**UNREDD Programme Tanzania**

**United Republic of Tanzania**

**Annual Work Plan 1.7.2010-31.12.2010**

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| **Project Title** | ***UN-REDD Programme – Tanzania***  |
| **UNDAF Outcome(s):**  | ***Increased access to quality basic social services for all by focusing on the poor and most vulnerable*** |
| **Expected CP Outcome(s):** *(Those linked to the project and extracted from the CPAP)* | ***Effective mechanisms in place, including social protection, that address institutional barriers and socio-cultural dimensions to promote and protect the rights of the poor and most vulnerable*** |
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| **Implementing Partner:** | ***MNRT*** |
| **Responsible Parties:** | ***UNDP, FAO, UNEP, VPO and LGAs*** |

**Brief Description**

The UNREDD Programme Tanzania will strengthen Tanzania’s readiness for REDD as a component of the Government’s evolving REDD Strategy, and is integrated with other REDD activities in the country. Interventions are planned over a period of 24 months, laying the ground work for activities in later years. The Initiative is an integral part of the ONE-UN Programme in Tanzania and the Joint Programme on Environment, which has the objective of ‘*Increasing Funding for Environment Management from International Environment Funding Mechanisms with a focus on Climate Change and natural resource management’*. The programme will have the following outcomes:

**Outcome 1**: National governance framework and institutional capacities strengthened for REDD (led by UNDP)

**Outcome 2:** Increased capacity for capturing REDD elements within National Monitoring, Assessment, Reporting and Verification Systems (led by FAO and UNEP)

**Outcome 3:** Improved capacities to manage REDD and provide other forest ecosystem services at district and local levels(led by UNDP)

**Outcome 4:** Broad based stakeholder support for REDD in Tanzania (led by UNEP and UNDP)

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| **2010 Annual Work Plan budget: US$ 910,000** UNDP US$ 500,000 FAO US$ 300,000 UNEP US$ 110,000**Total resources required: US$ 910,000****Total allocated resources: US$ 910,000** |

# Annual Work Plan

**Year: 1.7.2010 – 31.12.2011**

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| **EXPECTED OUTPUTS***Baseline, associated indicators and annual targets in M&E Matrix* | **PLANNED ACTIVITIES** | **TIMEFRAME** | **RESPONSIBLE PARTY** | **PLANNED BUDGET - 2010** |
| **Q3/10** | **Q4/10** | **Q1/11** | **Q2/11** | **Q3/11** | **Q4/11** |  | **Funding Source** | **Budget Description** | **Amount** |
| **Outcome 1: National governance framework and institutional capacities strengthened for REDD** |
| Outputs / expected results:* 1. A Policy

Framework for REDD is in place.1.2 Cross-sectoral institutional and individual capacities built to deliver the REDD production chain1.3 FBD has greater capacity to develop and implement the national REDD Strategy in collaboration with other partners1.4 Cost curves for REDD in Tanzania established 1.5. Management oversight for JP provided | In coordination with RTF collect examples of forest management suitable for REDD implementation |  |  |  |  |  |  | MNRT | UNREDD -UNDP | *Consultancy / workshop* | 30,000 |
| Support FBD to interpret and raise capacity within FBD on the National Framework and Strategy |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Training / Workshop* | 40,000 |
| In collaboration with RTF conduct comprehensive studies on the legal context of REDD and carbon |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Consultancy/workshop* | 10,000 |
| Develop a participation plan in support of the REDD strategy development and its implementation |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Consultancy* | 10,000 |
| Develop materials for marketing REDD, covering different scenarios (voluntary, retail or fund-based approaches) in alignment with the national REDD framework/strategy. |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Other* |  |
| Support FBD to incorporate REDD into the national legal framework on forests |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Contracts* |  |
| Assist FBD to develop the REDD Preparation Proposal and Strategic and Environmental Proposal (SESA) for REDD in Tanzania |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Consultancy* | 10,000 |
| In consultation with other REDD stakeholders develop REDD training materials for the capacity building of Forest Officers. Training material will cover the REDD production chain and the cross-sectoral nature of REDD |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Consultancy* |  |
| Provide training to FBD and other REDD stakeholders including cross-sectoral stakeholders |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Consultancy / Training* | 20,000 |
| Assess and build the capacity of FBD and other relevant governmental stakeholders including VPO to undertake REDD functions in Tanzania (planning, monitoring and enforcement) |  |  |  |  |  |  | MNRT | UNREDD - UNDP  | *Personnel, others* | 50,000 |
| Provide Technical Specialist to assist FBD staff to implement the REDD Production chain (planning, monitoring, enforcement) |  |  |  |  |  |  | UNDP | UNREDD - UNDP | *Personnel* | 80,000 |
| Provide technical expertise to assist FBD on MRV |  |  |  |  |  |  | UNDP | UNREDD – UNDP | *Personnel* | 30,000 |
| In consultation with FBD and partners provide essential equipment to the newly formed REDD Unit within FBD (computers, desks, etc) |  |  |  |  |  |  | UNDP | UNREDD – U NDP | *Supplies* | 50,000 |
| Agree methodologies to be used to calculate the costs of REDD, including opportunity costs. |  |  |  |  |  |  | MNRT | UNREDD – UNDP | *Training / Workshop,* *in consultation with WB**Consultancy**Personnel, others* | 10,000 |
| Calculate costs and benefits of REDD in Tanzania and assess the distribution of these costs and benefits (social, private, budget, etc) |  |  |  |  |  |  | MNRT | UNREDD – UNDP | 10,000 |
| In consultation with RTF, build capacity of stakeholders to understand the methodology and participate in the costs and benefits analysis |  |  |  |  |  |  | MNRT | UNREDD – UNDP | 10,000 |
| In consultation with RTF, develop a REDD cost curve for Tanzania plotting abatement costs against abatement potential for different land uses (protected areas, production forests, village lands, etc), and including deforestation drivers |  |  |  |  |  |  | MNRT | UNREDD - UNDP | 10,000 |
| Management oversight (administration, oversight and programme monitoring) |  |  |  |  |  |  | UNDP | UNREDD - UNDP | *Personnel, Contracts, others* | 100,000 |
| **Outcome2: Increased capacity for capturing REDD elements within national Monitoring, Assessment, Reporting and Verification (MARV) systems** |
| Outputs / expected results2.1: A system for REDD information synthesis and sharing established at FBD and linked to NAFOBEDA2.2 Training provided to forest staff on monitoring, reporting and verification (MRV)2.3 Forest degradation indices provided for forest landscapes and capacity building for establishment of REL2.4 National maps inform delivery of the REDD Framework | a) Develop a FBD clearing house linked to NAFOBEDA through collection of all REDD and related studies, consultancy reports/ findingsb) Support development of a geographically explicit database for all types of land use related informationc) Integration with forestry inventory system (NAFORMA)d) Provide input for NAFORMA data management improvements |  |  |  |  |  |  | MNRT | UNREDD - FAO | *Personnel**Other* | 50,000 |
| Identify the actual needs and feasibility for MRV at the various levels of the REDD supply chain and policy recommendations for set up of National Carbon Monitoring Centre (NCMC) |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Personnel, Contracts* | 55,000 |
|  Support set up of laboratory/unit for Geographical Information analysis |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts* | 25,000 |
| Develop training modules on remote sensing and GIS, and forest GHG inventory methodology, IPPC Guidelines on Good Practices (GPGs) |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts* | 35,000 |
| Deliver training on remote sensing, GIS and data interpretation, GHG inventory and IPCC GPGs |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts* | 35,000 |
| Capacity development for the national institution that will report GHG data to UNFCCC and for other reporting requirements |  |  |  |  |  |  | MNRT | UNREDD – FAO |  |  |
| Purchase training equipment |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Supplies* | 20,000 |
| Assess forest degradation through field measurement linked to remote sensing data in FRA 2010 RSS sample tiles |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Personnel, others* |  |
| Assess impact of degradation on carbon storage across the land cover types of Tanzania |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts, others* |  |
| Assess complete carbon stocks for various land cover types |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts* |  |
| Overlays of impacts of degradation on forest carbon added to the forest inventory in pilot districts. |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts* |  |
| Assess historical forest area changes at the national level |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts* | 40,000 |
| Assess historical forest carbon emissions and removal rates at the national level |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts, others* |  |
| Develop national maps of carbon storage and changes in carbon stocks based on available data collected from NAFORMA and other programmes in Tanzania |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts* |  |
| Develop different maps of biodiversity, poverty and hydrology, Non-timber forest products, protected areas, population, mammal species, (REDD+ co-benefits) for the entire country |  |  |  |  |  |  | MNRT | UNREDD – FAO | *Contracts* |  |
| Overlay carbon, and co-benefits maps and predict future distribution under climate change and development scenarios |  |  |  |  |  |  | MNRT | UNREDD - FAO | *Contracts* |  |
| Provide training and capacity building for carbon and co-benefit mapping and related knowledge management systems |  |  |  |  |  |  | MNRT | UNREDD - FAO | *Personnel, contracts* | 40,000 |
| **Outcome 3: Improved capacity to manage REDD and provide other forest ecosystem services at district and national levels** |
| Outputs / expected results3.1 Decentralized REDD Governance Framework developed and tested in pilot districts3.2 Payment distribution system outlined3.3 REDD payments combined with payments for non-carbon services | Undertake limited piloting of REDD implementation mechanism in 3 districts and learn lessons |  |  |  |  |  |  | MNRT | UNREDD – UNDP | *Consultancy/ workshop* | 10,000 |
| Assess where REDD management could fit into District and Village Land Use planning and make recommendations to REDD Task Force |  |  |  |  |  |  | MNRT | UNREDD – UNDP | *Contracts, others* | 10,000 |
| In collaboration with other REDD stakeholders, assess best practice in existing village governance systems as potential mechanisms for implementing REDD and propose mechanisms to REDD Task Force |  |  |  |  |  |  | MNRT | UNREDD – UNDP | *Contracts, others* | 10,000 |
| Build capacity of the decentralized forest governance on REDD implementation elements (including payment distribution and bundling of ecosystem service payments) |  |  |  |  |  |  |  |  |  |  |
| Test different payment distribution options for REDD and make recommendations to the national REDD process |  |  |  |  |  |  | MNRT | UNREDD – UNDP | *Others* |  |
| In collaboration with REDD stakeholders develop and propose payment modalities and prepare initial contracts for REDD payments |  |  |  |  |  |  | MNRT | UNREDD – UNDP | *Contracts* |  |
| In collaboration with existing PES schemes assess and propose mechanisms for bundling payments for non-carbon services (water, biodiversity, adaptation) to REDD to deliver a higher premium REDD credits |  |  |  |  |  |  | MNRT | UNREDD – UNDP | *Contracts* |  |
| In collaboration with existing PES schemes, develop, agree and start to test plan for combining REDD finance with other sources of carbon markets (e.g. CDM, adaptation) and non-carbon finance (i.e. water) in two pilot landscapes (Uluguru, East Usambara). |  |  |  |  |  |  | MNRT | UNREDD - UNDP | *Contracts* |  |
| Outcome 4: Broad based stakeholder support for REDD Bin Tanzania |
| Outputs / expected results4.1. Improved awareness of REDD at national level4.2. Broad consensus built with forest communities regarding the REDD Framework | In liaison with the national REDD process and other REDD stakeholder undertake an awareness raising campaign on REDD and its impact on forest management, livelihoods and national development |  |  |  |  |  |  | MNRT | UNREDD - UNEP | *Contracts* | 80,000 |
| Exchange information with other REDD countries |  |  |  |  |  |  | MNRT | UNREDD – UNEP | *Personnel* | 30,000 |
| In collaboration with REDD stakeholders collect local peoples perspectives on the potential for REDD and the likely benefits, costs and challenges |  |  |  |  |  |  | MNRT | UNREDD – UNDP | *Contracts* |  |
| Provide targeted messages to communities on the potential for REDD to improve forests and livelihoods |  |  |  |  |  |  | MNRT | UNREDD - UNDP | *Contracts* |  |
|  |  |  |  |  |  |  |  |  |  |  |
| **TOTAL** |  |  |  |  **910,000** |

**UNREDD - Tanzania: Planned and programmed activities 2010**

**Outcome I: National governance framework and institutional capacities strengthened for REDD**

* Several consultancies have been initiated to address Outcome I:
1. Applications for a short term consultancy 'Forest Management Practices suitable for REDD+' (activity 1.1.1.) closed on 15 September and are to be evaluated.
2. A RfP on 'Training and Strategic Advice on REDD+ for MNRT' closed on 24 September.
3. ToRs are under preparation to address several more activities:
	1. Legal issues on REDD and carbon, participation in REDD strategy development and the role of indigenous people
	2. Preparation of a SESA
* Each of these consultancies will include at least one workshop with stakeholders.
* On request of the REDD unit at MNRT, the World Bank has agreed to hold a regional workshop on REDD opportunity costs in Arusha, most likely on 22-25 November, which will include a special component on Tanzania and provide a training opportunity for at least 25 participants from Tanzania.
	+ The UNREDD - Tanzania program will support the workshop and also provide funds for follow-up activities within Tanzania.
* Recruitment of a project assistant is under way, applications closed 12 August 2010, and interviews are to be conducted in mid October.
* Procurement of essential office equipment for the REDD unit at MNRT and a car has commenced.
* The UNREDD - team will facilitate participation of staff from MNRT and other relevant organisations in REDD - related workshops and other events on an ad-hoc basis. This will include, for example, participation of 3 MNRT staff in a training workshop on social impact assessment for forest carbon projects co-hosted by TFCG, Forest Trends and CARE in Zanzibar on 11-15 October 2010.

**Outcome II: Increased capacity for capturing REDD elements within national Monitoring, Assessment, Reporting and Verification**

* ToRs are being developed to facilitate establishment of a clearing house, collection of literature and data and link this information to NAFOBEDA.
* Two training workshops were funded by the UNREDD program and held in cooperation with NAFORMA and FAO:
	+ A general Remote Sensing training workshop was held in Bagamoyo on 6-9 September.
	+ A workshop on Open Source Remote Sensing software is being held on 20-24 September in Dar es Salaam.
* The REDD unit at MNRT identified office space for the MARV component and will contribute to refurbishing of that space.

**Outcome III: Improved capacity to manage REDD and provide other forest ecosystem services at district and local levels**

* ToRs have been drafted for consultancies on 'Assessment of how REDD management could fit into District and Village Land Use planning' and 'Best practice in existing village governance systems as mechanisms for implementing REDD'. These are processed through government systems.
	+ These consultancies will include at least one workshop each.
* Most activities under this Outcome relate to piloting REDD implementation and testing payment distribution options. Since there are several REDD pilot projects already under-way in Tanzania, the REDD unit currently assesses the status of these projects with a view to add value to these projects rather than implementing new and additional projects. This process may require conducting a workshop in 2010. Tentatively, the view is that value could be added through the development of information sharing and shared learning mechanisms.

**Outcome IV: Broad based stakeholder support for REDD in Tanzania**

* Activities to address Outcome IV will include
	+ a consultancy for the development of training and awareness raising measures for REDD, and
	+ direct support aiming to improve the capacity of the MNRT publicity, information and outreach areas on REDD.
* The UNREDD program will support participation of the National REDD Task Force at COP 16 to be held in Cancun, Mexico, within reasonable limits and subject to meeting key administrative requirements:

a. The delegation needs to secure opportunities for showcasing and presenting materials, and

b. Delegates need to be approved by Government.

Sufficient resources need to be maintained in the budget to enable the UNREDD-Tanzania Program to also support information-sharing with other UNREDD pilot countries at COP 17.

**M&E MATRIX**

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| --- | --- | --- | --- | --- |
| **EXPECTED OUTPUTS** | **BASELINE** | **INDICATOR** | **TARGET** | **6 MONTHLY MILESTONES** |
| Q2/2010 | Q4/2010 | Q2/2011 |
| **Outcome 1: National governance framework and institutional capacities strengthened for REDD** |
| Outputs / expected results:* 1. A Policy

Framework for REDD is in place.1.2 Cross-sectoral institutional and individual capacities built to deliver the REDD production chain1.3 FBD has greater capacity to develop and implement the national REDD Strategy in collaboration with other partners1.4 Cost curves for REDD in Tanzania established  | A framework has been developed; a national strategy is being prepared.  | Existence of a national strategy | National strategy involving all stakeholders established. | Draft strategy available | Strategy complete | Implementation has started |
| A National Task Force has been established | Training provided  | Relevant government institutions fully able to provide input into National Task Force | Training program being developed  | Training being provided |  |
| FBD is a member of the Task Force but fe staff have an understanding of REDD | Number of staff with training on REDD | REDD fully integrated in FBD work and training program | Training to FBD Technical Committee provided | Remaining capacity-building needs assessed | Further capacity-building for FBD agreed. |
| No cost curves yet developed. | Cost curves agreed with stakeholders. | Cost curves accepted by stakeholders and used in literature. | Draft cost curves available. | Final and agreed cost curves available. |  |
| **Outcome2: Increased capacity for capturing REDD elements within national Monitoring, Assessment, Reporting and Verification (MARV) systems** |
| Outputs / expected results2.1: A system for REDD information synthesis and sharing established at FBD and linked to NAFOBEDA2.2 Training provided to forest staff on monitoring, reporting and verification (MRV)2.3 Forest degradation indices provided for forest landscapes and capacity building for establishment of REL2.4 National maps inform delivery of the REDD Framework | No REDD system developed under NAFOBEDA | Clearinghouse of REDD studies exists | Clearinghouse established and linked with NAFOBEDA | Clearinghouse established |  |  |
| No training available on MRV | Number of staff with MRV training | FBD fully across MRV issues | Training modules being developed | Training being provided | A relevant staff has received training, further training under development |
| No indices available yet | Availability of indices. | Forest degradation indices established and accepted by peers. | Historical forest change assessed | Historic forest carbon emission and removal assessed | Forest degradation indices available |
| No co-benefit maps available yet. | Availability of maps on co-benefits | A range of co-benefit maps can be produced at FBD | Provide training on co-benefit mapping | Develop different maps on co-benefits | Link these maps with data on development trends and climate change.  |
| **Outcome 3: Improved capacity to manage REDD and provide other forest ecosystem services at district and national levels** |
| Outputs / expected results3.1 Decentralized REDD Governance Framework developed and tested in pilot districts3.2 Payment distribution system outlined3.3 REDD payments combined with payments for non-carbon services | No agreement and little awareness on REDD governance frameworks at district and national levels.  | District officials understand and agree on best practices in resource management and governance | Agreement on best practice and improved awareness on REDD governance frameworks at district and national levels. | Pilot project sites identified  | Different frameworks being tested | Recommendations on best practise frameworks have been prepared |
| No agreement and little awareness on REDD payment distribution options. | Decision makers at national and district levels feel better informed about REDD payment distribution options | Improved understanding on REDD payment distribution options.  |  | Several options for REDD payment distribution identified and presented to REDD Task Force | Recommendations have been prepared for REDD payment distribution options. |
| No integration yet. | Economic values of non-carbon services are understood and incorporated | Payment scheme action plan exists detailing REDD and non carbon services |  | Options for combination of payment systems prepared. | Recommendations on combined payment systems available for decision makers at national and district levels.  |
| **4. Broad based stakeholder support for REDD in Tanzania** |
| Outputs / expected results4.1. Improved awareness of REDD at national level4.2. Broad consensus built with forest communities regarding the REDD Framework | Little awareness on REDD issues at the national level. | National awareness raising campaign carried out | Widespread increased awareness of REDD countrywide | Awareness strategy prepared  | Awareness materials prepared. | Awareness materials available to all relevant parties. |
| Little awareness on REDD issues among forest communities.  | Number of workshops held and number of participants.  | Communities’ perspectives have been collected. |  | Strategy for consultations prepared and workshops held.  | Communities’ perspectives have been integrated into policies. |

# Management Arrangements

#### National REDD Task Force

A National REDD Task Force has been established in Tanzania, with 8 members including the Vice Presidents Office (Environment) who are responsible for Climate Change issues in Tanzania, and the Forestry and Beekeeping Division of the Ministry of Natural Resources and Tourism who are the managers of REDD in Tanzania. This National Task Force is facilitated by the Institute of Resource Assessment at the University of Dar es Salaam who have been funded by the Royal Norwegian Embassy. The Task Force is responsible for delivering a national REDD strategy and framework, and for coordinating activities related to REDD in Tanzania. This includes the proposed donor support from UN REDD, the Norwegian Government (via the Embassy and NORAD in Oslo), and the Forest Carbon Partnership Facility of the World Bank.

The UNREDD – Tanzania Programme is being implemented in close cooperation with the National REDD Task Force.

**Proposed financial and technical management arrangements for UN REDD Programme**

The UN-REDD Collaborative Programme utilizes the ‘pass-through’ modality for fund management. Participating UN organizations, in this case FAO, UNDP and UNEP, assume full programmatic and financial accountability for the funds received from the Administrative Agent.

Following is the agreed financial and technical management mechanism for Tanzania, which is based on extensive discussion in Tanzania, and is in accordance with how the One UN programme works in Tanzania. It also takes into account the review of the overarching UN REDD MOU.

Funds are provided from the UN Multi-Donor Trust Fund (MDTF) in New York to the three UN Agencies involved with UN REDD (UNDP, UNEP and FAO).

Each UN Agency is responsible for transferring funds from its own allocation to implementing partners and report back to MDTF. This is the pass through mechanism for financial management and reporting and was agreed after discussions between the three UN agencies. Progress reporting, however, will be performed through a single report.

To ensure a true joint implementation of the programme a "Programme Management Committee" has been established in Tanzania that includes representatives of FAO TZ CO, UNDP TZ CO, UNEP (Nairobi) and Government representatives. In Tanzania this collaboration has been facilitated due to the fact that UNDP, UNEP and FAO have a MOU for collaborative working under the Joint Environment Programme for Tanzania.

A detailed operational work plan has been developed during the inception period; detailed budgets for each activity will be developed. This process involves the three UN REDD agencies working in Tanzania and the government (Forestry and Beekeeping Division and Vice Presidents Office – Environment).

A HACT capacity assessment of the MNRT has been initiated. In order to reduce the impact on programme delivery, implementing partners agree that UN agencies are able to directly implement activities on request from government.

# Monitoring Framework And Evaluation

### Financial Monitoring

Funds used by the Participating UN Organization shall be subject to internal and external audit as articulated in their applicable Financial Regulations and Rules. In addition, the Technical Secretariat will consult with the Participating UN Organizations on any additional specific audits or reviews that may be required, subject to the respective Financial Regulations and Rules of the Participating UN Organizations. Participating UN Organizations will provide a summary of their internal audit key findings and recommendations for consolidation by the MDTF Office and submission to the Policy Board and National REDD Committee as applicable. The use of funds allocated to Implementing Partners will be reported back to the relevant UN agency charged with responsibilities for those funds using relevant reporting mechanisms.

**Technical monitoring**

The Government, and the Participating UN Organizations, shall jointly conduct scheduled/annual planning and review meetings for all activities covered in the results framework, monitoring and evaluation plan and work plans covered by this Joint Programme. This will include an assessment of the risks and assumptions to determine whether they are still holding.

### Evaluation

The Technical Secretariat for UN REDD will establish an Evaluation Plan which ensures that all programmes supported by the UN-REDD Programme will undertake a final evaluation, which will assess the relevance and effectiveness of the intervention, and measure the development impact of the results achieved, on the basis of the initial analysis and indicators described at the time of programme formulation. Furthermore, the Technical Secretariat from time to time shall lead reviews for programmes as necessary.

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

Within the annual cycle

* On a six-monthly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
* An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
* Based on the initial risk analysis submitted (see annex 1), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
* Based on the above information recorded in Atlas, a Project Progress Report (PPR) shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
* a project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
* a Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

Annually

* **Annual Review Report**. An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
* **Annual Project Review**. Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

*In case a project evaluation is required, please indicate the justification and proposed timing for the evaluation. A project evaluation is required only when mandated by partnership protocols such as GEF. However, a project evaluation may be required due to the complexity or innovative aspects of the project.*

# Legal Context

The Participating UN Organizations (FAO, UNDP and UNEP) have signed a Memorandum of Understanding (MOU) to implement the UN-REDD Collaborative Programme, which came into effect on 20th June 2008 and ends 20th June 2012.

This Joint Programme document is consistent with the cooperation/assistance agreements signed by the lead UN agencies involved in this programme with the Government of Tanzania. For the UNDP, this Document is pursuant to the Country Programme Action Plan and the Standard Basic Assistance Agreement (SBAA) it signed with the Government of Tanzania. All provisions in the SBAA therefore apply to this document. Consistent with Article III of the SBAA, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP‟s property in the implementing partner’s custody, rests with the implementing partner.

The implementing partner shall:

* put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried; and
* assume all risks and liabilities related to the implementing partners security, and the full implementation of the security plan.

The **UNDP** reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

On the part of the **FAO**, this document is consistent with the basic agreement with Government of Tanzania as indicated in the exchange of letters between the Government of Tanzania and FAO. The FAO Representative shall represent the Organization in Tanzania, and shall be responsible within the limits of the authority delegated to him/her, for all aspects of the Organization’s activities in the country. In the effective performance of his/her functions, the FAO representative shall have access to appropriate policy and planning levels of Government in the agriculture, fishery and forestry sectors of the economy, as well as, to central planning authorities. He/she shall maintain close liaison with the Government’s coordinating agency for external assistance and thereby serve to keep all the appropriate Government agencies fully informed on all aspects of the policies and procedures of FAOs programme in Tanzania.

For **UNEP**, in line with its position as a non-resident agency with a global mandate for technical cooperation and capacity building, the signed Joint Programme document shall be the legal basis of UNEP’s relation with the Government of Tanzania within the context of this programme. UNEP will work in close coordination with the programme management team.

The Participating UN Organizations agree to undertake all reasonable efforts to ensure that none of the funds received pursuant to UN-REDD are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by Participating UN Organizations do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this programme document.