**Management Group (MG) of the UN-REDD Programme**

**Meeting Minutes of 3 April 2017 DRAFT**

**15h00 Geneva/Rome**

**Attendance:**

MG members and alternates

FAO: Tiina Vahanen, Margo BuszkoBriggs

UNDP: Josep Gari

UNEP: Gabriel Labbate

Secretariat: Mario Boccucci

1. **Country Planning 2018 - 2020**

Agencies reviewed the list of countries outlined during the last MG call against a refined set of criteria proposed by UNDP, which was based on the original FAO selection criteria concept note. 17 countries were prioritised by region. In cases where a single agency is identified in parentheses, a specific agency has highlighted a need and will conduct further analysis - and potentially an in-country scoping exercise - to further determine demand, need, and UN-REDD value add.

*Africa*

* Cote d’Ivoire
* DRC
* Congo (FAO)
* Zambia (FAO)

*Asia*

* Indonesia
* VietNam
* Myanmar (FAO)
* Sri Lanka (UNEP)
* Bhutan (UNDP)
* PNG (FAO – pending further assessment against criteria)

*LAC*

* Colombia
* Costa Rica
* Mexico (South-South Cooperation)
* Peru (pending further assessment)
* Guyana (UNEP)
* Ecuador (FAO)
* Guatemala (FAO – pending further assessment against criteria)

Decisions and Actions

* Agencies to reflect on each of these countries and confirm which countries need TA in 2018 and/or those that they would like to include in a scoping exercise.
* Josep to rank PNG and Guatemala based on the refined criteria before tomorrow (4 April)
* FAO to review the selection criteria concept note
* Next MG call to finalise this list, 4 April, 2017; 15h00 Geneva/Rome

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**Meeting Minutes of 4 April 2017 DRAFT**

**15h00 Geneva/Rome**

**Attendance:**

MG members and alternates

FAO: Tiina Vahanen, Margo BuszkoBriggs

UNDP: Josep Gari

UNEP: Gabriel Labbate

Secretariat: Mario Boccucci

1. **Country Planning 2018 - 2020**

Following on from the discussion during the MG call on 3 April, MG members reviewed the list of 17 countries and prioritised eight in which to commence consultations and a country level workplanning and budget exercise for technical assistance in 2018 – 2020.

Africa: Cote d’Ivoire, Zambia

Asia: Indonesia & Vietnam

LatAm: Colombia, Costa Rica, Mexico, Peru,

A second group of countries – DRC, Congo, Myanmar, and PNG - were identified indicatively (as others may emerge) as potential candidates for future technical assistance. These countries may be considered as part of adaptive management of approved TAfrom 2019.

A decision on Guyana will be made based on the outcome of additional intelligence and reflection by UNEP, to be submitted to the MG by Friday, 7 April.

Decisions and Actions:

* MG members agreed on the eight countries in which to commence consultations and programme planning
* The next MG call on 5 April at 16h30 Geneva/Rome will finalise the process for in-country workplanning and budget development
* UNEP to respond to MG with additional information on Guyana by Friday, 7 April

**Management Group (MG) of the UN-REDD Programme**

**Meeting Minutes of 5 April 2017 DRAFT**

**16h30 Geneva/Rome**

**Attendance:**

MG members and alternates

FAO: Tiina Vahanen

UNDP: Josep Gari

UNEP: Gabriel Labbate

Secretariat: Mario Boccucci

1. **Country Programming (TA) Workplan and Budget**

The 2018 - 2020 Programme Document (workplan and budget) will follow the same structure as the 2017 template, although in a simplified format, as the following information are required for Norway appraisal:

1. *Narrative*
   1. Context & rationale for UN-REDD support
   2. Results framework – outcomes, annual indicators at country level, baseline and means of verification
   3. Risk Analysis (risks, gaps, needs)
   4. Country ownership – evidence of consultation
2. *Budget* 
   1. by outcome
   2. by UNDG category
   3. by country (a requirement for Norway)

Each agency will take the lead for their country and liaise with the Lead Advisor to ensure that each of these steps happens and that the workplan and budget is submitted to the Secretariat on 30 April, a bit later than planned but needed to ensure the LA have sufficient time. As such the MG half day review that was scheduled for 28 April will be kept shorter and for the purpose of progress review. The following week given the imperative deadline of 8 May will require a half day video/call on 2 May and possibly again on 4 May

The total budget for this component is approximately $4.6M per year.

Decisions and Actions

1. Final countries selected:

UNEP: Indonesia

UNDP: Cote d’Ivoire, Peru, Mexico

FAO: Zambia, Vietnam, Colombia, Costa Rica

1. The MG will keep the 28 April as a progress review call and schedule hald day on 2 May and 4 May
2. The Secretariat will quickly share a simplified template for the document

2. **Global Component Workplan & Budget:**

Decisions and Actions

1. The Secretariat will send a template for the the global component section.Once comments/approval have been received from Norway agencies will prepare the workplan and budget for their topics.
2. A follow up MG call will be held next week, depending on responses from Norway
3. Agencies acknowledged that there will be an overall (global + country programme) budget reduction of 19% as compared to 2017 and that in principle that should result in equal 19% cuts of Agencies budgets.