**2016 UN-REDD Programme Annual Report**

**Timeline and Annotated Table of Contents**

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| **Task** | **Responsible** | **Deadline** |
| Sections of the main Annual Report submitted to the Secretariat | Agencies (through their MG focal point for the annual report) | 4 April |
| Consolidated draft returned to MG w questions/revisions | Secretariat | 7 April |
| Revisions submitted to Secretariat | Agencies (through their MG focal point for the annual report) | 18 April |
| Final NP annual reports submitted to Secretariat | Agencies (through their MG focal point for the annual report) | 19 April |
| Final consolidated report submitted to MG | Secretariat | 21 April |
| Clearance of final consolidated report | MG | 28 April |
| Submit cleared report to MPTF | Secretariat | 1 May |

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| **Section** | **Title** | **Responsible** |
| 0. | Executive Summary  Standard text 2000 words max | Secretariat |
| 1. | Introduction  Standard text 600 words max | Secretariat |
| 2. | Progress on the Warsaw framework  Same format as 2015 report (section 2) – refer to “Key Achievements” document prepared for COP22 and update as necessary (introduction presenting cumulative results + highlights of 2016 results) – 400 words per subsection max |  |
| *2.1* | *NS/APs* | *UNDP* |
| *2.2* | *NFMS* | *FAO* |
| *2.3* | *FRELs/FRLs* | *FAO* |
| *2.4* | *Safeguards/SIS* | *UNEP* |
| 3. | Progress towards REDD+ implementation  New section – 400 words max | UNDP |
| 4. | Country results (NP + TS + CNA + CBR etc)  Same format as 2015 report (section 3): update narrative as necessary with focus on results (not activities) - 600 words max |  |
| *4.1.1* | *Argentina* | *UNEP* |
| *4.1.2* | *Bangladesh* | *UNDP* |
| *4.1.3* | *Bolivia* | *FAO* |
| *4.1.4* | *Colombia* | *FAO* |
| *4.1.5* | *Costa Rica* | *FAO* |
| *4.1.6* | *Cote d’Ivoire* | *UNDP* |
| *4.1.7* | *Ecuador* | *UNDP* |
| *4.1.8* | *Guyana* | *UNDP* |
| *4.1.9* | *Honduras* | *UNDP* |
| *4.1.10* | *Mexico* | *FAO* |
| *4.1.11* | *Mongolia* | *UNDP* |
|  | *Myanmar* | *UNDP* |
| *4.1.12* | *Nigeria* | *UNDP* |
| *4.1.13* | *Papua New Guinea* | *FAO* |
| *4.1.14* | *Paraguay* | *UNDP* |
| *4.1.15* | *Peru* | *UNDP* |
| *4.1.16* | *Republic of Congo* | *UNDP* |
| *4.1.17* | *Sri Lanka* | *FAO* |
| *4.1.18* | *Uganda* | *UNDP* |
| *4.1.19* | *Zambia* | *FAO* |
| *4.1.21* | *Pacific Islands* | *FAO* |
| *4.1.22* | *West Africa* | *FAO* |
| *4.1.23* | Additional Countries receiving lower amounts of funding -- 200 words per country max – once inputs are received, the Secretariat will determine how to package this section |  |
|  | *Bhutan* | *UNEP* |
|  | *Chad* | *FAO* |
|  | *Chile* | *FAO* |
|  | *Dominican Republic* | *FAO* |
|  | *Democratic Republic of Congo* | *UNDP* |
|  | *Ethiopia* | *UNDP* |
|  | *Indonesia* | *UNEP* |
|  | *Kenya* | *UNEP* |
|  | *Madagascar* | *FAO* |
|  | *Malawi* | *FAO* |
|  | *Nepal* | *FAO* |
|  | *Panama* | *UNEP* |
|  | *Tunisia* | *FAO* |
| 5. | Thematic and Cross Cutting results  New section in response to feedback; need to present results in a compelling way; an opportunity to highlight achievements in key areas – 400 words per subsection max. Refer also to “Key Achievements” document prepared for COP22 |  |
| *5.1* | *CBR* | *UNDP* |
| *5.2* | *Social inclusion* | *UNDP* |
| *5.3* | *Private Sector* | *UNEP* |
| *5.4* | *Tenure* | *FAO* |
| *5.5* | *CNA (an overview of the value + results of the exercise - country level results will also be captured in the country section)* | *FAO* |
| *5.6* | *KM/communications* | *Comms team* |
| *5.7* | *2017 programming process* | *Secretariat* |
| 6. | Financial reporting  Same format as 2015 report. Onye will be in contact directly with Agencies finance officers | Secretariat |
| 7. | Looking Ahead – Strategic Issues and Opportunities  Same format as 2015 report (section 6) – 400 words per subsection max |  |
| *7.1* | *Country Demand (challenges and opportunities. Including specific reflection on countries that have or are about to end their NPs – this was a specific request from Norway. Also the section to discuss NDCs)* | *UNDP* |
| *7.2* | *Reconfiguration of the Programme (How the programme is being shifted to meet future demands & needs hence primarily providing TA, KM, capacity building)* | *UNEP* |
| *7.3* | *Resource mobilisation* | *Secretariat* |
| Annex 1 | SNA Report  Simplified and much shorter content with a snapshot of achievements at outcome level and narrative based on 2016 budget addendum | Secretariat |
| Annex 2 | Individual NP annual reports  Same format as 2015 - active NPs submitting annual reports.  To note that there were 5 NPs ending in 2016 (Bolivia, Paraguay, PNG, RoC, Nigeria – the latter tbc if extended) - the standard annual report format is sufficient for now (the final report template is largely the same as the annual but has an additional section on lessons learnt, which will not be possible to complete in this round and will be done subsequently) |  |
| *A2.1* | *Argentina* | *UNEP* |
| *A2.2* | *Bangladesh* | *UNDP* |
| *A2.3* | *Bolivia* | *FAO* |
| *A2.4* | *Colombia* | *FAO* |
| *A2.5* | *Cote d’Ivoire* | *UNDP* |
| *A2.6* | *Honduras* | *UNDP* |
| *A2.7* | *Mongolia* | *UNDP* |
| *A2,8* | *Nigeria* | *UNDP?* |
| *A2.9* | *Papua New Guinea* | *FAO* |
| *A2.10* | *Paraguay* | *UNDP* |
| *A2.11* | *Republic of Congo* | *UNDP* |
| *A2.12* | *Sri Lanka* | *FAO* |
| *A2.13* | *Uganda* | *UNDP* |