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

**Meeting Minutes of 29 May 2017 DRAFT**

**15h00 Geneva/Rome**

**Attendance:**

MG members and alternates

FAO: Tiina Vahanen, Margo BuszkoBriggs

UNDP: Josep Gari, Tim Clairs

UNEP: Gabriel Labbate

Secretariat: Mario Boccucci

1. **2018 – 2020 Planning**

Actions and decisions:

* 1. Secretariat to send the response matrix to Norway today
	2. Secretariat to make changes to the chapeau document, in narrative and budget
	3. UNDP to revise the table for gender marker rating by the end of the call
	4. UNDP and FAO to blend the narrative and budget for the combined IP – Tenure component
	5. FAO to revise country and global budgets to reflect coordination costs
	6. UNEP to remove “coordination” from the cross-cutting KM component and rename
	7. All agencies to review the country and thematic area result framework and adjust outputs, indicators, means of verification and baselines in line with the Myanmar
	8. All agencies to resubmit budgets tables in the correct format
	9. Agencies to submit final copies of all components by tomorrow, 11am
	10. Secretariat will advise of any further red flags after the call with Norway tomorrow
1. **Communication to Interim Committee**

The Interim Committee will be requested to make two decisions:

* 1. approve the SNA no-cost extension for 2016; and
	2. approve the release of the remaining 25% funding for the 2017 Technical Assistance Programme. The MG also considered the no-cost extension for Nigeria but determined it should be send to the Executive Board in June.

Documentation for the first decision has been prepared by the Secretariat. Some notes for the file are still pending on the second decision. These notes should outline the inception process, government approval, and progress on activities for 2017.

Decisions and Actions:

1. Agencies to provide notes to the file (longer notes for priority countries – Ethiopia, Liberia, DRC, and Indonesia – a paragraph for remaining countries) by tomorrow (30 May).
2. Countries to be covered & agency responsible:
	* 1. UNDP: Côte d’Ivoire, Ecuador, Peru
		2. UNEP: Guyana
		3. FAO: Zambia, Republic of the Congo, Costa Rica Mexico
		4. FAO and UNDP to merge the Republic of the Congo and DRC into a single Congo Basic inception note
3. **Preparation for the First Executive Board Meeting**

Preparations are underway, with the latest agenda reflecting inputs from the MG. Additional information and decision documents are to be prepared in the coming days.

Decisions and Actions:

1. Secretariat will prepare an annotated agenda with context and expected outcomes of each session
2. Secretariat will upload decision documents by 1 June (Consolidated Annual Report, Workplan and Budget)
3. UNDP to hold calls with IP/CSO representatives this week and next for preparatory discussions