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

**Meeting Minutes of 31 May 2017 DRAFT**

**15h00 Geneva/Rome**

**Attendance:**

MG members and alternates

FAO: Tiina Vahanen, Margo BuszkoBriggs

UNDP: Josep Gari

UNEP: Tim Christophersen

Secretariat: Mario Boccucci

1. **Global KM survey**

The new knowledge management survey will come from UN Environment though technical inputs will be provided by the person organising the event.

Decisions and Actions:

1. UN Environment will send a draft message on the KM events survey for quick revision and approval by the MG
2. The Secretariat will then dispatch to all UN-REDD Staff
3. **GCF and Results Framework section discussions.**

Decisions and Actions:

1. The report has been reformulated to address concerns, in consultation with UNDP and FAO, and the Secretariat will circulate final version in track changes to the entire MG after the call
2. **Intermediate Outcome/output Level Results Framework**

A streamlined format was discussed that would provide in a simplified manner information on intermediate outcomes, outputs, indicators, baselines and means of versification.

Decisions and Actions:

1. Outcome: UNDP to lead the process to complete the simplified framework to (including intermediate outcomes and outputs) in consultation with country teams and MG members by end of July
2. **Output Based Budget**

Decisions and Actions:

1. Agencies to submit an output-based budget (Secretariat has provided the template) by 7 August. This will be based on the outputs identified by UNDP.
2. **Upcoming MG Calls**

Decisions and Actions:

1. 18 July is available for an MG Call if required
2. The next fixed MG call will be 8 August
3. Additional business can be conducted via email
4. **Sharing Upcoming Events and Meetings**

Decisions and Actions:

1. The Secretariat will initiate an email chain for MG members to share relevant upcoming meetings and events to keep other agencies informed.