;

Members approve the PNG UN-REDD National Joint Programme for submission to the 5th Policy Board by 1 October 2010.



Mr. Manasupe Zurenuoc
Acting Chief Secretary

Approved
 Rejected

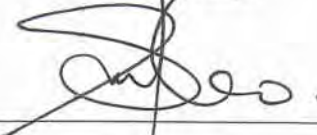


Ms Margaret Elias
Secretary
Department of Prime Minister & NEC

Approved
 Rejected

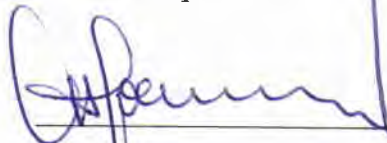
 Approved
 Rejected

Dr. Wari Iamo
Acting Executive Director
Office of Climate Change
and Development



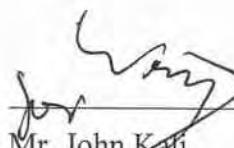
Dr. Lawrence Kalinoe
Secretary
Department of Justice and
Attorney General

Approved
 Rejected




Mr. Kanawi Pouru
Managing Director
PNG Forest Authority

Approved
 Rejected



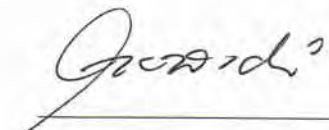
Mr. John Kafi
Secretary
Department of Personnel Management

Approved
 Rejected




Mr. Anton Benjamin
Secretary
Department of Agriculture
and Livestock

Approved
 Rejected



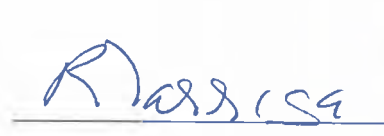
Mr. Simon Tosali
Secretary
Department of Treasury

Approved
 Rejected



Mr. Pepi Kimas
Secretary
Department of Lands &
Physical Planning

Approved
 Rejected



Mr. Joseph Lelang
Secretary
Department of National Planning and
Monitoring

Approved
 Rejected

 Approved
 Rejected

Mr. Rendle Rimua
Secretary
Department of Petroleum & Energy

 Approved
 Rejected

Mr. Sylvester Pokajam
Managing Director
National Fisheries Authority

Committee's Decision;

Members approve the PNG UN-REDD National Joint Programme for submission to the 5th Policy Board by 1 October 2010.

Approved

Approved

Rejected

Rejected

Mr. Manasupe Zurenuoc
Acting Chief Secretary

Ms Margaret Elias
Secretary
Department of Prime Minister & NEC



Approved

Approved

Rejected

Rejected

Dr. Wari Iamo
Acting Executive Director
Office of Climate Change
and Development

Dr. Lawrence Kalinoe
Secretary
Department of Justice and
Attorney General

Approved

Approved

Rejected

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Mr. Kanawi Pouru
Managing Director
PNG Forest Authority

Mr. John Kali
Secretary
Department of Personnel Management

Approved

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Approved

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Rejected

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Mr. Pepi Kimas
Secretary
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Physical Planning

Mr. Joseph Lelang
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Monitoring

Approved

Approved

Rejected

Rejected

Mr. Rendle Rimua
Secretary
Department of Petroleum & Energy

Mr. Sylvester Pokajam
Managing Director
National Fisheries Authority

Committee's Decision;

Members approve the PNG UN-REDD National Joint Programme for submission to the 5th Policy Board by 1 October 2010.

Approved

Approved

Rejected

Rejected

Mr. Manasupe Zurenuoc
Acting Chief Secretary

Ms Margaret Elias
Secretary
Department of Prime Minister & NEC

Approved

Approved

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Acting Executive Director
Office of Climate Change
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Secretary
Department of Justice and
Attorney General

Approved

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Mr. Kanawi Pouru
Managing Director
PNG Forest Authority

Mr. John Kali
Secretary
Department of Personnel Management

Approved

Approved

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Rejected

for J. Benjamin

Mr. Anton Benjamin
Secretary
Department of Agriculture
and Livestock

Mr. Simon Tosali
Secretary
Department of Treasury

Approved

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Secretary
Department of National Planning and
Monitoring

Approved

Approved

Rejected

Rejected

Mr. Rendle Rimua
Secretary
Department of Petroleum & Energy

Mr. Sylvester Pokajam
Managing Director
National Fisheries Authority

Committee's Decision;

Members approve the PNG UN-REDD National Joint Programme for submission to the 5th Policy Board by 1 October 2010.

- Approved
 Rejected

Mr. Manasupe Zurenuoc
Acting Chief Secretary

- Approved
 Rejected

Dr. Wari Iamo
Acting Executive Director
Office of Climate Change
and Development

- Approved
 Rejected

Mr. Kanawi Pours
Managing Director
PNG Forest Authority

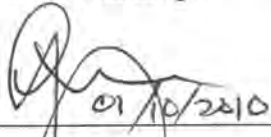
- Approved
 Rejected

Mr. Anton Benjamin
Secretary
Department of Agriculture
and Livestock

- Approved
 Rejected

Mr. Pepi Kimas
Secretary
Department of Lands &
Physical Planning

- Approved
 Rejected

for  01/10/2010

Mr. Rendle Rimua
Secretary
Department of Petroleum & Energy

- Approved
 Rejected

Ms Margaret Elias
Secretary
Department of Prime Minister & NEC

- Approved
 Rejected

Dr. Lawrence Kalinoe
Secretary
Department of Justice and
Attorney General

- Approved
 Rejected

Mr. John Kali
Secretary
Department of Personnel Management

- Approved
 Rejected

Mr. Simon Tosali
Secretary
Department of Treasury

- Approved
 Rejected

Mr. Joseph Lelang
Secretary
Department of National Planning and
Monitoring

- Approved
 Rejected

Mr. Sylvester Pokajam
Managing Director
National Fisheries Authority

**Annex 3 –
Secondment position of a ‘technical assistant’
to the OCCD Director MRV and National
Communication – Description**



OFFICE OF CLIMATE CHANGE AND DEVELOPMENT (OCCD)

– OFFICE OF THE EXECUTIVE DIRECTOR –

Telephone: (675) 325 0180
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Level. 7 Somare Foundation
 P O Box 6601
 BOROKO, NCD

Technical Assistant – MRV & National Communication

<u>Reports to:</u>	Director MRV & National Communication
<u>Status/period</u>	Temporary position (12 months with possible extension)
<u>Location:</u>	Office of Climate Change and Development, Port Moresby
<u>Special conditions:</u>	Frequent travel to Provinces will be required


Background

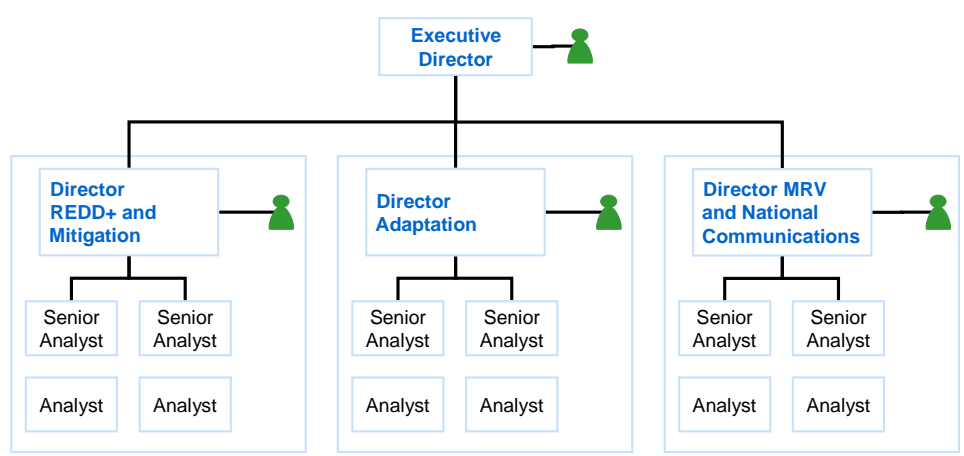
The OCCD leadership team includes the Executive Director and 3 Directors of the respective division. All 4 positions have been filled with highly qualified individuals. Given the complexity of their tasks combined with generally low capacity levels within PNG, it is expected that Directors will spend significant amounts of their time on logistical and process work.

To increase the efficiency and effectiveness of the OCCD leadership team over the next 12 months the Office is looking for international technical assistants to support the 3 Directors and potentially the Executive Director.

EXHIBIT 1

Technical assistants in OCCD's structure

 Technical Assistant



Objective

Increase the effectiveness and efficiency of the OCCD Director by

- Freeing up the Director's time otherwise spent on logistical and process work
- Supporting the Director with his day-to-day tasks
- Coaching the Director with best practice process and project management skills

Role / job specifications

Meeting management: setup meetings, prepare agenda/documents/minutes, ensure follow up

Process management: keep track of Director's action items, ensure strict follow-up

Coaching: provide Director with immediate feedback and act as sounding board

Build capacity: codify and share insights, train successor

Accountability & working relationship

The Technical Assistant will report directly to the Director MRV & National Communication and will be fully embedded into the OCCD organization.

Qualifications

Academic: Minimum bachelor degree from an internationally renowned university

Work: Minimum of 2 year work experience in a private or public sector role requiring good process and project management. Content knowledge on MRV, National Communication and/or stakeholder engagement processes a plus.

Personal skills: Self driven and motivated by "helping individuals improve themselves"

**Annex 4 –
National Programme Manager –
Draft Terms of Reference**



OFFICE OF CLIMATE CHANGE AND DEVELOPMENT (OCCD)

– OFFICE OF THE EXECUTIVE DIRECTOR –

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Email: officesecc@dec.gov.pg

Level. 7 Somare Foundation
P O Box 6601
BOROKO, NCD

PNG UN-REDD National Programme Manager

<u>Reports to:</u>	Deputy National Programme Director (DNPD)
<u>Status/period</u>	Temporary position (12 months with possibility for extension)
<u>Location:</u>	Office of Climate Change and Development, Port Moresby
<u>Special conditions:</u>	Frequent interaction with other stakeholders in Government, UN agencies, civil society and the private sector required

Background

The PNG UN-REDD National Programme (NP) aims to support the Government of PNG to further its efforts towards REDD readiness. The NP places heavy emphasis on the development of a Measurement, Reporting and Verification (MRV) system for PNG, as an important complement to PNG's domestic climate-change efforts. The NP will be managed and coordinated by the Office of Climate Change and Development, in close cooperation with other government agencies, particularly the PNG Forest Authority, and UN agencies. The NP will be implemented with the frequent consultation of a broad range of stakeholders including Government, civil society, the private sector and development partners.

Objective

The overall objective of the assignment is to ensure efficient and effective implementation of the PNG UN-REDD National Programme.

Role / job specifications

- Prepares and updates project work plans that are consistent with guidance provided by UN-REDD, and submits these to the Deputy National Programme Director (DNPD), National Programme Director (NPD) and UN agencies for clearance;
- Prepare and participate in quarterly work planning and progress reporting meetings with the DNPD, NPD, PMU, and UN agencies;
- Ensures that all agreements with implementing agencies are prepared, negotiated and agreed upon.

- Drafts TORs for key inputs (i.e. personnel, sub-contracts, training, procurement) and submits these to the DNP, NPD and UN agencies for clearance, and administers the mobilization of such inputs.
- With respect to external project implementing agencies/ sub-contractors:
 - Ensures that these agencies mobilize and deliver the inputs in accordance with their letters of agreement or contracts, and
 - Provides overall supervision and/or coordination of their work to ensure the production of the expected outputs.
- Assumes direct responsibility for managing the project budget by ensuring that:
 - Project funds are made available when needed, and are disbursed properly,
 - Expenditures are in accordance with the project document and/or existing project work plan,
 - Accounting records and supporting documents are properly kept,
 - Required financial reports are prepared,
 - Financial operations are transparent and financial procedures/regulations for NEX projects are properly applied; and
 - S/he is ready to stand up to audits at any time.
- Drafts project progress reports of various types and the Final Project Report as scheduled, and organizes review meetings and evaluation missions in coordination with UN agencies.
- Reports regularly to and keeps the NPD and UN agencies' PO's up-to-date on project progress and problems.

Accountability & working relationship

The Programme Manager will report directly to the Deputy National Programme Director and will be fully embedded into the OCCD organization. As such, administrative support will be supplied by OCCD, and where needed by UNDP officers (e.g. regarding contractual issues). The Programme Manager will also work closely with stakeholders from other relevant ministries/agencies, provincial and district DPAs, and bilateral and multilateral development partners.

Qualifications

Academic: Minimum bachelor degree from an internationally renowned university; Post graduate degree in Environmental Science, Natural Resource Management, Environmental Economics, or similar preferred.

Work: Minimum of 2 year work experience in a private or public sector role requiring good process and project management. Content knowledge on MRV and/or REDD-plus and conservation a plus.

Personal skills: Strong inter-personal skills, especially oral and written communication skills.

Language skills: Proficiency in both spoken and written English.

Computer skills: Good computer literacy, particularly proficiency with Microsoft Office; hands-on experience with data management and data analysis desired

**Annex 5 –
Request for Expression of Interest for the
Provision of MRV Services –
Terms of Reference**



**OFFICE OF CLIMATE CHANGE
AND DEVELOPMENT (OCCD)**

– OFFICE OF THE EXECUTIVE DIRECTOR –

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Facsimile: (675) 325 0182 P O Box 6601
Email: officesec@dec.gov.pg BOROKO, NCD

Request for Expression of Interest

**Terms of Reference for the Provision of Measurement, Reporting
and Verification (MRV) Services**

1. Context and background

The Government of Papua New Guinea is currently developing a Strategy for Climate-Compatible Development. A critical component of this strategy is to Reduce Emissions from Deforestation and Forest Degradation Plus Conservation, Sustainable Forest Management and Carbon Stocks Enhancement (REDD+). Papua New Guinea is taking a lead on REDD+ internationally by co-chairing the global Interim REDD+ Partnership that seeks to enshrine REDD+ as a viable development and climate change mitigation option for developing countries.

In parallel with its international leadership, the Government is now seeking to establish institutional foundations and develop its readiness for REDD+ domestically. National Executive Council Decision no. 55/2010 mandates the newly created Office of Climate Change and Development (OCCD) to coordinate the development of a national system for Measurement, Reporting and Verification (MRV) of greenhouse gas emissions from land use, land-use change and forestry (LULUCF). This system is a crucial enabler for the payments for ecosystem services that are at the heart of the REDD+ concept.

The government's Interim Action Plan for Climate-Compatible Development and subsequent work by the cross-departmental MRV sub-working-group identifies the following requirements for a national MRV system for LULUCF:

- A system to classify land use and land cover, and to monitor forest cover from remote sensing data;
- Regular forest, carbon and land surveys to estimate terrestrial carbon stocks, verify changes to local land use, and verify and corroborate the remote sensing-based system;
- The development of a comprehensive inventory of greenhouse gas (GHG) emissions from LULUCF for reporting purposes.

The OCCD, mindful that many of these capacities already exist or are being developed within Papua New Guinea, notably by the Papua New Guinea Forest Authority (PNGFA), the University of Papua New Guinea and others, is now inviting interested parties to submit their qualifications for the development of such an integrated system and/or the components of it. Parties should note that qualifications will be treated in strict compliance with the rules and procedures of the Central Supply and Tenders Board (CSTB). The OCCD intends to conduct a public tender, in accordance with the regulations of the Central Supply and Tenders Board, at a later date this year.

2. Objectives

The overarching goal is to develop a system for Measurement, Reporting and Verification of GHG emissions from LULUCF that allows Papua New Guinea to have timely information on emissions and emission savings from these sectors. Core components of the MRV system are to be housed in, and operated by, institutions within Papua New Guinea. The system for Measurement, Reporting and Verification should be designed to meet the following objectives:

- Provide regular updates of changes to land use and land cover, with particular focus on forest cover,
- Provide regular estimates of the resulting GHG emissions at the country, provincial and district levels, and provide annual updates to the inventory of greenhouse gases (GHGs) for reporting purposes;
- Enable the Executive Director of the OCCD as the Designated National Authority to report these figures to external organizations, including the UNFCCC and other parties as appropriate;
- Permit third parties inside and outside Papua New Guinea to review the figures and underlying data to verify their accuracy ;
- Develop the capacity and institutions to operate the MRV system in Papua New Guinea.

The system should also be capable of complementing and expanding Papua New Guinea's capacity to provide output on land cover change and forest conditions for national and international reporting processes such as the national State of the Forest Report and Forest Pan, the FAO Global Forest Resource Assessment and the Convention on Biodiversity. This would include, but not be limited to, an estimation of timber stocks, forest health, forest disturbances such as fire, landslide or storm damage, human activities such as timber harvesting (for industrial and domestic purposes, including fuelwood) and collection of non-timber forest products and the status and condition of biodiversity at site and landscape scales.

In providing these capacities, the system should as far as possible build on systems and capacities that already exist in Papua New Guinea today, as well as on ongoing efforts by the Government of Papua New Guinea, development partners and other organizations to develop additional capacity in areas related to the MRV system.

3. Policy and institutional requirements

Interested parties must specify:

- The elements of the system that they will provide themselves and the institutions that these will be housed in;
- The elements of the system that they will outsource to other organizations, including both those within and outside Papua New Guinea, mindful that the core elements of the system are to be housed in Papua New Guinea;
- Their intended collaboration with existing institutions in Papua New Guinea, including amongst others the National Climate Change Committee (NCCC), the OCCD, PNGFA, and the Forest Research Institute (FRI);
- The mechanism and frequency by which the system enables the OCCD (and other organizations as appropriate) to report to the Government, UNFCCC and others;
- The mechanism to ensure conformity to the National System for GHG reporting, particularly proper institutional, legal and procedural arrangements taken to allow the OCCD to report and to archive all information in a transparent, complete, consistent, comparable and accurate way and to ensure the quality of delivered information;
- The mechanisms by which the system would foster transparency at the national and international levels, including opportunities for verification by third parties;
- The technical and human capacities needed for each component of the system and how they propose to develop these capacities through training, coaching, and procurement of services from domestic and international providers.

4. Technical requirements

Interested parties must specify:

- The specifications of the following system elements:
 - 1) Activity data
 - Remote sensing, including sensors proposed with description of types (e.g., optical, radar, LIDAR), resolution and frequency of update, current coverage of Papua New Guinea, expected continuity and risk of failure of the proposed sensors, and classification and/or interpretation methodologies;
 - Ground surveys, including the proposed survey methodology and proposed coverage and frequency;
 - Accuracy assessment and uncertainty analysis of data ;
 - The financial and human resources required.

- 2) Expansion factors, data collection and analysis
 - How carbon stock and carbon stock change data are collected, and how non-CO₂ fluxes are measured
 - Systems (software and hardware) used for analysis
 - Accuracy assessment and uncertainty analysis of data
 - The financial and human resources required
 - 3) Data integration and reporting
 - How a national GHG inventory will be constructed and reported
 - System to be used for database management and creation of output
 - Examples of output generated (e.g., charts and maps)
 - Accuracy assessment and uncertainty analysis of data
 - The resources required (hardware, software, human etc.)
 - 4) Verification
 - Ability of other institutions to interrogate and verify data
 - Conformity of reporting system with IPCC and UNFCCC requirements
 - Ability of system to undergo audit by the UNFCCC
 - Accuracy assessment and uncertainty analysis of data
- The compliance of their system with the guidelines of IPCC, UNFCCC and other internationally accepted best practices
 - Their experience of applying this system in comparable contexts (e.g., countries with extensive, cloud-covered rainforests; countries with limited existing capacity to operate an MRV system in the public and private sectors)
 - The names, qualifications and experience of the technical staff and consultants who would be involved in developing the system in Papua New Guinea (including who would be based in the country permanently and who would be available part-time and as needed)
 - The relationship of the proposed MRV system to existing systems, databases and resources within Papua New Guinea, including in particular:
 - The Forest Monitoring System run by the PNG Forest Authority
 - The Remote Sensing Centre at the University of PNG
 - The Forest Research Institute

5. Format for submission

In order to be considered as potential supplier, interested parties should submit their Expression of Interest including the following information:

1. Brief presentation of the parties associated with the proposal;
2. Reference list demonstrating the qualifications of the interested parties for participating in this tender process. The referenced projects should be related to the same kind of services and highlight the applicability to the specific local conditions in Papua New Guinea;
3. An opinion on the key issues related to the establishment of the system for Measurement, Reporting and Verification, particularly
 - a. Compliance with policy and institutional requirements (see section 3 for details);
 - b. Compliance with technical requirements (see section 4 for details);
4. Preliminary timeline and budget for system development;
5. Contact information (full name and address, country, telephone and fax numbers, e-mail address, website and contact person);
6. Declaration of intent (see Schedule 1).

For clarifications, interested parties may obtain further information at the address below:

Office of Climate Change and Development (OCCD)
Director MRV and National Communication
P. O. Box 6601
Boroko, N.C.D
Papua New Guinea

Telephone: (675) 325 0180

Facsimile: (675) 325 0182

Email: gsissiou@dec.gov.pg

Interested parties are requested to submit their Expression of Interest in both hardcopy and electronic format, to be included on CD or submitted by email to gsissiou@dec.gov.pg. Complete Expression of Interest documents must be delivered to the address below by 1pm PNG time on 24 September 2010.

Office of Climate Change and Development (OCCD)
Office of the Executive Director
P. O. Box 6601
Boroko, N.C.D
Papua New Guinea

Alternatively, if hand delivered, documents must be delivered to:

Office of Climate Change and Development (OCCD)
Office of the Executive Director
Somare Foundation Building, Level 7
Corner of Sir John Guise Dr. and Independence Ave.
Waigani, N.C.D.
Papua New Guinea

The OCCD reserves the right to change or cancel the requirements at any time during the EOI and/or solicitation process. The OCCD also reserves the right to require compliance with additional conditions as and when issuing the final solicitation documents. Submitting a reply to a call for EOI does not automatically guarantee receipt of the solicitation documents when issued. Invitations to bid or requests for proposals and any subsequent purchase order or contract will be issued in accordance with the rules and procedures of the Central Supply and Tenders Board and the Public Finance (Management) Act.

SCHEDULE 1

Declaration of intent

I, _____, on behalf of
_____, do hereby
declare that all the information above is true and complete to the best of my knowledge and
ability.

Signed at _____ on this day the _____ 2010.

(Signature)

**Annex 6 –
REDD+ project guidelines –
Draft document**



REDD+ projects guidelines

Draft for public consultation



Government of Papua New Guinea

Office of Climate Change and Development
November 2010

Announcement

The present document is a draft for consultation.

Comments and feedback are encouraged and may be submitted to Ms. Eunice Dus at eunicejd@gmail.com, or:

Ms. Eunice Dus

Office of Climate Change and Development

c/- Department of Environment & Conservation

Somare Foundation Building, 7th Floor

P.O. Box 6001

Boroko

National Capital District

Phone: (675) 325 0180

Fax: (675) 325 0812

The deadline for submission is: **Friday, 7th January 2010.**

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Introduction

Climate change is both a threat and an opportunity for Papua New Guinea. Our greenhouse gas emissions are high relative to our level of development especially due to emissions from land use, land-use change and forestry (LULUCF) which account for over 95% of total emissions. Reducing emissions from avoided deforestation and forest degradation plus conservation, sustainable forest management and carbon stock enhancement (REDD+) has the potential to reduce 2030 emissions by approximately 60% to 80%¹ compared to business as usual.

The purpose of these guidelines is to ensure that Government-supported REDD+ activities have real emission reduction benefits and meet high standards of environmental, social and fiduciary safeguards and that projects are assessed in a transparent manner, based on criteria that are easily accessible by all stakeholders. The safeguard criteria will determine which REDD+ pilot projects and demonstration activities receive the support of the Government.

REDD+ projects under these guidelines are defined as any activity that specifically aims to develop, test and trial mechanisms that substantially and measurably reduce greenhouse gas (GHG) emissions by actively managing processes of avoided deforestation and forest degradation, enhancing forest carbon stocks, implementing sustainable forest management, afforestation and reforestation.

These guidelines were prepared by Office of Climate Change and Development (OCCD) and endorsed by the National Climate Change Committee (NCCC) and National Executive Council (NEC), drawing heavily on input from the multi-stakeholder REDD+ Technical Working Group.

In the short term, this preliminary version of the REDD+ project guidelines will be utilised to appraise proposals for REDD+ pilot projects and demonstration activities. They are intended to guide the evaluation process of responses to specific requests for proposals for REDD+ projects that the Government will issue and other pilot activities. As such, proponents will find them a good reference when compiling a proposal for consideration.

¹ See the Government of PNG's Interim Action Plan for Climate – Compatible Development

In the medium to long term, we hope that the lessons from the pilot and demonstration activities will contribute to an updated version of the guidelines, which will form the basis for participation of projects in the envisaged national REDD+ scheme. As an evolving document, these guidelines will continue to be updated and refined based on feedback and lessons learned during implementation.

PUBLIC CONSULTATION DOCUMENT

REDD+ project approval process

This section describes how proposals for REDD+ projects submitted by proponents are assessed and approved by the Technical Working Panel, and includes explanations on required documents, Technical Review Panel and stages of the evaluation process.

DOCUMENTS FOR SUBMISSION

There are two documents that need to be submitted by the project proponent to the Technical Review Panel through the OCCD to gain final approval for a project. Initially the proponent submits a project concept note and following the proponent submits a project design document.

Project Concept Note

Proponents submit a project concept note for early feedback from the Technical Review Panel. This will help the Technical Review Panel and project proponents to review the feasibility of a project and gain an understanding of how to take project forward.

The project concept note consists of an explanation of the project background, objectives, description and potential challenges and impact and is a maximum of 10 pages. Project proponents also have to briefly explain what they will do to fulfil mandatory criteria and what potential support is needed.

Project Design Document

The project design document is a more complete version of the project concept note and is submitted for assessment to the Technical Review Panel. In this document, project proponents are expected to provide a comprehensive picture of the project design as developed based on the feedback received on the project concept note. This document consists of not more than 80 pages.

For the initial assessment, the proponent must provide all of the mandatory criteria and suggest what additional criteria are applicable. To gain final approval, the proponent must explain any additional criteria requested during the initial assessment.

TECHNICAL REVIEW PANEL

A Technical Review Panel, chaired by the REDD+ Director and/or Senior policy analyst of the OCCD, assesses all project design documents. This 10-person panel includes the following members:

- Government (four members)
 - OCCD REDD+ Director and/or Senior policy analyst (**Chair**)
 - One representative from each relevant governmental organisation (i.e., Papua New Guinea Forest Authority (PNG FA), Department of Agriculture and Livestock (DAL), Department of Environment and Conservation (DEC))
- Non-governmental organisation (two members)
 - One representative from each of two non-governmental organisations (NGOs)
- Development partner (two members)
 - One representative from each of two development partners
- Private sector or industry experts (two members)
 - One representative from each of the agriculture and forestry sectors

The members of the Technical Review Panel are appointed by the REDD+ Technical Working Group for the duration of 12 months and are endorsed by the NCCC. To avoid a potential conflict of interest, no representative can evaluate a project that comes from his/her own organisation, or that the organisation supports. For instance, an NGO representative cannot evaluate a project from his/her NGO or that is supported by that NGO.

Based on its assessment, the Technical Review Panel prepares a recommendation for the NCCC, which grants final approval for a project. The OCCD supports the Technical Review Panel in preparing its recommendation to the NCCC, by having its REDD+ analyst conduct the initial assessment.

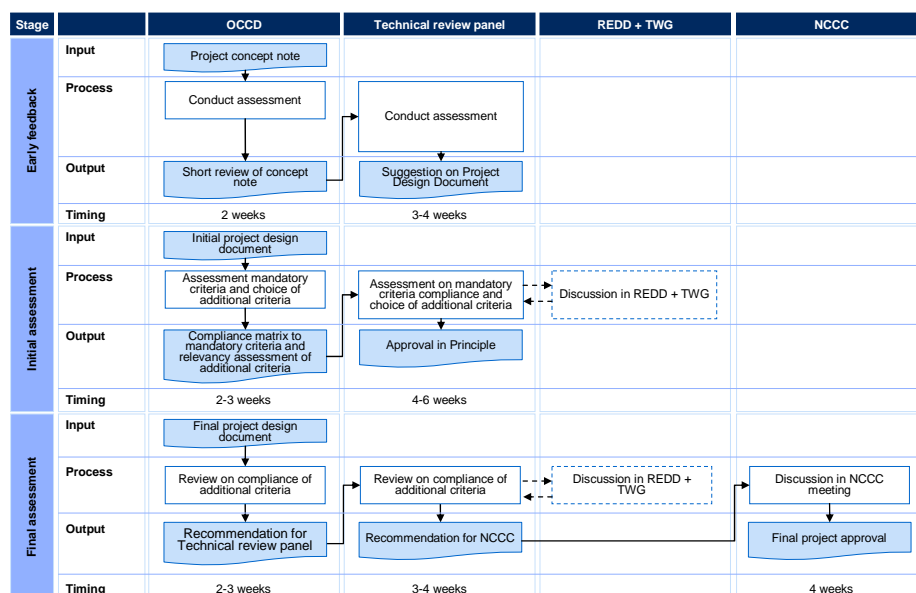
EVALUATION PROCESS

The evaluation process to assess a project's compliance with the REDD+ safeguards has three stages as shown in Exhibit 1, which are explained below.

EXHIBIT 1

REDD+ project approval process

Document Activity Optional activity



Early Feedback Stage

The early feedback stage allows proponents to receive feedback on a project concept note before submitting it formally for assessment against the safeguard criteria. Proponents can submit draft project concept notes to the OCCD for review or propose an informal meeting to discuss an idea for a project.. Proponents will be given advice on how to proceed to project design document if projects are considered good to be developed further. If not, project proponents will be asked to improve project concept note based on feedback and resubmit again.

Assessment Stage

During the assessment stage, the Technical Review Panel evaluates project concept notes and decides whether to approve projects based on the safeguard criteria. The process begins when project proponents submit project concept notes to the OCCD, following the steps outlined below.

Initial assessment

Regardless of the type and scope of the project, each proponent needs to show compliance with a set of mandatory safeguard criteria, which are uniform for

every type and scope of project. The proponent also needs to propose which additional criteria from the safeguards catalogue are most important and relevant for the scope and type of the project by deeming criteria either 'relevant' or 'not relevant' criteria will be relevant for large projects that have expansive scope. This customised list will form the basis for the final evaluation by the Technical Review Panel.

The Technical Review Panel will review the proposal's response to the mandatory criteria and the proposed categorisation of additional criteria. With the help of the OCCD, the Technical Review Panel will prepare a recommendation to the NCCC as a decision maker that will include the following:

- A compliance review for mandatory criteria including requests for additional information, where necessary
- A review and adjustment of the categorisation of safeguard criteria
- A review of the proposed process to meet 'relevant' criteria, including requests for additional information, where necessary

Based on this recommendation, the NCCC will decide whether: the project will be declined, the proponent will be asked to amend the proposal, or the project will be given 'approval in principle':

- Declined: Projects will be declined if they do not sufficiently address safeguard criteria
- Request to Amend: Proponents will be asked to amend proposals where not all mandatory criteria are met sufficiently. Proponents will be then given a period of up to four months to resubmit the proposal
- Approval In Principle: Proponents who receive Approval in Principle for a project will be expected to provide evidence for compliance with the criteria within agreed time

The status 'approval in principle' indicates to the project proponent that the project is in line with PNG's overall objectives for REDD+ and will be endorsed if and when compliance with all relevant safeguards is proven, thereby justifying the additional efforts to ensure compliance.

Project proposals that require amendments may proceed to the final assessment stage if both compliance with mandatory criteria and relevant non-mandatory criteria is demonstrated in the re-submission.

Final assessment

When projects have passed the initial assessment stage, proponents are expected to prepare additional information on the project's compliance with 'important' additional criteria before receiving final approval to begin with project implementation. This information is to be provided to the OCCD and the Technical Review Panel within the period of time specified in the original project approval, usually a period of six months.

Once received, the Technical Review Panel reviews the submission for final assessment and either approves the project or requests additional information, if the submission does not provide sufficient evidence for compliance with 'important' additional criteria. If a proponent is unable to submit a complete proposal within 18 months of receiving 'approval in principle', approval is revoked. Projects for which Approval in Principle was revoked can only be resubmitted as new concept notes for initial assessment.

In some cases, the Technical Review Panel will ask project proponents to present their project and safeguard measures to the REDD+ Technical Working Group to obtain a broader opinion.

Periodical Monitoring Stage

During project implementation, projects undergo annual compliance reviews. Project managers need to conduct measurement, reporting and verification activities at the project level and report annually to the OCCD.

REDD+ safeguard criteria

The purpose of safeguard criteria is to set standards of quality of REDD+ projects in Papua New Guinea, while meeting the following objectives:

- 1) Protect landowner rights and interests in REDD+ demonstration projects
- 2) Prepare projects for future performance-based payments from international REDD+ sources
- 3) Ensure compliance of projects with internationally accepted safeguards

The REDD+ safeguard criteria comprise 37 criteria in six categories. These criteria constitute the requirements for a REDD+ project in Papua New Guinea. Criteria are applied to proposals in stages, with different criteria and requirements at different stages, as explained in the REDD+ approval process. Exhibit 2 shows an overview of all categories and sub-categories of the criteria.

EXHIBIT 2

REDD+ demonstration activity safeguard criteria



General Information	<ul style="list-style-type: none"> ▪ Conditions in the project area ▪ Management information ▪ Community characteristic ▪ Land ownership information ▪ Legal status and rules compliance
Climate compatibility	<ul style="list-style-type: none"> ▪ Strategy alignment ▪ Baseline projections ▪ Positive climate impact
Measurement, reporting, and verification	<ul style="list-style-type: none"> ▪ Climate monitoring ▪ Environment monitoring
Social safeguard	<ul style="list-style-type: none"> ▪ Consultation process ▪ Benefit sharing ▪ Poverty reduction and sustainable livelihood ▪ Capacity development ▪ Non-discrimination
Environmental safeguard	<ul style="list-style-type: none"> ▪ Baseline projections ▪ Biodiversity ▪ Impact on local resources
Fiduciary safeguard	<ul style="list-style-type: none"> ▪ Business plan metrics ▪ Funding sources ▪ Annual audit

The safeguard criteria fall under six main groups:

- **General information** consists of a description of the project area and its surrounding project zone, details about the project proponent(s) and community, as requested by criteria explained in following section

- **Climate compatibility** consists of all required climate-related safeguards to ensure additionality² and alignment with the national strategy.
- **Measurement, reporting, and verification (MRV)** requirements assure that project monitoring plans are sufficient and continuous monitoring will take place during project implementation.
- **Social safeguards** consist of community involvement and community-related impacts of the project. Proponents need to be able to ensure community rights are well taken care of.
- **Environmental safeguards** aim at ensuring that biodiversity and local resources are not negatively affected by the project. Projects are expected to not only achieve GHG abatement, but at the minimum also keep intact existing biodiversity and resources in the project area.
- **Fiduciary safeguards** are aimed at ensuring that financial flows of the project, such as payments for ecosystem services, REDD+ payments, or any other payments and compensation to landowners, where present, are managed in a transparent and accountable manner by the project proponent.

As explained above, criteria are divided into mandatory criteria, which each project needs to provide satisfactory information and compliance, and additional criteria for which the project proponent carries out a self-assessment of their relevance. However, some criteria might not be applied because of insufficient scale of a project. In the end, the Technical Review Panel with the input of the proponent will judge which additional criteria must be met by the proponent.

MANDATORY CRITERIA

All initial proposals, regardless of their project type and scope, will be assessed against a set of mandatory criteria as the first step in the assessment stage. These criteria must be fulfilled at the initial stage in order for the project to receive approval in principle and progress further in the approval process for REDD+ demonstration activities. Where criteria are not applicable, project proposals will clearly indicate why the mandatory criterion should not be considered.

² Additionality means that the project reduces emissions more than would have occurred in the absence of the project.

General Information on the Project

1. Conditions in the project area

- a) Characterisation of the project site's physical parameters, i.e., project area size, climate, topography using available data
- b) Clear map with coordinates of the boundaries of the project area

2. Management information

- a) Project proponent: A brief description of the lead organisation's structure, staffing and history, including evidence of Investment Promotion Authority (IPA) registration and a recent audit

3. Community characteristics

- a) A description of communities located in the project zone that describes the way in which people organise themselves socially (e.g., organisation of clans, total population by age group and gender, educational background) with a summary of basic socio-economic and cultural information

4. Land ownership

- a) Description of the legal status of land tenure, with a map showing what areas, if any, are registered, covered by Incorporated Land Group (ILG), or subject to ongoing or unresolved conflicts or disputes
- b) For projects that involve landowners, a brief description of the formal or informal organisation of landowners from the project area including ILGs; including copies of ILG certificates with appropriate social mapping and genealogy
- c) Land use plan for the project area shall conform to the district policy. This needs to be proven by submitting project area land use plan and

5. Legal status and rules compliance

- a) Evidence that the appropriate authorities, e.g., PNG Forest Authority, Department of Environment and Conservation, Department of Agriculture and Livestock, are aware of this project and have not raised any concerns with the project

Climate Compatibility

6. Strategy alignment

- a) Support of priority abatement levers outlined in PNG's Climate-Compatible Development Strategy (CCDS)

- b) Alignment with PNG Vision 2050 and the Medium Term Development Plan (MTDP)
- c) Project has to be consistent with Land Use Plans of local level government and ward councils, by explaining and if possible submitting comparison between project's plan and local level government's land use plan.

Social Safeguards

7. Consultation process

- a) Community's expression of interest in a formal letter
- b) Outline of planned FPIC (Free Prior and Informed Consent) process
- c) Evidence that at least 30% of customary landowners in the project area, half of whom must be women, have agreed to the project

8. Benefit sharing

- a) Outline of how project activities will contribute to sustainable incomes and employment opportunities that last beyond the initial setup of the project
- b) Project has to ensure local and indigenous people receive their rights and culturally appropriate social and economic benefits and do not suffer adverse effects from the projects

9. Non-discrimination

- a) Any employment opportunities generated by projects have to be filled based on equal opportunity if job requirements are met, regardless of gender, ethnicity, which is shown by employment plan

Fiduciary Safeguards

10. Business plan metrics

- a) A budget and business plan for the project's first five years (or length of total project if it is shorter than five years)

11. Funding sources

- a) Specification of the funding sources for the project (if they exist) and the amount committed per source

CATALOGUE OF ADDITIONAL SAFEGUARD CRITERIA

The catalogue of additional safeguard criteria lists all possible REDD+ project criteria, and therefore some criteria may not apply to specific projects. In the project concept note, proponents submit their own assessment of which criteria are relevant for the proposed project. The Technical Review Panel reviews this assessment according to the type and scope of the project and may require the submission of additional criteria with the project detailed design.

General Information on the Project

12. Conditions in the project area

- a) Types and condition of vegetation within the project area
- b) Existing transportation, water and electrical infrastructure

13. Management information

- a) An organisation chart of the project showing the relationships, roles and responsibilities of the project proponents, sub-national government and the local social institutions of people in the project area

14. Community characteristics

- a) Specification of locations of special significance or traditional cultural identity for the communities (e.g., areas of cultural, ecological, economic or religious significance identified in collaboration with the communities)
- b) Project does not create an involuntary resettlement from project area. If very necessary, a resettlement has to be voluntary and a description of strong reasons behind it needs to be developed

15. Land ownership

- a) An outline of the process used to determine land ownership by the project proponent; the result of establishing both land tenure and access rights (e.g., genealogies) and how this will affect the distribution of benefits

Climate Compatibility

16. Baseline projections

- a) Where the project aims at increasing carbon stocks or countering the decrease of carbon stocks in a specific area, clear and accessible data on the starting point of the carbon stock value and how the data was measured

- b) Defensible and well-documented business-as-usual GHG emission pathways, based on a methodology that is aligned with the CCDS and approved by the REDD+ Technical Working Group (TWG), OCCD and NCCC

17. Positive climate impact

- a) Estimate of the positive climate impact that will be created by the project, measured in tonnes of CO₂e abated
- b) Estimate of the negative climate impact that will be created by activities of the project both on-site and off-site (project-level leakage)
- c) Positive net emissions profile of the project (projects with negative net emissions profiles will not be considered)

Measurement, Reporting and Verification

18. Climate monitoring

- a) Initial plan for selecting carbon pools and non-CO₂ GHGs to be monitored, and frequency of monitoring. Note that a full monitoring plan (including monitoring leakage) is required within six months of the project start date, and results of the monitoring have to be made publicly available
- b) Solid and well-documented methodology of leakage calculation

19. Environmental monitoring

- a) Initial plan for selecting species (animals and plants) and natural resources to be monitored; frequency of monitoring. Note that a full monitoring plan is required to be submitted within six months of the project start date and the results of monitoring have to be publicly available

Social Safeguards

20. Consultation process

- a) FPIC mechanism for conducting proper and well-documented consultation with all stakeholders that will be impacted by this project
- b) Method of providing adequate notification to communities, including evidence from all settlements in the project area that it has been done, i.e., i) public notices detailing the proposed project have been posted in both English and Tok Pisin and ii) open public meetings have been held to discuss the project
- c) Demonstration that at least 75% of customary landowners in the project zone have agreed to the project, including female members of communities

- d) Memorandum of understanding (MOU) agreed between community business groups and REDD+ partners
- e) Evidence that relevant government authorities, private sector, NGO partners and community organisations have been informed of project details
- f) Evidence that community has organised itself to facilitate a detailed Participatory Rule Appraisal (PRA)

21. Benefit sharing

- a) Description of transparent and accountable benefit-sharing mechanism with landowners and other stakeholders that is compliant with the guidelines for REDD+ Benefits Sharing Agreements (BSA)
- b) BSA that details how the project will contribute to a local development plan and directly address poverty reduction and sustainable livelihoods. It should outline the types of benefits that will be delivered, the delivery mechanism and how the success of the BSA will be measured and reviewed

22. Capacity development

- a) A training plan (including training manuals and curricula) for project employees and relevant people from the communities in the project area who need to be included
- b) A calculation of the net impact on job opportunities in the project zone. Note that this has to be positive, i.e., any loss of employment opportunities resulting from project activities must at least be offset by employment newly created as part of the project

23. Non-discrimination

- a) Pledge that any benefits and development opportunities will be filled based on equal opportunity, regardless of gender, ethnicity and certain range of ages
- b) Pledge that employment opportunities will be distributed based on equal opportunity

Environmental Safeguards

24. Biodiversity

- a) Estimate of changes in biodiversity as a result of project activities in the project zone, justification for any negative impacts and how they will be offset

25. Impact on local resources

- a) Evidence that the project will not have a negative impact on the availability and quality of water resources
- b) Evidence that the project will not negatively impact food security for the population living in the project area, or the population dependent on the project area. It should include a baseline projection for food security and explain how any reduction in the area available for gardening (or other production of subsistence food crops) or for hunting and harvesting will be offset by the project
- c) Evidence that the project does not negatively impact soil productivity

Fiduciary Safeguards

26. Business plan metrics

- a) Key financial performance indicators, e.g., breakeven value or expected tax payment every year

27. Annual audit

- a) Statement of commitment to conduct annual independent audits that will be presented to the OCCD

PUBLIC CONSULTATION DOCUMENT

Appendix – List of acronyms

BSA, Benefits Sharing Agreements

CCDS, Climate Compatible Development Strategy

CO₂, carbon dioxide

DAL, Department of Agriculture and Livestock

DEC, Department of Environment and Conservation

FPIC, free prior and informed consent

GHG, greenhouse gas

ILG, Incorporated Land Group

IPA, Investment Promotion Authority

LULUCF, land use, land-use change and forestry

MOU, memorandum of understanding

MRV, Measurement, Reporting and Verification

MTDP, Medium Term Development Plan

NCCC, National Council of Climate Change

NEC, National Executive Council

NGO, non-governmental organisation

OCCD, Office of Climate Change and Development

PNG FA, Papua New Guinea Forest Authority

PRA, Participatory Rule Appraisal

REDD+, Reducing Emissions from Deforestation and forest Degradation plus conservation, sustainable forest management and carbon stock enhancement

TWG, Technical Working Group

**Annex 7 –
OCCD's National Consultation Process –
Overview of 2010-11 Activities**



OFFICE OF CLIMATE CHANGE AND DEVELOPMENT (OCCD)

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OCCD National Consultation Brief

January 2011

Brief overview

The Office of Climate Change and Development (OCCD) is undertaking an intensive period of consultation with a broad range of stakeholders, including government, civil society, private sector and local communities. This follows a period of intensive dialogue with individual stakeholders in the preparation of the draft Climate-Compatible Development Strategy when the OCCD was not yet established and resources were insufficient to conduct a broader outreach to provinces and resource owners. The current effort also promotes the Government’s commitment to the United Nations Framework Convention on Climate Change (UNFCCC), which asks Parties to the Convention to promote climate change in Education, Training, and Public Awareness.

Objectives

The consultation process aims to:

- Inform and educate on the facts of climate change and options for climate-compatible development
- Gain on-the-ground understanding of local community needs and perspectives in order to incorporate them into the national strategy
- Develop working relationships between relevant government departments, provincial authorities and civil society
- Empower local government to communicate the national strategy and test community interest and willingness to participate in REDD+ schemes

Progress so far

■ Provincial consultation

– The initial round of national consultation was conducted in four provinces, selected based upon the following criteria:

- Strong interest and support by provincial government
- Significant logging, voluntary carbon trading activities or exposure to hazards that require adaptation measures to be taken
- Strong civil society organizations, which can collaborate with the OCCD to amplify outreach and support implementation of mitigation and adaptation initiatives

– **Manus Community Workshop**

- The first provincial consultation was held in conjunction with the Manus Leaders' Summit on 20-25 September 2010 at Lorengau, which was attended by Manus Provincial Administrator (PA) Kulu-En Hamou and his administration staff as well as over 150 Local-Level Government (LLG) Presidents and Ward Councilors.
- The OCCD presented and engaged the leaders in discussions about climate change-related issues in collaboration with the Manus provincial administration and agencies as well as NGOs such as Wildlife Conservation Society (WCS), The Nature Conservancy (TNC). The workshop ended with the leaders drafting action plans, detailing the required adaptation and alternative livelihood initiatives at the ward, LLG and provincial levels. A documentary screening on how climate change affects Manus was also presented.
- Besides engaging with provincial leaders, the OCCD reached out to the people through a public discussion at the Lorengau market involving around 200 interested locals, a radio talk-back session in *Tok Pisin* on Radio Manus with up to 20,000 listeners, and a public documentary screening on how climate change affects Manus.
- The overall discussions confirmed the need for mangrove planting as the most important community-based adaptation measure as well as sea-wall construction given the vulnerability of the province to coastal flooding. At the same time, it also surfaced further implementation complexities, such as certain soil types that are not suitable for mangrove planting. In addition, adaptation measures around coral reef protection and rehabilitation for the province were raised.

– **Milne Bay Stakeholder Workshop**

- The second provincial consultation was held in conjunction with the Economic Sector Plan Enhancement Workshop organized by the Provincial Planning and Coordination Division on 18-22 October 2010 at Alotau, which was attended by over 50 participants from provincial departments and agencies, NGOs and local business owners.
- The OCCD presented and engaged the leaders in discussions about climate change-related issues in collaboration with the Milne Bay provincial administration as well as support by Conservation International (CI), Department of Provincial and Local Government Affairs (DPLGA) and AusAID. In their discussion groups, the participants had the opportunity to develop action plans, detailing the required adaptation and mitigation initiatives.

- Besides coastal flooding, the overall discussions highlighted the importance of adaptation measures against agricultural yield changes for the province. This has helped to inform the need to coordinate research and alternative agricultural livelihoods to ensure food security.

– East New Britain Consultation

- The third provincial consultation was held in conjunction with the Climate Change and REDD Road Show for New Guinea Islands (NGI) Region, a three-day workshop on 2-4 November 2010 at Kokopo jointly organized by the PNG Eco-Forestry Forum (EFF) and the OCCD. Over 50 participants from different NGI provinces (East New Britain, West New Britain, Manus, Bougainville and New Ireland) attended as representatives of government departments and agencies, NGOs (Greenpeace), CBOs (Forcert), development partners (JICA), as well as forest and resource owners.
- The forum was to provide a deeper understanding on climate change issues, in particular REDD+, through presentations and open discussions amongst different stakeholders. This included a presentation on a Measurement, Reporting and Verification (MRV) system for PNG and PNG's National Joint Programme (NJP) submission to UN-REDD.
- Apart from the road show, the OCCD conducted a radio talkback show on Radio ENB in *Tok Pisin* and *Kuanua* to explain the impact of climate change as well as a field visit to the Cocoa Coconut Institute to understand the current research on commercial agricultural yield in lieu of climate change.
- In general, discussions confirmed adaptation needs for mangrove planting as well as coral reef protection and rehabilitation. As for community-based measures, suggested efforts included building elevated houses along the shorelines and installing elevated water tanks for drinking water.

– West New Britain Stakeholder Workshop

- The fourth provincial consultation was held in Kimbe, jointly hosted by the OCCD and the West New Britain provincial government, on 7 December 2010, which was attended by West New Britain Provincial Administrator (PA) Steven Raphael and his administration staff. More than 50 participants from the provincial government and agencies, NGOs, Integrated Land Groups (ILGs), companies, as well as cooperative societies and local business owners gathered to actively discuss climate change-related issues and REDD+ initiatives. New Britain Palm Oil Ltd also discussed its organization's bid to promote environmentally-friendly activities.
- The consultation confirmed the province's priority towards mitigation initiatives as timber harvesting and oil palm planting have been the two major drivers of deforestation. Thus, the province has also been selected to be one of the pilot REDD+ project sites for PNGFA, which include Reduced Impact Logging (RIL), conservation, afforestation/reforestation, and/or secondary forest management.

■ Awareness initiative

- In a country where few have access to TV or internet, the OCCD has begun consultation with some creative solutions to the broader public, especially in remote communities.
- **Radio:** Together with the National Broadcasting Corporation (NBC) of PNG, OCCD has developed a 10-episode radio drama in *Tok Pisin*, which addresses climate change topics in a

format that is easier to understand. The radio drama will be broadcasted in early 2011 on the national radio station as well as the provincial radio stations in PNG.

- **Student-led awareness:** The OCCD conducted a briefing workshop on climate change with over 50 interested University of Papua New Guinea (UPNG) students from both science and non-science backgrounds prior to the school holidays. The aim is to empower the students returning to their villages across different provinces in PNG to spread awareness on climate change and to help their own family and communities to be climate-resilient and carbon-neutral. This effort will be continued and expanded in 2011, as outlined below.
 - **Cartoon:** The OCCD ran a cartoon competition for UPNG students in order to select a cartoonist to draw a series of cartoons on climate change. The cartoons would be used in communication materials as a simple and entertaining way to communicate climate change messages to a broader audience. However, the response rate was low. In view of that, the OCCD has taken steps to review the competition for 2011.
 - **Other awareness activities:** Besides the use of different media formats, the OCCD also participated in other events held by other organizations to highlight the issue of climate change. For example, the OCCD was present at the International Disaster Reduction Day to talk with the public.
- National and international stakeholder management
- Government
 - **National Climate Change Committee (NCCC):** Created by NEC decision 54/2010, the NCCC is chaired by the Chief Secretary and is comprised of the Secretaries of Departments and Managing Directors of State Authorities with portfolios covering climate change-related issues. It includes DEC, Treasury, DPM, DAL, Justice, Department of PM and NEC, DPE, DLPP, DNPM, PNGFA, NFA and DFA. The committee has been meeting monthly since June 2010 to take decisions on climate change policy and actions as well as ensure that climate change is approached by the whole of government.
 - **Whole-of-Government workshop:** The 2-day workshop conducted on 29-30 June 2010 addressed all Secretaries and Provincial Administrators (PAs), as a whole-of-government approach, to share international as well as domestic progress on climate change issues, and gather feedback on how each of them would like to stay involved in climate change issues.
 - **Meetings & presentations:** The OCCD has also briefed other government entities as and when required about domestic and international progress on climate change issues. These include presentations to PAs and Deputy PAs on provincial consultation, regular updates to the Economic Sector Department heads on climate change priorities as well as presentations to the economic sector working groups and individual departments, e.g. Foreign Affairs and Defense.
 - Civil society
 - **NGO workshop:** In the NGO REDD+ Problem Solving Workshop held in early July at NRI and sponsored by AusAID, representatives from PNGFA as well as over 10 NGOs including PNG EFF, World Wildlife Fund (WWF) and TNC discussed the challenges of implementing REDD+ in PNG

- **Council of Churches (CoC):** The OCCD held a half-day workshop in December with members of the CoC Fraternity to align on climate change topics and to explore methods of collaboration, including opening the CoC network for communication purposes
- Multi-stakeholder
 - **Technical Working Group (TWG):** Three TWGs – REDD+, Adaptation and Low Carbon Growth – and three Sub-Working Groups (SWGs) – Forestry, Agriculture and MRV – have been meeting regularly since January 2010 to discuss relevant issues, conduct analysis, develop pilot projects and shape the national strategy. Over 40 different government departments and agencies, development partners, NGOs and private sector organizations participate in the working groups. The National Consultation TWG was established as the fourth TWG in September 2010 to ensure that the national consultation process is conducted robustly and continuously improved based on perspectives and recommendations from national and development partner stakeholders.
 - **National Climate Change Task Force:** Development Partners and representatives of the PNG government meet on a monthly basis to coordinate climate change-related funding activities and to provide regular updates on the progress of both government initiatives and projects supported by various development partners. Based on the substantial funding opportunities available, this National Climate Change Task Force has been set up in early 2010. Participants include UNDP, AusAID, World Bank, JICA, British High Commission, US Embassy, European Union and Asian Development Bank (ADB).
- International
 - **PNG side event in Cancun:** PNG hosted a side event at the Conference of the Parties (COP 16) of the UNFCCC in Cancun, Mexico on 10 December 2010. At this event, the OCCD presented on the progress of domestic climate change actions to other countries, NGOs and civil society. PNG's approach to follow a climate-compatible development pathway served as a blueprint that is now being followed by other countries, e.g., the Dominican Republic which presented its own ambitions for a similar approach during the same event.
- Media
 - **E-newsletter:** The OCCD sends a regular bi-weekly update on climate compatible-development activities in PNG to national and international stakeholders via email.
 - **Brochure:** Information on climate related issues that can be readily distributed to national and international stakeholders.

Plans for 2011

- In 2011, the OCCD will continue to increase awareness and dialogue on climate change to the communities in PNG across different provinces. In addition, the OCCD seeks to establish and build networks among key stakeholders with government departments and agencies, state-owned enterprises, NGOs, CBOs, the Council of Churches, research and academic institutions as well as development partners.
- **Provincial consultation**

- As the OCCD was building its experience in conducting provincial consultations over the last few months, there were challenges in terms of suitability of presentation and communication materials. This year, as a way forward, communication material will be tailored to different audience groups as well as translated to *Tok Pisin* and *Motu* in the format of booklets, brochures, flyers, posters, videos and cartoons. These materials then can be easily distributed and disseminated to and by the participants of the provincial consultation events.
- Provincial consultation will be continued in at least 8 provinces, amongst which 5 are envisaged to include community workshops, to increase awareness on the impacts of climate change and refine the national strategy.
 - In order to cover a representative set of provinces based on region and types of climate change issues, the following provinces have been prioritized: West Sepik, Central, Bougainville, New Ireland, Oro, Chimbu, Enga, Southern Highlands, Eastern Highlands, and Morobe. However, the final decision would depend on the provincial government's interest and support as well as presence and support of civil society organization to drive outreach and implementation.
 - The institutionalization of permanent contacts in the provinces would be a priority for the year. The OCCD plans to establish and maintain strong working relationships with an appointed contact person in each province to disseminate climate change information and to gather feedback from the communities beyond the consultation events. This person could be the provincial forester, climate change officer or environment officer.
 - In addition, it is also a priority for the OCCD to provide feedback reports to the provinces based on the outcome of each provincial consultation. The report would include concrete next steps for both OCCD as well as the provinces.

■ Awareness initiative

- The OCCD plans to produce awareness materials and disseminate to wider communities through radio dramas, school awareness programs, as well as student and church outreach programs.
- **Radio:** The 10-episode radio drama in *Tok Pisin* produced in 2010 will be broadcasted on the national and provincial radio stations in PNG. Based on the response to the drama, the OCCD may continue broadcasting or develop a new radio drama. The OCCD is also collaborating with WWF to broadcast information on climate change and specifically on carbon trading in the talkback format. During provincial consultations, the OCCD will continue to hold live discussions with the people on climate change topics with Q&A call-ins.
- **Education awareness:** To ensure that the next generation is aware of the issues of climate change, the OCCD will explore ways to work with the Department of Education and NGOs to include climate change as part of the school curriculum for schoolchildren. At the same time, the OCCD will also work with NGOs to deliver climate change programs and education materials on climate change topics in school awareness visits and remotely through local partners.
- **Student-led awareness:** The OCCD plans to expand on last year's effort and scale up the university student-driven awareness by involving more university students in UPNG and also other universities in PNG. The aim is also to cover as many different provinces as possible and work together with the provincial administration or civil society organization with established relationships.

- **Cartoon:** Based on the cartoon competition ran in 2010, the OCCD has decided that it would open the competition to secondary school students. The competition will select cartoons drawn by students to be used in delivering climate change messages. Other forms of competition for the schoolchildren will also be explored.

■ National and international stakeholder management

– Government

- The NCCC will continue to meet monthly in 2011 to approve climate change policies and actions. A second Whole-of-Government workshop will also be conducted to update on progress and gather feedback.
- **Ministerial Committee:** The Ministerial Committee, chaired by the Prime Minister, will be set-up in order to engage the broader Government on climate change related topics. In addition, the OCCD is already conducting smaller meetings with relevant Ministers.

– Civil society

- **NGO workshop:** At least one NGO workshop will be held this year with the NGOs and CBOs in PNG to discuss topics on REDD+ implementation.
- **Council of Churches (CoC):** The OCCD and the CoC are currently working on a MoU to outline methods of collaboration going forward. This could include involving members of the CoC Fraternity in the National Consultation TWG and designing church outreach programs.
- **PNG Chamber of Commerce:** The OCCD plans to discuss the impact of climate change with the business community and the dissemination of climate change messages to the wider community through its established network, as well as to create additional public-private partnerships to further action against climate change in PNG both in the areas of mitigation and adaptation to climate change.
- **Private sector companies:** The OCCD is looking to build a working relationship with major private sector companies such as Coca Cola Amatil, SP Brewery, Bank South Pacific (BSP) and Digicel to collaborate on delivering climate change messages through programs or using their network.

– Multi-stakeholder

- The OCCD will continue to inform and get feedback from stakeholders to improve the national consultation process and climate change initiatives through the monthly National Consultation TWG and National Climate Change Task Force.
- A Coastal Early Warning System SWG will be set up in 2011 to begin a trial system and ultimately implement a nationwide program for warning people well in advance of coastal hazards
- **Advisory Board:** An independent Advisory Board will be set-up, consisting of 5-8 domestic and international stakeholders with excellent reputations and qualifications, as well as expertise across academia, public sector, private sector and civil society. The key objectives are to provide crucial expert advice and guidance to NCCC on climate-compatible development, to provide PNG an international perspective through shared experiences, as well as to build PNG's image and credibility internationally.

– Media

- **E-newsletter:** The OCCD will continue to send regular e-newsletters to update national and international stakeholders on climate compatible-development activities in PNG.
- **Website:** In addition, the OCCD is currently developing a website with regular announcements, news update and information on climate change topics.

DRAFT

**Annex 8 –
Independent adviser to Papua New Guinea’s
(PNG) provincial consultation process in
relation to the Climate-Compatible
Development Strategy (CCDS) –
Draft Terms of Reference**



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Terms of Reference (ToR) for an independent adviser to Papua New Guinea’s (PNG) provincial consultation process in relation to the National Climate-Compatible Development Strategy (CCDS)

Background

The Government of Papua New Guinea has developed the National Strategy for Climate-Compatible Development (CCDS) to capture the opportunities of carbon mitigation and protect Papua New Guinea against climate-driven hazards while fostering sustainable economic growth. As set out in the country’s Vision 2050, Papua New Guinea aims to reduce 50% of projected emissions and reduce vulnerability to climate change-associated risks while tripling GDP per capita by 2030. The Office of Climate Change and Development (OCCD), as the government’s coordinating entity for all climate change-related topics in Papua New Guinea, is undertaking an intensive period of consultation with a broad range of stakeholders to help refine the CCDS.

The consultation process aims to:

- Inform and educate on the facts of climate change and options for climate-compatible development in Papua New Guinea
- Gain on-the-ground understanding of local community needs and perspectives in order to incorporate them into the CCDS
- Develop working relationships between relevant government departments, provincial authorities and civil society
- Empower local government to communicate the CCDS and test community interest and willingness to participate in REDD+ schemes

To ensure an inclusive, transparent and sustained multi-stakeholder engagement process, the OCCD plans to engage a small team of independent experts consisting of two national (Papua New Guinean) experts and one international expert as the team leader to advise the Government of Papua New Guinea on its multi-stakeholder consultation process.

The ToR and reports from the advisors’ work shall be made publicly available to ensure transparency and legitimacy of Papua New Guinea’s consultation process as well as provide for international learning and exchange of experience.

Work Schedule and Outputs

The outputs from the assignment should consist of two parts:

(1) An initial independent assessment of Papua New Guinea's current provincial consultation process.

The advisers should be present in at least six provincial consultations beginning in April 2011 pending confirmed dates and locations. Prior to these consultations, the team of advisers should have assessed Papua New Guinea's provincial consultation plans on paper. The consultants shall document and review each provincial consultation separately within 2 weeks after the end of each event in order to immediately identify and address areas for improvement.

Following the first three consultation events, the consultants shall write an interim assessment report reviewing the overall stakeholder engagement work plan and methodology, with concrete recommendations for future consultation processes, within 4 weeks of the third event. This report shall be made available publicly.

Between the commencement and completion of the assignment, at least one national expert from the team of advisers should actively participate in the monthly National Consultation Technical Working Group meetings, which will be held in Port Moresby, Papua New Guinea.

The total work input in this part for combined members of the entire team will be limited to 74 days (8 hours per day)¹.

(2) A final independent assessment of Papua New Guinea's updated provincial consultation process.

For the remaining three provincial consultation events, the two national advisers shall continuously document and review each provincial consultation separately within 2 weeks after the end of each event based on previous visits. The consultants shall also review the updated stakeholder engagement work plan and methodology. Within 4 weeks of the last event by October 2011, the team should prepare a final assessment report including progress review. This report shall be made available publicly as well.

The total work input in this part for combined members of the entire team will be limited to 57 days (8 hours per day)².

Selection of Consultants

The team composition should consist of two national (Papua New Guinean) experts and one international expert as the team leader.

Ideal candidates should be independent experts on stakeholder consultation processes and forest governance, with at least 10 years of relevant experience. The consultants are to possess documented expertise and experience in independent assessments of all aspects of consultation processes, in particular the concerns of indigenous landowners. The consultants are also to be conversant with the REDD+ process and debate. Prior knowledge of or experience in Papua New Guinea will also be an advantage.

¹ Approximately 25 days per team member

² Approximately 19 days per team member

Budget

The team leader will be asked to submit a budget for the assignment, including consultancy fee, and travel costs and allowances³.

Tenders are to be submitted together with CVs of all team members and budget, and to be directed to the OCCD, Papua New Guinea.

DRAFT

³ Travel costs and allowances relevant to international team member's overseas travel to Papua New Guinea and related costs.

**Annex 9 –
TOR for OCCD's REDD+
Technical Working Group**

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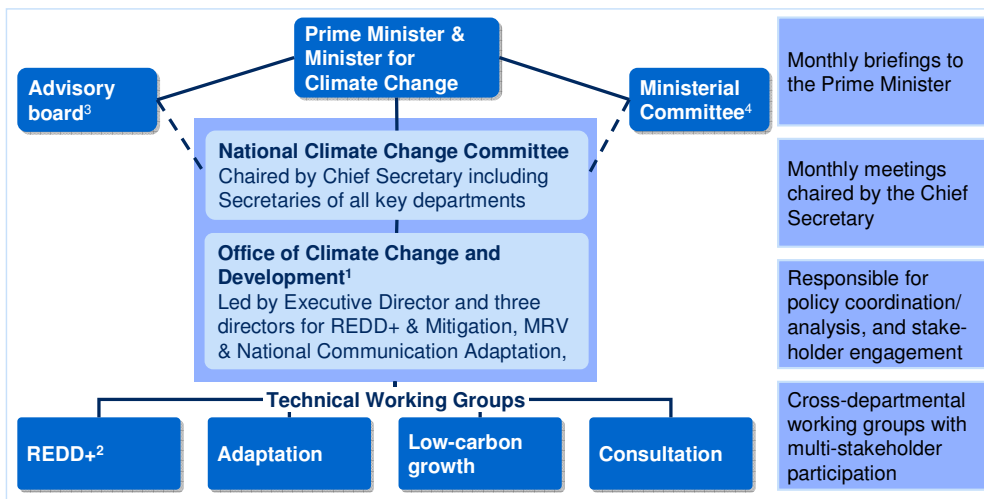
REDD+ TECHNICAL WORKING GROUP

TERMS OF REFERENCE

1. BACKGROUND

The Office of Climate Change and Development (OCCD) was created under NEC Decision 54/2010 and is the coordinating entity for all climate change policy and the Designated National Authority (DNA) for Papua New Guinea under the United Nations Framework Convention on Climate Change (UNFCCC). In 2010, the Government of PNG developed the Second Draft of PNG’s Climate-Compatible Development Strategy (CCDS), which has been noted by the NEC (55/2010) as the basis of PNG’s National Climate Change Policy and which forms the basis for ongoing stakeholder consultation efforts.

EXHIBIT 1 – Overview of governance structure for climate-change policy development



1 OCCD Executive Director reporting directly to Prime Minister
 2 The Technical working group REDD+ consists also of sub-working groups of MRV, Forestry and Agriculture
 3 National and International Experts
 4 Chaired by the Prime Minister

In addition, OCCD has developed an Interim Action Plan (IAP), which provides guidance on the immediate climate change priorities, while long-term institutional and policy arrangements are being developed and implemented. The CCDS and IAP are underpinned by the principles of the Copenhagen Accord which recognizes the need to develop nationally appropriate mitigation and adaptation strategies that are in line with the country’s economic development plans. To further

refine the strategy and initiates an enabling environment for the three focus areas (Low-Carbon Growth, REDD+ and Adaptation), the NEC Decision 54/2010 specified that Technical Working Groups should be formed. Recently, an additional Technical Working Group on National Consultation was endorsed by the National Climate Change Committee (NCCC) in its Meeting NO. NCCC 03/2010 and included into the institutional governance structure for climate change policy development.

These Terms of Reference (TOR) guide the work of the REDD+ Technical Working Group (REDD+ TWG).

2. CHAIR

The REDD+ TWG will be chaired by the OCCD's Director REDD+ and Mitigation with support from the REDD+ and MRV divisions of OCCD.

3. COMPOSITION

Membership of the REDD+ TWG includes representatives from Government of Papua New Guinea agencies and non-Government of PNG stakeholders, e.g. civil society organizations, private sector representatives and development partners. A full list of current members is shown in Annex I. The list is not exhaustive. Other participants will be invited where required.

4. TECHNICAL SUB-WORKING GROUPS (SWG) UNDER REDD+

The REDD+ Technical Working Group initially runs three discrete but integrated technical sub-working groups. They are as follows:

1. Forestry Sub-working Group – Chaired by Manager Climate Change and REDD+, PNGFA;
2. Agriculture Sub-working Group – Chaired by a representative of DAL;
3. Measuring, Reporting and Verification Sub-working Group – Chaired by Senior Policy Analyst MRV, OCCD.

Membership to the Sub-working Group includes nominees from the above named organizations who are also members of the REDD+ Technical Working Group. Other participants will be invited where required.

The technical sub-working groups will meet at a time and frequency agreed by the respective sub-working groups to meet their tasks. Meeting times will be closely coordinated with the REDD+ TWG by the respective chairs.

5. ROLES AND RESPONSIBILITIES

The roles and responsibilities of the REDD+ Technical Working Group (TWG) and the Sub-Working Group (SWG) are briefly described as follows:

A. The roles and responsibilities of the REDD+ Technical Working Group (TWG) are as follows:

1. Review and establish a Climate-Compatible Development pathway for Papua New Guinea's forestry and agriculture sectors.
2. Provide inputs and guidance on the current and existing work in forestry, agriculture, MRV and other relevant sectoral policies and legislations.

3. Undertake research and analysis of relevant data that will support the work of the TWG and OCCD.
4. Liaise and consult with relevant stakeholders and individuals whose inputs will be significant in achieving progressive result in the activities of work undertaken by the REDD+ TWG.
5. Support the work of the Government of PNG, and particularly the OCCD in identifying and establishing effective nationally appropriate mitigation actions (NAMAs) and nationally appropriate plans of actions (NAPAs) for carbon abatement.
6. Develop work programmes, set timelines and monitor their progress.
7. Provide technical advice where necessary on the work of the OCCD's division REDD+ & Mitigation, in particular the work on designing a REDD+ Policy Framework for PNG based on the Climate-Compatible Development Strategy (CCDS).
8. Provide necessary technical advice to the Chair of REDD+ TWG and OCCD.

B. The roles and responsibilities of the Sub-Working Groups (SWG) are as follows:

1. Provide adequate technical advice to the Chair of the REDD+ TWG and OCCD.
2. Liaise and consult with relevant stakeholders and individuals whose inputs are significant to the work of the SWG.
3. Carry out research and compilation of data to support the work of the REDD+ TWG.
4. Identify, develop and implement activities of the REDD+ TWG.
5. Assist in the compilation of adequate data to support the work of the SWG.

The above roles and responsibilities will be subject to review by the REDD+ Technical Working Group.

6. BENEFITS

Members of the REDD+ Technical Working Group will benefit from:

1. Having access to advanced technical information generated from the TWG Meeting under the Climate Compatible Development Strategy.
2. Relevant data sharing among members of the Technical Working Group and the Technical Sub-Working Group.
3. Having access to technical and scientific experts within PNG and overseas.
4. Receiving technical advice and support were required from the TWG.
5. Participating in meetings, conferences, workshops, etc., as required to upon request by the Chair of the TWG.

7. CONFIDENTIALITY

Due to the evolving and innovative nature of discussions related to REDD+, the members of the REDD+ Technical Working Group (TWG) might be provided with documents and data of sensitive nature. While all information discussed during the TWG may be shared with third parties, there may be cases where the Chair of the TWG recognizes the need to maintain confidentiality. It will therefore be allowed to share such information only with the consent of the Chair.

8. ATTENDANCE

Member organisations agree to nominate representatives who will attend and participate in TWG meetings on a continuous basis to ensure effective work within the TWG. In case members are not able to attend a meeting, they will nominate an alternative representative to attend on their behalf and inform the Chair of the REDD+ TWG prior to the meeting.

9. DECISION MAKING

It is understood that the role of the TWG is principally of advisory nature. However, if required, it is agreed that decisions within the TWG will be made via consensus.

10. REPORTING

The REDD+ Technical Working Group will report to the Executive Director of the Office of Climate Change and Development (OCCD).

The Chair of the Technical Sub-Working Groups (for Forestry, Agriculture and MRV) will report to the overall REDD+ Technical Working Group.

11. MEETING SCHEDULE

The REDD+ Technical Working Group will meet monthly on Wednesday mornings at 9:00 am - 11:00 am at the Tabari Haus Conference Room, 7th Floor, Somare Foundation as per the agreed schedule unless advised otherwise.

The schedule will be discussed and agreed at the beginning of every four months in a year.

ANNEX I – Membership in the REDD+ Technical Working Group as of 23 November 2010

Membership to the REDD+ TWG will include representatives from the Government agencies listed below:

1. PNG Forest Authority (PNGFA)
2. Department of Agriculture and Livestock (DAL)
3. Department of Lands and Physical Planning (DLPP)
4. Department of Environment and Conservation (DEC)
5. Department of Commerce and Trade
6. Department of Finance
7. Department of Treasury
8. Department of National Planning and Monitoring (DNPM)
9. Forest Research Institute (FRI)
10. Investment Promotion Authority (IPA)
11. National Agricultural Research Institute (NARI)
12. National Research Institute (NRI)
13. Office of Climate Change and Development (OCCD)
14. Office of Prime Minister & NEC
15. University of Papua New Guinea (UPNG)
16. University of Technology (Unitech)
17. PNG Fisheries Authority

The following stakeholders (Development Partners, NGOs and Private Sectors) are also members of the REDD+ TWG:

16. Delegate from Australia Agency for International Development (AusAID)
17. Delegate from European Union (EU)
18. Institute of National Affairs (INA)
19. Delegate from Japan International Cooperation Agency (JICA)
20. New Britain Palm Oil Limited (NBPOL)
21. Oil Palm Research Association (OPRA)
22. PNG Eco-Forestry Forum (EFF)
23. PNG Forest Industry Association (PNG FIA)
24. Delegate from United Nations Development Programme (UNDP)
25. Wildlife Conservation Society (WCS)
26. Delegate from World Bank (WB)
27. World Wide Fund for Nature (WWF)
28. Delegate from French Embassy (FE)
29. Delegate from British High Commission (BHC)