

LIBERIA

Liberia Forest Sector Project (P154114, TFA2427), Second Implementation Support Mission and REDD+ Readiness Preparation Support (P124073, TF12530 and TFA0929) Mission

March 8 - 22, 2017 and April 3 - 21, 2017

Aide-Memoire

I. INTRODUCTION AND MISSION OBJECTIVES

1. A World Bank second implementation support mission^{1,2} for the Liberia Forest Sector Project (LFSP) was conducted in Monrovia, Liberia between March 8 to 22, 2017; and April 3 to 21, 2017.
2. This Aide Memoire summarizes the mission's key findings and recommendations. The draft aide memoire was discussed at mission wrap up meetings on March 22, 2017 and April 21, 2017.
3. The mission would like to express its sincere appreciation to Hon. Alvin E. Attah, Sr. Deputy Minister, Economic Management, Ministry of Finance and Development Planning (MFDP), Hon. Harrison S. Karnwea, Sr., outgoing Managing Director, FDA; Hon. Darlington S. Tuagben, incoming Managing Director, FDA; Hon. Anya Vohiri, Executive Director, Environmental Protection Agency (EPA); Dr. Cecil T.O. Brandy, Chairman, Land Authority; Boiyan K. Kpakolo, Assistant Minister, Mineral Exploration and Environmental Research, Ministry of Lands, Mines and Energy (MLME); Mr. Samuel Summerville, Assistant Minister Planning and Development; staff of the Ministry of Agriculture (MOA); Mr. Saah A. David, Jr., National REDD+ Project Coordinator; and the entire FDA team for their participation, hospitality, and for the fruitful discussions during the mission. The full list of persons met is in Annex 1.

1. ¹ The mission was led by Ms. Neeta Hooda (Co-Task Team Leader), supported by George Ledec (Lead Ecologist), Gerardo Segura (Senior Natural Resources Management Specialist), Nicholas Meitaki Soikan (Social Development Specialist), and Nalin Kishor (Governance Expert). Mission was supported in country by Sekou Kamara (Environment Specialist), Zinnah Mulbah (Environmental Specialist), Charles Taylor (Procurement Specialist), Saidu Dani Goje (Financial Management Specialist), Abimbola Adubi (Agricultural Specialist) and Yeyea Gloria Kehleay Nasser (Team Assistant); and remotely supported by Paola Agostini (Task Team Leader), Sachiko Kondo (Natural Resources Management Specialist), Marco van der Linden (MRV Specialist Consultant) and Yesmeana Butler (Program Assistant). Mr. Arild Skesdsmo, Senior Advisor, Forest and Climate, from the Norwegian Ministry of Climate and Environment joined the mission.

2. ² The objectives of the mission were: (i) Overall review of implementation progress with the Forestry Development Authority (FDA) and other implementing partners, including disbursements; (ii) Implementation support to FDA's interventions in strengthening management of the Project-supported Protected Areas (PAs) and technical studies of Proposed PAs; (iii) Support to the application of environmental and social safeguards under the Project; (iv) Implementation support to FDA's interventions in forest communities to conduct a socio economic and resource assessment surveys, community forest demarcation, and development of forest management plans in selected communities; and (v) Support to the review of the strengthened regulatory and institutional arrangements especially by (a) helping initiate the strategic planning and staffing exercise for the FDA; (b) assessing the staff and technical requirements of the FDA field offices through field visits; (c) identifying short-term skill enhancement needs for FDA and EPA staff and developing a strategic plan for their delivery; and (d) developing a plan for curriculum improvement for the principal technical and graduate forestry institutions (Forestry Training Institute (FTI), University of Liberia (UL), Nimba Community College and Methodist Episcopal University).

II. KEY FINDINGS

Liberia Forest Sector Project

4. **Overall Progress.** Overall, project implementation is progressing reasonably well and implementation progress is rated as *'moderately satisfactory'*. The project was formally launched on March 14, 2017, in Monrovia. Six key areas are identified for attention with a view to maintaining implementation progress on track: (i) Changes in FDA Management; (ii) Fund flow and financial management; (iii) RIU Capacity; (iv) Implementation and management capacity of FDA; (v) Disclosure of documentation specially those pertaining to CFMA process; and (vi) Sustainability of investments post project.

(i) **Changes in FDA Management.** Mission was informed that current Managing Director, Mr. Harrison Karnwea had submitted his resignation to the President of Liberia. Mission expressed its gratitude to Hon. Karnwea for his leadership on this project during preparation and early implementation. Mr. Darlington Tuagben, formerly a Deputy Managing Director, Operations, was appointed as Managing Director on April 10, 2017.

(ii) **Fund flow and financial management.** The Project work plan and procurement plan for the first 18 month period was finalized and approved in December 2016 after minor delays. This should be updated to include the first two quarters of 2018 by June 15, 2017. The Designated Account is operational. The mission was informed that new modalities for managing project operations accounts, introduced portfolio wide by the MFPD to reduce fiduciary risks, have posed challenges for the Project Implementing Entities (PIEs) in accessing the funds in a timely manner. This has resulted in some delays in initiating proposed activities for this period. Joint discussions between FDA, PFMU and WB have led to an agreement on how the operational accounts of each PIE will be managed. It is expected that operational accounts of all PIEs will become operational by June 30, 2017. Government expressed importance of fiduciary checks even though it might result in some delays in meeting deliverables for the first year of Project implementation.

Mission emphasized that FDA staff especially those based in the field should be informed that Project funds can be made available to undertake activities in accordance with the annual work plan and that implementation of activities planned for FY2017 should be initiated without further delay.

(iii) **Implementation and management capacity of FDA.** The mission team considered that take-up and ownership of project components by the technical departments of FDA has been below expectation, which also puts additional stress on the REDD+ Implementation Unit (RIU). Measures are needed to be taken by the FDA Management to ensure that technical managers refer to the agreed work plan for their respective areas of responsibility and proactively reach out to the RIU with plans for execution of agreed activities. Mission team facilitated two trainings during the mission on project management and on monitoring and evaluation respectively for FDA and PIE staff (Details in section on 'Other findings'). Capacities for project management and coordination with FDA departments and other PIEs needs to be strengthened without delay.

(iv) **RIU Capacity.** The capacity of REDD Implementation Unit (RIU) needs to be strengthened further. Currently, the RIU includes a Project Coordinator, a Policy Coordinator, two Procurement Specialists, a Communications and Engagement Specialist, and a Project Accountant. Mission noted that hiring of M&E Specialist is at a contract negotiation stage. Hiring of remaining consultants to form part of the RIU (safeguards specialists (Social and Environmental), and a team assistant) needs to be completed. Mission discussed trainings for project management, and reporting to ensure clarity in roles and responsibilities in RIU. During the October 2016 mission of the WB, the RIU had made a request for recruitment of a Project Officer to support the Project Coordinator for seamless flow of information, reporting, and flow of funds. Delays have been experienced in the past few months including submission of reports, and review of technical documents, and the mission recommends that recruitment of additional support in the form of a Project Officer would help to bridge this gap. It was agreed that ToRs for this support will be submitted by April 30, 2017.

(v) **Disclosure of Documents.** Mission recalled that issue of public disclosure of documents was flagged in earlier missions. Mission acknowledged that some progress is being made in redesigning of FDA website. However, information and documents on activities being supported by the project are not available on the website. Mission recommends that the FDA explores opportunities to systematize disclosure of documents pertaining to progress on Community Forest Management Agreement (CFMA) process and activities on protected areas. For example, a dashboard that demonstrates progress on CFMA in project communities against key milestones and is updated regularly is critical to ensure transparency. FDA Management agreed to have its website functional with requisite information on first communities posted by May 15, 2017.

(vi) **Sustainability of investments post project.** Mission brought to the attention of the FDA Management the issue of sustainability of investments in human resources, equipment and infrastructure which is closely related to the number of staff employed and their ability to efficiently fulfill their duties. The Project is supporting recruitment of experts/ technicians to support implementation. As noted in the Project Appraisal Document (PAD), it was agreed as part of the project design that these personnel would be integrated as regular staff during the project period. Mission reiterated that the FDA should begin strategic planning including budgetary implications and measures that will be taken to ensure that recurrent operational costs including maintenance and regular renewal of equipment and infrastructure especially at the regional level be absorbed by FDA. Mission team together with FDA held meeting with the MFDP and the longer term sustainability issues were discussed with the Deputy Minister of Finance. Hon. Deputy Minister suggested that FDA consider a phased approach to meeting its needs for operational and other costs. It was agreed that FDA will submit a proposal reflecting its budgetary needs for the medium and long term in view of its overall strategic vision and advance the discussions. FDA will update the World Bank task team on follow up made with the MFDP on this issue.

5. **Budget Support Operation.** In December 2016, Norway made a new commitment under the Liberia Forest Landscape Single Donor Trust Fund which will finance a supplementary general budget support operation (P163164) with a grant component of US\$4,360,000. This is currently under processing by the Macroeconomics team of the World Bank, with expected delivery around June-July 2017. Mission discussed with MFDP the opportunity to link this with the point above on long term sustainability of the project investment, and to meet longer term strategic staffing objectives of the FDA.

REDD+ Readiness Preparation Support

6. **Completion Reporting for Original Grant (TF12530).** Mission discussed the finalization of completion report for the original grant (US\$3.6 million). The grant has been fully disbursed. It was agreed that FDA will submit completion report by April 10, 2017 [report was submitted with some delay, in May 2017].

7. **Progress under Additional Funding Grant (TFA0929).** Mission expressed its concern with the overall slow progress with implementation of activities under Additional Funding. Recruitments are pending and contracting for work on MRV is still work in progress.

III.CONTEXT

Liberia Forest Sector Project

8. **Project Development Objective (PDO).** The PDO is improved management of, and increased benefit sharing in, targeted forest landscapes.

9. **LFSP Background.** The LFSP is financed by the Liberia Forest Landscape Single Donor Trust Fund grant of US\$36.7 million. This Trust Fund was established between the Government of Norway and

the World Bank under the Letter of Intent³ signed between Norway and the Republic of Liberia. The project was approved on April 19, 2016, the Grant Agreement and the Project Agreement were signed on April 27, 2016, and the grant became effective on August 30, 2016. There is one disbursement condition for disbursements under Category 3 to Land Authority. Current grant disbursements stand at US\$3 million (8 percent).

10. **LFSP Components.** The LFSP has four components, namely: Component 1: Strengthened Regulatory and Institutional Arrangements for Implementation of REDD+ (US\$8 million); Component 2: Strengthened Capacity for Management of Targeted Forest Landscapes (US\$23.8 million); Component 3: Forest Monitoring Information System (US\$2.3 million); and Component 4: Project Management, Monitoring, and Communication (US\$3.4 million).

REDD+ Readiness Preparation Support

11. **REDD+ Readiness.** The REDD+ Readiness Phase in Liberia is financed by the original REDD+ Readiness grant (TF12530, US\$3.6 million, closed on November 30, 2016 (fully disbursed)) and an additional funding grant (TFA0929, US\$5 million, approved on September 2, 2015, closing on January 15, 2019, US\$854,440 or 17. percent disbursed). The Formulation grant of US\$200,000 closed on January 31, 2011. The REDD+ Preparation Support PDO is to carry out a consultative and quantitative analysis of the different land use options for development of the national REDD+ Strategy for Liberia, to be approved by the National Climate Change Steering Committee. Strategy has since been presented to NCCSC at its meeting in March 2017.

IV. OTHER MISSION FINDINGS

LFSP

12. **Progress towards Achievement of the PDO.** Mission rates the progress towards achievement of the PDO as *Satisfactory*.

13. **Overall Capacity Building and Institutional Strengthening.** As part of assessing the needs for capacity building and institutional strengthening, the Mission held detailed discussions with the RIU and took stock of the status of activities related to component 1 of the LFSP. The Mission visited the FDA office in Greenville (Sinoe County), the Region 1 office in Tubmanburg, and the Forest Training Institute (FTI) campus in Tubmanburg (Bomi County). The mission also organized a one-day training activity on monitoring challenges in the context of the Results Framework for the LFSP, and training for PIEs on Project Management.

COMPONENT 1.

14. **Support to the Strategic Planning Unit (SPU), preparation of a 5 Year Strategic Plan for FDA.** It was agreed that an international consultant is being hired to take the lead (with support from the local consultant) for the preparation of the draft 5 year Strategic plan in consultation with FDA. The Mission guided the RIU to develop and harmonize the TORs for the local and international consultants, including identifying their individual lead and joint responsibilities, for the deliverables. The local consultant has commenced work in May 2017 and would submit a draft SPU assessment report by June 30th. The international consultant is expected to be on board by mid-June, and the draft 5 Year Strategic Plan to be submitted by November 30th. This task is considered as high priority and the Mission urged the RIU to ensure that the recruitment of the international consultant, and the submission of the report be completed

³ <https://www.regjeringen.no/contentassets/b8b93fa03bda4ac893d065d26d64075b/letterofintentliberia.pdf>

as per the discussed schedule. The TORs for these consultants have since been submitted by FDA for No Objection to the World Bank.

15. Support to the Forestry Training Institute (FTI) and capacity building through on-the-job-training.

(a) In accordance with discussions with the FDA-MD, the Mission agreed not to spread the project resources too thin, but to focus primarily on supporting FTI, since that is considered as the main source of staff for middle-level foresters for the country. A needs assessment, with its major focus on curriculum improvement, was done in 2009/10. Discussions with the Director of the FTI and a tour of the campus clearly indicates the importance of considering additional issues such as the upgrading of facilities (buildings, classrooms, students hostels, training labs, etc.), and improving the quality of the teaching faculty. Thus, the Mission suggests that the 2009/10 curriculum assessment report be revisited to take stock of achievements, and a short report on the remaining critical needs for FTI be prepared, if necessary. RIU should lead on this in house, with a view to in close consultation with FTI and complete it by September 2017.

(b) The Mission sees provision of support to recruiting graduating seniors from the forestry institutes, as apprentices to assist with Project implementation, as an important capacity-building step. Thus, as a follow up to the discussions of the October 2016 mission, the Mission agreed with RIU to recruit up to 12 fresh graduates, aligned to the proposal of recruitment of junior staff in the PAD, for a duration of 12 months. The first batch of apprentices will be drawn from graduating students from the University of Liberia (UL) and FTI. They will largely support the implementation of project activities and therefore most apprentices will be located in the field, to work closely with front-line field staff of the FDA. A draft announcement for recruitment has been prepared and is expected that the RIU will finalize it by May 30, 2017. It is envisaged to select the first batch and place them in the field by the end of October 2017.

The Mission suggests that the RIU prepare a budget for this activity (based on number of apprentices to be recruited, their stipend and other costs, training expenses, etc.), and submit to the Bank for a “no-objection”, by June 30th, 2017.

16. Capacity building needs and training activities for EPA staff. The mission followed up on the October 2016 mission discussions on the EPA needs for staff training, related to their responsibilities in the implementation of the LFSP. EPA has now submitted a list of areas which they consider priority for training. The Mission will work with the RIU, with support from EPA to further flesh out these priority areas and identify specific training activities to fulfill these needs. It is expected that a detailed program of training, including a budget, will be finalized by June 30th.

17. Training Workshop on Monitoring and Evaluation. A one-day training workshop was organized (on April 19, at the World Bank office) for the focal points and key technical staff from the PIEs, to discuss the fundamental concepts of M&E and the indicators and targets in the Project Results Framework (RF), and responsibilities of the PIEs in the context of their MOUs. The workshop had 25 participants. Participants recognized the importance of using the Theory of Change as a strategic planning tool for their specific activities under the project components. Challenges related to the measurement of the indicators in the RF were discussed, particularly in the context of varying capacities for M&E, across the PIEs. The RIU is finalizing the hiring of a dedicated M&E specialist, and indicated that the specialist would work closely with the PIEs (including with their respective M&E specialists) to ensure that the RF reporting requirements were adequately addressed. The workshop was seen to be useful in improving the understanding of the MOUs, the project RF, and in promoting collaboration across the PIEs.

18. A follow-on workshop on project-management skills and mission-building was organized by Liberia Institute of Public Administration (LIPA) on April 27th, 2017. The focal points from the PIEs (FDA, EPA, LA, and MoA) participated in the workshop – a total of 20 participants. The workshop focused on team building and coordination amongst project officers and capacity and training needs identification. To

promote team-building and better collaboration across the PIEs, the Mission suggests that the RIU take the lead in organizing similar training and capacity-building workshops on a regular basis.

19. **Launching of the Regional Inter-Agency Task-missions (RIATs).** The LFSP envisages the formation of RIATs to facilitate project implementation through coordinated efforts (particularly among the PIEs) in the field. The RIATs will be headed by the FDA's Regional Forester and include core representation from EPA, LA, MLME, MoA, Ministry of Internal Affairs and CSO. They would consult with community leaders and traditional chiefs, as they pursue their oversight and coordination tasks. The Mission attended a meeting in Tubmanburg, and observed strong support for the proposed RIAT, from the Regional Forester, and representatives of the EPA, FTI, MLME and the LC. The RIU informed the Mission that the RIATs will be launched in the 4 regions according to the following schedule: Sanniquellie-May 4th, Tubmanburg-April 28th, Voinjama-April 25th, and Zwedru-May 1st. These regional launch have been conducted as scheduled. Local WB staff joined the mission on request from FDA. Draft TORs for the modus operandi of the RIATs have been prepared. It was agreed that they be finalized after incorporating regional inputs, and submitted to the Bank for a "no objection", by May 15th, 2017.

20. **Improving collaboration across the technical departments in FDA.** Mission members participated as observers in a bi-monthly FDA-wide staff meeting (chaired by the MD). The Mission saw that to be an effective way to share information across the technical departments and units in FDA. The mission suggests that similar meetings, but focusing on LFSP implementation, be organized (on a monthly basis), as a means to promote information sharing internally, on the status of project implementation, and improved collaboration across the technical departments, at the FDA headquarters.

21. In addition, (as a follow up to meeting that the March mission Team had held with the MoFDP regarding FDA's staff retirement issue) the mission had a brief meeting with the FDA's Comptroller to get an update. It was agreed that FDA will submit a list of staff ready for retirement to the team. The comptroller also expressed concern over the meagre operational budget (US\$150,000 for FY16/17), whilst the government expects FDA to raise 10.2M USD as revenue for FY17/18. The mission indicated that it will provide support to the efforts of FDA/RIU to prepare a budget based on FDA's operational requirements, for discussion with the MoFDP.

22. **Support to the FDA Regional Offices.** Visits by the Mission to the FDA field office in Greenville and the Region 1 and Region 4 offices in Tubmanburg and Zwedru respectively revealed their significant shortcomings and the serious constraints that these deficiencies pose for conducting activities in the field. Thus, the Mission considers the need for improvement of these facilities, including their renovation and construction, as priority tasks.

23. The mission visited FDA's Zwedru Regional Office, where further expansion of facilities is envisioned under the LFSP. An urgent priority is to demarcate (with cornerstones and other means, including temporary fences) the FDA's acquired plot of land at this site, to prevent squatting and unauthorized planting of crops by neighbors. Based on this very useful site visit and accompanying discussion, the mission agreed to provide additional comments to FDA on the draft Terms of Reference for Civil Works Design and Supervision by end of May, 2017. As the next step in this process, it was agreed that the FDA will ensure that the land is surveyed and legal documents (including deed) are obtained. It was also agreed that similar steps should be taken by FDA to secure all its properties with legal documents substantiating its claims to all land acquired or donated by communities.

24. In Tubmanburg, the Mission learned that FDA has acquired a 2 acre plot, without any encroachment, and demarcated with cornerstones. However, the formal title still needs to be obtained from the Land Commissioner's office. The Mission suggested to the Regional Forester that the process of obtaining the title should be facilitated so as to enable construction to proceed. FDA to provide update to the WB team by May 31, 2017.

25. **TOR for deconcentration and decentralization work.** The Mission discussed with the RIU, the progress with the TORs for the deconcentration and decentralization, and agreed that it would be put on hold, till the draft 5-year Strategic Plan for FDA is available. If still needed, the TORs would be revised and put out to invite expressions of interest.

26. **Environmental Improvement of Small-scale Mining.** Under Component 1.1, support is available to the MLME for actions to engage and help organize small-scale miners to improve their environmental practices and thus reduce their adverse impacts upon Liberia's forests. MLME has already identified locations within the two LSFP Target Landscapes where small-scale mining is currently active. It was therefore agreed that MLME will undertake awareness activities in Grand Cape Mount, Gbarpolu, Grand Gedeh, and Sinoe counties. These initial consultations and awareness-raising activities are aimed at sensitizing the miners regarding environmental friendly mining practices, while eventually coordinating or organizing them into cooperatives. This is expected to improve the monitoring of small-scale mining activities, thereby eventually reducing deforestation and forest degradation. It was agreed that MLME will finalize its work plan to include activities up to end of 2017. To address large scale mining, MLME also intends to mainstream biodiversity offsets into new Mineral Development Agreements (MDAs) and to put forward a proposal to mining companies for integrating biodiversity offsets into existing MDAs at the 5-year review period.

COMPONENT 2

COMMUNITY FORESTRY

27. **Community Forestry.** Mission was informed by FDA, that due to access limitations, two of 10 communities that were selected initially (i.e. **Gblebbo in Grand Kru** and **Gbarsaw & Weasehn in River-Cess**) could not be assisted in the first phase of the project (a summary table with the updated list of pilot communities is included in **Annex 6**). Parameters for tracking status of communities is included in Annex 4. The RIU and the WB have only been informed of this change during the mission. Given that Aide Memoirs are disclosed documents, the mission kindly requested FDA that in future any changes to decisions agreed upon previously should be brought to attention of WB and RIU and thus recorded on a timely basis.

28. Based on the remaining tasks to complete the Socio-Economic Surveys (SER) (Step 3) the mission proposes that before initiating any new activities for Demarcation and Mapping (Step 4 and 5) in the 10 communities, draft SER Reports are fully completed and publicly disclosed on the FDA web page.

29. Also, to allow for lessons learned to be assimilated by the SER teams, and due to limitations of field activities during the rainy season, the mission recommends that no new communities be initiated into Step 3 until SER reports are completed.

30. According to FDA guidelines the Draft Reports of the SER should include the following documents:

- a) **Draft reports** including preliminary **geo-referencing data**
- b) **Signed list** of FDA Officials, CSO representatives and Community members who conducted the SER.
- c) **Signed lists** of community participants.

31. Once draft SER reports are completed, and cleared by the Managing Director, the mission recommends to make these documents available on the FDA Web page, using the Dash Board format agreed with FDA in the first segment of this mission report. The mission also recommends to share these documents with the CFWG, for which a special session should be organized, where the CFD can share their experiences and receive feedback from the group.

32. **Selection of Communities and Typology.** The mission discussed the need to continue identifying and improving the typology to identify and select communities under the project. An important criteria to consider is the “low hanging fruit” communities. These are communities that for a particular reason have a higher potential to move forward more quickly through the 9 steps, or where a promising livelihood option can be identified and promoted for a small community forestry enterprise (e.g. bee keeping). These communities would be used as pilots and serve as examples to showcase to other communities.

33. The number of communities to be assisted will also need to be determined with respect to capacity of the CFD at the central and regional offices (staff, vehicles, equipment, etc). Following the field visits of this mission, the mission observed that the amount of time and effort required to assist each community in a sound and regular basis is much greater than anticipated, and a strategic planning process of human and physical resources needs to be conducted at each of the 4 regional offices to make the operation more effective.

34. Other selection relevant criteria suggested by the mission included: (i) accessibility; (ii) main potential livelihood activities (e.g. logging, NTFPs, Conservation, etc); (iii) level of social organization and cohesiveness to reach collective agreements and make decisions; (iv) size [large vs small]; and (v) where other donors have initiated a process that needs to be continued.

35. **Technical Service Providers (TSPs).** The mission identified an urgent need to start identifying TSP (based on the preliminary list included PIM) that could start to assist communities in specific aspects of the CFMA process and, most importantly, to begin to identify livelihood options. This was particularly urgent for the more advanced communities such as Nitiran (visited during the field trip) so they can begin to receive the needed support without delay. The mission also identified the need to continue to expand and gather more information about available TSP, both at the national and regional levels, and reflect this in the Roster (or Directory) of TSPs that would be available for communities to select from as the project scales up its work with additional communities.

36. **Mandate and Membership of the CFWG.** The mission requested the CFD to: (i) provide the Bank with a copy of the report produced following the retreat conducted with the CFWG in late 2012; (ii) keep the Bank informed to the final approval of the TORs and list of members of the CFWG as soon as possible. The CFD informed the mission that the formalization process of the CFWG by the Board of FDA will be completed by June 30, 2017.

37. **Meetings with communities.** The mission also wants to express their deep gratitude to FDA (particularly the CFD and RIU) for the support and help to conduct the activities of this mission, particularly the field visits to Nitiran and San Gbeh, (Sinoe County). A summary of the main findings in these communities is included in Annex 8).

CONSERVATION FORESTRY

38. **Sapo National Park.** In its visit to the Sapo National Park headquarters and ranger outposts, the mission discussed the need for additional equipment and other support from FDA. The mission advised FDA to take the next steps needed for timely procurement of a 4x4 vehicle (as part of the bulk vehicle acquisition), motorbikes, and office and field equipment (including ranger uniforms) for use by FDA’s Sapo field staff. It was agreed that FDA would take the next step needed to procure motorbikes, office and field equipment for LFSP-supported protected areas, beginning with Sapo National Park by March 31, 2017. The mission was informed that the updating of the Sapo National Park Management Plan has been undertaken with support from the international NGO Fauna and Flora International (FFI). The mission requested a copy (when available) of the draft updated Management Plan that will be produced with FFI collaboration, so that the World Bank team could review it and provide technical comments. Based on this review, FDA and the World Bank will decide whether and how to further improve (or discard, if not needed) the draft TOR for Updating the Management Plan for Sapo National Park (NP). With respect to potential

livelihoods support to certain communities around Sapo NP, it was agreed that the selection criteria and procedures to be used will depend upon relevant information obtained during the boundary demarcation process (as described below).

39. **Sapo Boundary Demarcation.** The mission discussed the need to prioritize the physical demarcation of Sapo National Park's dry (non-river) boundaries, in order to enable effective protection and management operations. FDA indicated that the demarcation process would involve extensive consultations with local communities and other stakeholders, beginning with the first consultation meeting currently scheduled to take place at the Sapo National Park headquarters on March 29, 2017. The mission recommended that physical demarcation works could first be carried out along the majority of the park boundary that is not under any dispute. Following discussion of the technical aspects, it was agreed that the cleared boundary demarcation path at Sapo will be not more than 3 meters wide, with 2 meters considered fully acceptable. The mission also recommended that the demarcation process include the installation of informative signs at strategic points along the park's river as well as dry boundaries.

40. **Sapo Boundary Dispute Resolution.** The mission was informed of two specific areas where the park boundary (as delineated in 2003) is under some dispute with local communities: Chebioh Town and Putu-Jarwodee. It was agreed that the demarcation process would set up a multi-stakeholder committee to address these disputes prior to the demarcation of the disputed areas. The multi-stakeholder committee is expected to include key government ministries and agencies including the Land Authority, Ministry of Internal Affairs, National Traditional Council and Elders, County administration, representatives of NGOs, representatives of the involved communities and other relevant authorities. It was also agreed that FDA would arrange for a respected independent facilitator to lead this process and facilitate the dialogue between all concerned stakeholders. The outcome of this process will include an agreement between the parties on the specific alignment of the park boundary to be demarcated.

41. The mission discussed with FDA and NGO partners the planned investments to strengthen in 2018 the on-the-ground management of the Gola Forest National Park, Lake Piso Multiple Use Reserve, and Wonegizi Proposed Nature Reserve.

42. **Pre-gazettement Activities.** The Annual Work plan (through 2017) provides for pre-gazettement activities for the Proposed Protected Areas (PPAs) of Foya (in the northwest) and Gbi (in the southeast). In the case of the Foya PPA, the mission was informed that the Society for Conservation of Nature in Liberia (SCNL) is carrying out a rapid assessment of the socio-economic status of communities and presence of key species, with a draft report expected by the end of May. Based on this information, the mission advised FDA to proceed as planned with contracting to carry out the terms of reference (TOR) for the Biodiversity and Socio-economic Study of Foya that is planned for LFSP support; the Bank had issued a No-Objection to this TOR on February 6, 2017. However, the consultant that will be selected to carry out these TOR should take into account the relevant SCNL findings and adjust the scope of work as needed, to use LFSP funds efficiently and avoid duplicative expenses.

43. **Conservation Trust Fund.** The mission discussed specific ways in which the LFSP could support technical assistance to help ensure the effective functioning and sustainability of the recently-established Liberia Conservation Trust, as planned under Component 2.2. It was agreed that FDA would provide the World Bank with draft TOR outlining the scope of such technical assistance by April 30, 2017.

44. **Tourism Strategic Study.** The mission met with the Ministry of Information, Cultural Affairs and Tourism (MICAT) to discuss and agree on modalities of conducting an assessment on eco-tourism and tourism potential in protected areas around the targeted landscapes. FDA will work with the Ministry in providing oversight to this assessment. The mission learnt that the MICAT has developed a strategy and a roadmap on developing the tourism sector. It was agreed that these documents will be shared with the mission team. It was hence agreed that the assessment will build on the Ministry roadmap, and focus on key areas with potential for tourism and eco-tourism development. The outputs of this assessment will be

shared through a consultative forum with targeted investors with potential to invest in tourism and eco-tourism in Liberia. Communities will be engaged throughout in this process.

Other Issues

45. **Meeting of National Climate Change Steering Committee.** The first meeting of the National Climate Change Steering Committee was held on March 9, 2017. Meeting was chaired by Minister of Finance and Development Planning. FDA presented the project to the Committee and it was agreed that matters requiring higher level policy guidance would be presented to the Committee for its consideration. The Committee consists of representatives from Ministries from various sectors (Finance, Agriculture, MLME, EPA, and FDA amongst others), and is mandated to meet two times in a year. Mission appreciated the progress made in convening this meeting for higher level political ownership of forestry issues.

46. **Status of ToRs Completed.** Mission took stock of the progress on various ToRs that were agreed upon at last mission. Mission noted that majority of ToRs are finalized. Mission advanced discussion on MRV relevant ToRs with expert technical inputs. The status of ToRs finalized, advertised, and recruitments commenced is presented in Annex 2.

47. **MOU with Liberia Land Authority.** Liberia Land Authority is formally established and mission held two meetings with Land Authority to discuss the finalization of MOU and activities to be supported by LFSP. The MOU is expected to be signed, and final clearance by June 30, 2017 for lifting the disbursement condition that will enable fund flow to Land Authority to begin activities proposed under the project.

48. **Project Reporting.** The project follows an established system of semi-annual progress reporting to the Bank, with the latest report due by February 15, 2017. These semi-annual reports form the basis for reports on implementation progress from the World Bank to Norway. The mission notes that the reporting is not yet adequate (with reports submitted with gaps) and further improvements are required. The RIU's team capacity on M&R is expected to improve with recruitment of a dedicated M&E specialist.

Field visit. Mission undertook a field visit to Sapo National Park, a FDA plantation area near Cavalla and one of the advanced communities with a signed CFMA agreement being supported by FDA (non LFSP Community) in Sinoe County, and a pilot community to observe the self-identification being supported by Land Tenure Facility. The field trip was extremely informative. Issues observed are discussed in respective sections. Discussions with mission team with the CFMA community in Sinoe revealed valuable lessons and gaps that FDA should consider moving forward. (ie documentation availability to communities; need for enhanced support to communities in the CFMA process through local presence, tracking of community grievances; enhancing communication between HQ and regional FDA staff).

SAFEGUARDS

49. **Safeguards Training.** The mission discussed safeguards training needs with all the LSFP implementing entities. It was agreed that once the Environmental and Social Safeguards coordinators are recruited, a training, detailing the safeguards requirement and application for the LSFP will be conducted. The Implementing Entities requested that the safeguards training be conducted first at the National level, targeting all key staff from implementing entities and relevant technical service providers, followed by training at the targeted regional landscapes. EPA environmental guidelines and requirements will also be discussed and shared during this training.

50. **Environmental Safeguards in Sustainable Agriculture.** The mission met with the MoA officials to discuss how environmental safeguards will be addressed in Component 2.4 on Sustainable Agriculture. This component extends the geographic reach of (i) tree crop activities under the ongoing World Bank-supported Smallholder Tree Crop Rehabilitation Support Project (STCRSP) and (ii) field crop activities under the ongoing World Bank-supported West Africa Agricultural Productivity Project (WAAPP). For

tree crop activities, LFSP is expected to extend STCRSP activities geographically to one new county, River Gee. It was agreed that prior to the initiation of on-the-ground investments funded by LFSP in River Gee County, one or more site-specific Environmental and Social Management Plans (ESMPs) would be prepared where needed, based on the screening criteria in the STCRSP Environmental and Social Management Framework (ESMF). For field crop activities, based on the mission's discussions with EPA, it was agreed that site-specific ESMPs would be needed for any LFSP-supported subprojects involving 50 ha or more of cultivation (of rice or other crops) within wetlands. Where needed, preparation of new ESMPs for LFSP-funded activities would be done under the guidance of the new STCRSP Environmental Safeguards Specialist after he/she is contracted (expected by May 2, 2017). This specialist will cover environmental safeguards for LFSP Component 2.4, as well as for STCRSP and WAAPP.

51. **Gender:** The mission encouraged FDA to ensure gender inclusion and mainstreaming in all aspects and components of the LSFP. FDA should consider developing a simple Code of Conduct for use by field staff with respect to behavior with communities specially women.

PROCUREMENT

52. The mission noted that only FDA and the EPA have commenced with procurement activities which are highlighted below since the updated procurement plan was cleared by the Bank.

- Procurement of vehicles and motorbikes by FDA. Bidding document has been cleared by the Bank.
- Procurement of Ranger Uniforms for FDA.
- Selection and Employment of Consultant to undertake Biodiversity Baseline Survey & Socio-economic Study for Foya FDA.
- Selection and Employment of a Consultant to provide Technical Assistance for the SPU strengthening.
- Selection and Employment of 11 Junior Officer, 8 NRM Officers, 12 Extension officers and a Social Safeguard Specialist for FDA.
- Selection and Employment of a consultant to provide guidelines on community consultation in forestry projects for EPA.
- Procurement of vehicles and motorbikes for EPA.

53. The Bank team had a working session with various Focal persons from the Ministry of Agriculture, Ministry of Lands, the Liberia Land Authority, EPA and FDA to further explain the Bank's guidelines and the New Procurement Framework (NPF). The procurement specialist of the various agencies had also received training in the new Systematic Tracking of Exchanges in Procurement (STEP) which is to replace PROCYS. It is expected that by June 2017 all activities will be implemented through STEP.

54. The mission discussed some operational challenges that some agencies were encountering outside Monrovia. The issue is in connection with procurement of fuel for vehicles and catering services to the rural parts of Liberia. It was agreed that to ensure transparency, the Ministry of Agriculture should lead on the preparation of guidelines to be used in such instances. FDA and PFMU are to provide inputs for finalization.

55. The mission was informed of the participation of two (2) procurement staff of EPA in the World Bank Procurement in Goods procedures course at GIMPA, Ghana in October, 2016.

56. The procurement risk rating for LFSP is *Substantial* while the procurement performance is *Moderately Satisfactory*.

FINANCIAL MANAGEMENT

57. The FM arrangements including the DA and the opening and maintenance of project operations accounts were reviewed with the objective of unlocking any implementation bottlenecks for the project. The project was effective on August 30, 2016 and the initial advance of USD 3.0 million was disbursed to the project on November 21, 2016 by the Bank. The grant is about 8% disbursed. However, the mission noted that the DA has been inactive since the disbursement of the initial advance. Additionally, the mission noted that though operations accounts were opened for some of the project implementing entities (PIEs), most of the PIEs have not yet submitted their quarterly budgets in order for the FDA to approve the budgets which will serve as the cash call for the operations accounts. The FDA was advised to communicate to the PFMU once a PIE budget has been approved as funds can only be moved from the DA to the respective operations accounts on the basis of approved quarterly budgets.

58. Mission held a meeting of PIE focal points, FM and accountants with PFMU, WB FM and Procurement specialist. The signing arrangements for the operations accounts was also clarified to the PIEs. The PFMU and the MFDP ministers and the Controller and Accountant General are the signers to the operations accounts. However, the PFMU/MFDP cannot authorize any expenditure for the operations accounts except the PIEs. The PIEs will initiate, approve and authorize the expenses for their approved activities and, the expenditures will be submitted directly to the PFMU for processing and payment purposes. The mission also clarified on the role of the FDA and the PIEs in term of submission of payment requests to the PFMU/MFDP. The FDA will be responsible for approving the quarterly budgets of the PIEs and communicate same to the PFMU. The PIEs each will submit their payment requests, for agreed upon budgeted activities, directly to the PFMU for payment processing. The PIEs like the MoA whose operations accounts are opened were advised to commence submitting authorized expenditures directly to the PFMU for the payment processing. The mission was able to provide guidance and the operations accounts are expected to be fully operationalized and the disbursement rate is equally expected to improve for the project. The FM risk rating is '*Substantial*' and the ISR FM rating is '*Satisfactory*.' The PIM should be updated to reflect these changes.

REDD+ READINESS

59. **Submission of grant report for 3.6 million.** The completion report for the \$3.6 million is due for submission by March 31, 2017. A draft report was expected by March 15, 2017. It was agreed that the report will be submitted by March 25, 2017. Report has since been submitted with some delay.

60. **Audit.** The ToRs for financial audit were submitted and WB non-objection provided. FDA will complete the audit and submit final audited financial statements for TF 12530 for the period ending November 30, 2016 by May 31, 2017

61. **Feedback and Grievance Redress Mechanism.** The RIU requested for a no cost extension for the consultancy on FGRM. A revised work plan submitted. This work is expected to be completed by June 30, 2017.

62. **Status of additional financing implementation.** The disbursement under additional financing stands at 18%. Mission expressed concern with the low disbursement and slow progress with commissioning various consultancies.

63. **Reference Emissions Level.** One of the components of the additional REDD+ Readiness Preparation Support is the development of the Reference Level or Reference Emissions Level (component 3). The FREL work to be supported by additional financing will be fast tracked. It was agreed FDA will fast track the signing of agreement with FAO with agreement expected to be signed by mid-May after

necessary clearances with the WB and FAO. In the meantime FDA will begin procurement of goods needed for the National Forestry Inventory.

64. The mission discussed the progress of the activities under this component, specifically:

(i) As per October 2016 mission discussions, the FDA intends to enter into a Framework agreement with the FAO for the FREL work. 3 key outputs are planned for (i) National Forest Inventory (ii) Forest Area Change Detection and finalization of FREL and (iii) Capacity strengthening for MRV in relevant institutions. The tasks will be supported from additional financing (task i) and partly from LFSP (tasks ii) and (iii). The FDA and FAO discussed the draft agreement between FAO and FDA. It was agreed that the agreement will be for a 24 month period with a provision that the timeline will be shortened if the fieldwork for the National Forest Inventory (NFI) takes less time than anticipated. Furthermore, it was clarified that FDA would like FAO to support the preparation of a sub-national REL (and later a national FREL). This activity will be added to the agreement. For this, FDA will share the work done on the REL by Winrock for review by FAO. Based on this, FAO will prepare a time estimate and budget proposal for finalizing FREL by April 3, 2017. FDA will then share the final draft agreement with World Bank by April 14, 2017 for clearance.

(ii) The mission discussed the terms of reference for two staff to be hired, one to be based in FDA and one to be based in LISGIS. The mission emphasized the need to clarify the institutional arrangements for MRV and the development of the Reference Level and the respective roles of FDA, LISGIS and EPA in those arrangements. The government acknowledged that more discussion is required but emphasized that each institution's role should follow its mandate and tasks in the past. Key roles based on mandate seemingly are as follows: (i) FDA in data collection and analysis for forest cover and changes (ii) LISGIS: repository of data; quality check and (iii) EPA for national and international reporting including to UNFCCC for forest cover, FREL etc. FAO also emphasized that a national coordinator for the National Forest Inventory (NFI) is required and this would likely be a full time work program. In addition a coordinator for MRV activities based in FDA to convene various agencies, and MRV coordination group for reviews and policy decisions; and a technical expert in LISGIS primarily for quality assurance. It was agreed that 3 staff will be hired: 2 staff at FDA consisting of one national coordinator for the NFI and one MRV officer. One MRV officer will also be hired to support LISGIS for the project duration. FDA will update the existing draft ToRs to reflect this agreement together with budget needs by May 15, 2017.

65. **Update of the forest map of Liberia.** A national land cover and forest map of Liberia was produced in 2015 as part of the REDD+ readiness process (first Readiness Grant). At the time of the map production, Liberia did not have an official forest definition yet and the map was produced to include various forest cover density classes (<30%/30-80%/>80% forest cover). A national definition of forest was agreed upon in January 2016 and this excludes industrial agricultural plantations such as oil palm. Therefore, a proposal was discussed to update the 2015 forest map using the latest forest definition and delineating agricultural tree crop plantations, and mangroves. It was discussed that the methodology and technology proposed to update the forest map could not necessarily be applied to develop a historic reference level and concerns were raised about the consistency and usefulness of the map with the products to be delivered by FAO. It was recognized that the updated map can have several uses including for spatial planning and classification, and it was agreed to go ahead with the updated map. FDA will facilitate an information exchange between FAO and Metria Geoville to maximize the coordination between updated forest and land cover map to be produced by Metria and FREL approach to be developed FAO.

66. **Safeguards Information Systems (SIS).** The mission team together with EPA discussed and agreed on the Terms of Reference for SIS. This work will be carried out through a consultancy and is expected to support Liberia meet its UNFCCC reporting requirement on how the Cancun safeguards are being addressed and respected by using the country-level approach to safeguards.

V. NEXT STEPS

	Action	Deadline	Responsibility	Status
Overall Management				
1.	Submission of LFSP Progress Report	March 25, 2017	FDA Overdue (Feb 15, 2017)	Completed
2.	Submission of Completion Report (FCPF \$3.6 million grant)	March 25, 2017	FDA	Completed with delay
3.	Update PIM to reflect FM decisions taken during mission; share documents with PIEs.	May 31, 2017	FDA	Not yet due
4.	Prepare work plan for LA, and finalize MLME work plan	April 5, 2017	LA, MLME with FDA support	Completed
5.	Open pending operational accounts of PIEs	April 10, 2017	PIEs (based on guidance provided). FDA to follow up promptly with PIEs	In Progress
Component 1.				
6.	Finalize TORs for international consultant and submit to Bank for no objection	May 5, 2017	FDA-RIU	Completed
7.	Finalize TOR for the RIATs and submit to Bank for no objection	May 15, 2017	FDA-RIU	Not yet due
8.	Finalize announcement of recruitment for forestry apprentices	May 30, 2017	FDA-RIU	Not yet due
9.	Produce final training plan for EPA staff	June 30, 2017	EPA/RIU/WB	Not yet due
10.	Prepare multi-year budget for recruitment of apprentices	June 30, 2017	FDA-RIU	Not yet due
11.	Short report on critical needs for the FTI	Dec. 31, 2017	FDA-RIU, with FTI.	Not yet due
Component 2.2				
12.	Carry out next step in demarcation of FDA's Zwedru land parcel	March 31, 2017	FDA	Overdue
13.	Take next step needed to procure motorbikes, office and field equipment	March 31, 2017	FDA	Initiated. In progress

	Action	Deadline	Responsibility	Status
	for LFSP-supported protected areas, beginning with Sapo National Park;			
14.	Finalize the Tourism and Eco-tourism potential study ToR (taking into account forthcoming comments from WB team)	April 14, 2017	FDA	WB team provided comments
15.	Hire a facilitator to lead demarcation dispute resolution around Sapo National Park	April 30, 2017	FDA	To be commenced
16.	Provide to the World Bank draft TOR for technical assistance to strengthen the Liberia Conservation Trust	May 15, 2017	FDA	Not yet due
17.	Provide additional comments to FDA on the draft Terms of Reference for Civil Works Design and Supervision	May 31, 2017	WB	Not yet due
18.	Conduct a training on social and environmental safeguards (shortly after FDA's Social and Environmental Safeguards Specialists are on board)	June 30, 2017	WB/FDA	Not yet due
Component 2.3.				
Community Forest Activities				
19.	10 Draft SER Reports from pilot communities fully completed	April 20, 2017	CFD/RIU	Completed
20.	Report of retreat of the CFWG submitted to the Bank	April 21, 2017	CFD	Overdue
21.	10 Draft SER Reports from pilot communities uploaded in FDA Web page	April 25, 2017	RIU	Overdue
22.	10 Draft SER Reports from pilot communities presented to the CFWG	April 29, 2017	CFD	Completed
23.	Final list of members and TORs of the CFWG submitted to the Bank.	June 1, 2017	CFD	Not yet due
24.	CFWG Formally established	June 30, 2017	CFD/RIU	Not yet due
25.	Chedepo (River-Gee) and Bondi-Mandingo (Gbarpolu) from Step 6 to Step 8 (Community governance structures established)	July 15, 2017	CFD	Not yet due
26.	Validation and Demarcation of first 10 pilot communities (Step 5) completed.	July 30, 2017	RND/CFD/RIU	Not yet due

	Action	Deadline	Responsibility	Status
27.	Study tour of NTFPs for Nitiran	August 15, 2017	CFD	Not yet due
28.	10 additional communities from Step 2 to 4.	TBD	CFD	Not yet due
Technical support to CFD Field Teams				
29.	Community Forestry Data Sheet in Excel (See annex 7)	May 15, 2017	CFD	Not yet due
30.	Digital map of all communities (communities as dots)	May 15, 2017	CFD/RND/RIU	Not yet due
31.	Strategic Planning in 4 FDA Regional Offices (Logistics and operation)	May 30, 2017	CFD/RIU	Not yet due
32.	Proposal of (5) criteria for selecting "Low Hanging Fruit" communities	June 30, 2017	CFD	Not yet due
33.	Technical Service Providers Roster (Directory) improved and prepared region	July 15, 2017	RIU	Not yet due
34.	TOR for Charcoal Study (follow up with Commercial Department)	May 30, 2017	RIU	Not yet due
35.	Guidelines for Community Management Plans submitted to the Bank	July 30, 2017	CFD	Not yet due
36.	Contract new STCRSP Environmental Safeguards Specialist (responsible for environmental safeguards in LFSP Component 2.4);	May 2, 2017	MoA	Overdue
FCPF AF and LFSP Component 3.1				
37.	Prepare budget for FREL work	April 3, 2017	FAO through FDA	Done
38.	Submit revised Draft Agreement with FAO to WB	April 14, 2017	FDA	Done
39.	Finalize TA agreement for REL, MRV with FAO	May 10, 2017	FDA	Overdue
40.	Submit final audited financial statements for TF 12530 for the period ending November 30, 2016	May 31, 2017	FDA	Not yet due

OUTSTANDING ACTIONS AGREED DURING OCTOBER 2016 MISSION

	Action	Deadline	Responsibility
1.	Produce final plan of support for the Forestry Training Institutes (FTI)	October 2017	FDA
2.	Finalization of recruitment process for selection of interns	June 30, 2017	FDA
3.	County and community level planning meeting and around Sapó National Park finalized	November 20, 2016 ON HOLD	FDA Conservation Department
4.	A contractor to develop signposts around Lake Piso Multiple Use Reserve (MUR) hired	February 2017	FDA Conservation Department, RIU
5.	Signposts around Lake Piso MUR erected	March 30 2017	FDA Conservation Department.
6.	A consulting firm to conduct Biodiversity Baseline Survey in and around Foya and Gbi PPAs hired	March 31, 2017	FDA Conservation Department, RIU
7.	A consulting firm to conduct Socio-economic study in and around Foya and Gbi PPAs hired	March 31, 2017	FDA Conservation Department, RIU
8.	Junior Officers hired	February 15, 2017	FDA Conservation Department, RIU
9.	Hire 8 Extension Officers	No later than Feb 28, 2017	CFD and RIU
10.	Hire 2 NRM Officers	No later than Feb 28, 2017	CFD and RIU
11.	Hire 1 Community Forestry Coordinator (Specialist)	No later than Feb 28, 2017	CFD and RIU
12.	10 Pilot communities from Step 1-2 to Step 4 (SER Community Reports completed)	January 31, 2017	CFD
13.	TOR for Community Demarcation Services sent to the Bank for No Objection	December 15, 2016	CFD
14.	TOR for Charcoal Market Study sent to the Bank for No Objection	April 1, 2017	CFD
15.	TOR for Domestic Timber Market Study sent to the Bank for No Objection	April 1, 2017	CFD
16.	Final listing (Roster) of TSPs under the project for community forestry	April 30, 2017	CFD
17.	TOR Guidelines Community Forestry Management Plan sent to the Bank for No Objection	May 1, 2017	CFD
18.	10 Pilot communities from Step 4 to Step 6 (Demarcation completed and notices posted)	June 30, 2017	CFD
19.	10 additional communities from Step 1-2 to Step 4 (SER Community Reports completed)	June 30, 2017	CFD

	Action	Deadline	Responsibility
20.	2 Pilot communities from Step 6 to Step 8 (Community governance structures established)	June 30, 2017	CFD
21.	2 Pilot advanced communities with management plans under preparation	June 30, 2017	CFD
	Component 2.4		
22.	Identification of Beneficiaries	December 20, 2016	MOA/FDA
23.	Procurement of Seeds/other inputs	December 15, 2016	MOA
24.	Preparation of Nurseries	January 30, 2017	MOA/STCRSP
25.	Stakeholder consultation on 3 Innovation Platforms (IP)	January 15, 2017	MOA/WAAPP
26.	Distribution of Seedlings/Seeds	April-July 30, 2017	MOA/STCRSP/WAAP P
27.	Purchase of Processing equipment	September 20, 2017	MOA/WAAPP
28.	Development of Module and start of FFS	April – August 30, 2017	MOA/STCRSP
29.	Market Linkage Facilitation	Nov- Dec 30, 2017	MOA
	FCPF and FCPF-AF		
30.	Monitoring and Evaluation Specialist hired	December 15, 2016	FDA-RIU (in final stage)
31.	TOR for a consulting firm to design and pilot Liberia REDD+ Registry System finalized	November 30, 2016	FDA-RIU
32.	Submit the for the TF 12530 the 17 month, final audited financial statements for the period ended November 30, 2016, on or May 31, 2017	May 31, 2017	PFMU/FDA

VI. DISCLOSURE

IDA and Forestry Development Authority confirm their understanding and agreement to publicly disclose this Aide Mémoire. The disclosure of this Aide Memoire was confirmed in the wrap up meeting held on March 22, 2017 led by Hon. Harrison S. Karnwea, Sr. Managing Director of the Forestry Development Authority (FDA).

VII. Next Mission Dates: The next full/ partial mission is tentatively scheduled for late –early august July 2017. Dates will be confirmed in consultation with FDA.

VIII. ANNEXES

Annex 1. List of People Met

Annex 2: Updated List of ToRs

Annex 3. Updated Results Framework

Annex 4: LFSP. Community Forestry Component (2.3). List of pilot communities selected for the initial phase of the project implementation, April 2017

Annex 5: Community Forestry Data Sheet (Excel Worksheet) (All communities that have submitted applications) (Suggested columns)

Annex 6: Summary Findings of Field Visits on Community Forestry

Annex 7: Mission Schedule

Annex 1. List of Persons Met

#	Name	Institution	Position
Government Institution			
1.	Hon. Harrison S. Karnwea, Sr.	FDA	Managing Director
2.	Alvin E. Attah	MFD	Deputy Minister for Economic Management
3.	Hon. Darlington S. Tuagben	FDA	Deputy Managing Director, Operations / Managing Director
4.	Kendrick F. Johnson	FDA	Deputy Managing Director, Administration & Finance
5.	Anyaa Vohiri	EPA	Executive Director
6.	Urias Golf	EPA	Deputy Executive Director
7.	Johuson Q. Kei	LISGIS	Deputy Director General Coordination
8.	Boiyan K Kpakolo	MLME	Assistant Minister Mineral Exploration and Environmental Research
9.	Samuel Summerville	MLME	Assistant Minister Planning and Development
10.	Stephen B Dorbor	MLME	Deputy Manager for Planning
11.	Melvin F. Williams	MLME	Chief Budget Officer
12.	Cassandra Hampton	MLME	Chief Administrative Officer
13.	Mitchell S. Kumbelay	FDA	Technical Manager, Research and Development Department
14.	Edward S. Kamara	FDA	Manager, Forest Product Marketing and Revenue
15.	Simulu M. Kamara	FDA	Technical Manager, Legality Verification Department
16.	Gertrude W. Nyanley	FDA	Technical Manager – Community Forestry Department
17.	Joseph J. Tally	FDA	Technical Manager – Commercial Department
18.	Theo V. Freeman	FDA	Technical Manager – Conservation Department
19.	Jerry G Yonmah	FDA	Protected Areas Manager
20.	Albert S. Darbi	FDA	Manager, Chain of Custody
21.	Philip K. Joekolo	FDA	Manager, NAD
22.	Myer K. Jargbah	FDA	Manager, SPA
23.	Edward G. Gbeintor	FDA	Wildlife Manager

#	Name	Institution	Position
24.	Joseph G. Duolopeh	FDA	M&E Coordinator
25.	Saah A. David, Jr.	FDA-RIU	National REDD+ Project Coordinator
26.	Borwen Sayon	FDA-RIU	REDD+ Policy Coordinator
27.	Ephraim S. Swen	FDA-RIU	Procurement Specialist
28.	Lorpu Kantor Sangai	FDA-RIU	Project Accountant
29.	Anthony F. Vanwen	FDA-RIU	Communication and Engagement Specialist
30.	Koko Dennis	FDA	Senior Extension Officer
31.	Ernest V. B. Massaquoi	FDA	Manager GSA
32.	Nick Benitos Goll	FDA	EIA Officer
33.	Blamah S. Goll	FDA	Conservation Research Coordinator
34.	Isaac Kipi	FDA	Comptroller
35.	Anthony T. Koffa	FDA	Law Enforcement Officer
36.	J. Samuel A. Weeks, Sr.	FDA	Asst. Manager (SPU)
37.	Theophilus V. Freeman	FDA	Manager - Conservation
38.	Armandu K. Daniels	FDA	Manager / Research and Development
39.	Victor Y. Dolo, Sr.	FDA	Manager / Research and Development
40.	Cletus Nah Tokpa	FDA	Manager / Research and Development
41.	Philip S. Wehyee	FDA	Assistant Planning Officer
42.	Stephen S. Sekweyan	FDA	Inventory Officer / GIS Division
43.	Philip K. Jokolo	FDA	National Authorizing Officer
44.	Leo Harris Yeanay	FDA	Conservation Office
45.	Lawrence Flomo	FDA	Director
46.	Evangeline S. Nyantee	FDA	Assistant Protected Area Manager
47.	Ronnie K. Lawrence	FDA	Auditor
48.	Richie Grear	FDA	Manager, PAD
49.	Moses N. Beah	FDA	Wildlife Officer
50.	Debbie D. D. Moulton	FDA	HR Manager
51.	Francis Dogba	FDA	Greenville Office, Quality Control Inspector

#	Name	Institution	Position
52.	Ruth K. Varney	FDA	Regional Forester
53.	Paul Duo	FDA	Regional Forester
54.	Jeremiah F. Karmo	FTI	Executive Director
55.	David B. Ballah	FTI	Asst. Director
56.	Z. Elijah Whapoe	EPA	Manager, Planning and Policy
57.	Levi Z. Piah	EPA	Chief Technical Advisor
58.	Edward G. Wingbah	EPA	Assis. Manager, County Coordinator
59.	Aloysius K. Kotee	EPA	Assistant Manager, ESIA/EPA
60.	Jarsa V. Okai	EPA	Environmental Inspector
61.	Rebecca E. Doo	EPA	Procurement Officer
62.	Korpo Saille	EPA	Accountant
63.	John K. Jallah	EPA	Assistant Manager, Compliance & Enforcement
64.	Jefferson P. Dahn	EPA	Manager, Intersectoral Coordination
65.	Claude Dionysius Edwin	EPA	Project Account
66.	Daniel W. Larwubah	EPA	County Head/Bomi
67.	Thomas L. Davis	LISGIS	Director – GIS
68.	John Negatus Wright	LISGIS	GIS & RS Specialist
69.	Dominic K. Paye	LISGIS	Accountant
70.	Tom-Wesley Korkpor	LLA	Member
71.	Emmanuel Johnson Nimbuen	MoA / STCRSP	Project Coordinator
72.	J. Dennis Wiagbe, Jr	MOA/DPD	Assistant Director M&E
73.	J. Cyrus Saygbe, Sr.	MOA/WAAPP	National Project Coordinator
74.	Henry H. Sele	MOA/WAAPP	Project Accountant
75.	Vashta C. B. Okpalauaekue	MOA/WAAPP/STCRSP	Procurement Officer
76.	Zinnah A. S. Tamba	MOA/ STCRSP	M&E Officer
77.	Jonathan B. Boiboi	MOA/SOCODEVI	Deputy Coordinator
78.	Alexander P.B. Yeaher	MoA / STCRSP	Project Assistant

#	Name	Institution	Position
79.	Aagon N. Yoko	MOA	Agricultural Economist
80.	Joseph L. Saysay	MOA	Agricultural Economist
81.	Patrick T. Worzie	MOA	Assistant Minister, Planning and Development
82.	Juanta Yrah	Bureau of Tourism/MICAT	Director
83.	Antonette P. Woart	MICAT	Administrative Assistant
84.	Justin M. Duopo	Bureau of Tourism/MICAT	Inspector
85.	Wytelnen F. Bomell	Bureau of Tourism/MICAT	Marketing Supervisor
86.	Chris Sokpor	PFMU/MFDP	PFMU Unit Manager
87.	Hussein Salia	PFMU/MFDP	Senior Project Accountant
88.	Papin Daniels	PFMU/MFDP	Project Accountant
89.	Hon. Oblayon Nyemah, Sr.	LIPA	Director General
90.	Prof. John T. Woods	Dept. of Forestry, UoL	Professor
91.	Isaac K. Kipi	FDA	Comptroller
92.	Tolbert Playe	FDA	
93.	Morris Kannah	FDA	
94.	Joe N. Manson	FDA	
95.	Joseph K. Nyensuah	FDA	
96.	Alexander Pa.	FDA	
97.	Milton Jelley	FDA	
98.	Alvin Kai	FDA	Park Ranger
99.	Guwolason K. Quaye	FDA	
100.	Nelson W. Kanmoh	FDA	
101.	Tolbert Teah	FDA	
102.	Jacob Naylor	FDA	
103.	T. Swen Mentroe	FDA	
104.	Alex K. Jabbeh	FDA	
105.	Antonette P. Woart		Adm/asst./Tourism
106.	Justin M. Ouopu		Inspector
107.	Wyteben F. Bomill	MICAI	Sup. Marketing

#	Name	Institution	Position
108.	Juanta M. Yrah		
Donor Partners and Others			
109.	Phillipe Crete	FAO	International REDD+ expert for partnerships and fundraising
110.	Mary Molokwu-Odozi	FFI	Country Operations Manager
111.	Shadrach Kerwillain	FFI	Technical Adviser
112.	Carl Wahl	FFI	Program Manager
113.	Colin Pringle	FFI	Senior REDD+ Program Manager
114.	Gregory Kitt	Parley Liberia	Executive Director
115.	Nyahn Flomo	Parley Liberia	Program Coordinator
116.	Anne Gaidner	RSPB/SCNL	Project Manager
117.	Jessica Donovan	CI	Country Director
118.	Michael F. Garbo	SCNL	Executive Director
119.	Keith Metzner	USAID	Natural Resources Officer
120.	Lisa Korte	USAID	NRM Team Leader
121.	Paul Meadows	USAID PROSPER	Chief of Party
122.	Peter Aldinger	USAID / PROSPER	FDA Advisor
123.	Abraham Guillen	VPA Support Unit	VPA Support Unit, FLEGT VPA Liberia and EU, Team Leader
124.	Wolfgang Thoma	VPA Support Unit	Forestry Advisor
125.	Oona Borke Johnson	VPA FLEGT Facility	Team Leader
126.	Charles K. Miller	VPA Support Unit	Deputy Team Leader
127.	Dervla Dowd	WCF	Country Director

Annex 2. Completed / approved TORs – LFSP

Comp	Description (TOR Needed)	May 10, 2017
1.1.	Strategic Planning Support Consultant (preparation of the FDA Strategic 5 year plan and support to strategic planning function) (International and National)	Completed. Procurement in progress
1.1	Key environmental standards and guidelines	Completed
1.2	National Environment Report	National Environment Report
1.2	Forest concessions review	WB non objection granted. FDA to begin procurement
2.2	Updating of Management Plan for Sapu NP	Completed
2.2	FDA Junior Officers (Conservation department)	Hiring in progress
2.2.	Socio-economic and Biodiversity studies for Foya and Gbi PPA	Hiring of consultant in progress
2.2.	Preparation of a gazettelement package for Foya PPA	Hiring of consultant in progress
2.3	Extension Agents (Community Forestry Department)	Hiring in progress
2.3	NRM Specialists (Community Forestry Department)	Hiring in progress
3.2	Setting up and operationalizing the safeguards information system	Completed
3.2	Development of the national guidelines on community consultation in forestry projects	Completed
4.1	Procurement Officer	Completed
4.1	Social Safeguards Specialist	Hiring in progress
4.1	LFSP Project Audit	Completed
4.1	Environmental Safeguards Specialist	Hiring in Progress

Annex 3. Results Framework

Project Development Objective (PDO): Improved management of, and increased benefit sharing in, targeted forest landscapes.													
				Targets (cumulative⁴)									
PDO Level Indicators	Core	Unit of Measure	Baseline	YR 1	Dec 2016	YR 2 (6-17)	YR 3 (6-18)	YR4 (6-19)	YR5 (6-20)	Frequency	Data Sources and Methodology	Responsibility for Data Collection	Description/Comments
PDO Indicator 1: Community forest area in targeted forest landscapes managed according to defined criteria	<input type="checkbox"/>	Ha	0	0	0	0	100,000	350,000	600,000	Annual	Field direct observation Sample-based field surveys (semistructured interviews) in community forestry areas	M&E function of the FDA	Defined criteria: 1. The Management Plan (MP) developed in consultation with forest dependent communities approved by the FDA 2. Clear demarcation of borders 3. Area approved by FDA as community forestry areas. 4. Existence of applicable benefit sharing mechanism

⁴ With exception of indicators 1.3, 1.4, 1.5, 1.6, 1.7, and 3.1 as specified in the comments section

													forest management. The end-of-project target is based on approval of 50% of these applications. The selection of communities will be finalized in year 1 of implementation
PDO Indicator 2: Management Effectiveness Tracking Tool (METT) score of protected areas within targeted forest landscapes⁵(disaggregated by protected area):		METT score (0–100)								Biannual	METT assessment	M&E function of the FDA	Some of these protected areas have already been gazetted while others have not, but the project will support the ground investments that are expected to result in METT score increases. Data will be collected twice during project lifetime—at the midterm review and at the project end
- Sapo NP		55		n/a		62							
- Lake Piso MUR		49		n/a		64							
- Wonegizi NR		39		n/a		55							
- Gola Forest NP		48		n/a		60							

⁵ The METT is widely used by the Bank and other organizations to assess how effectively protected areas are being managed. It was designed as one of a series of management effectiveness assessment tools around the World Commission on Protected Areas Framework. It comprises a detailed questionnaire (30 questions) that covers a broad range of management effectiveness issues, with the total score for each protected area ranging from 0 to about 100.

PDO Indicator 3: People in targeted forest and adjacent communities with increased monetary or non-monetary benefits from forests	<input checked="" type="checkbox"/>	Number	0	0	0	30,000	40,000	65,000	75,000	Annual	Sample-based field surveys (semistructured interviews) in and around protected areas and in community forestry areas	M&E function of the FDA	Target beneficiaries are (1) people from communities located in protected areas and <5 km from protected area border (2a) people who are member of communities with Community Forestry Agreements and (2b) people from communities with no Community Forest Agreements but that may access, harvest, and use timber and non-timber resources and are equally responsible for following forest MPs and procedures
PDO Indicator 4: People in and around protected and community forestry areas in targeted landscapes who	<input type="checkbox"/>	Number	0	15,000	334	30,000	45,000	65,000	75,000	Annual	Project and activity reports	M&E function of the FDA	This is a civic engagement indicator

participated in consultations on management of forests													
PDO Indicator 5: Direct project beneficiaries, of which female	<input checked="" type="checkbox"/>	Number (%)	0	500 (40)	12 trained, # of females =1	30,800 (40)	46,500 (40)	67,500 (40)	78,000 (40)	Annual	Project and activity records	M&E function of the FDA	The beneficiaries include those receiving some kind of benefit from all of the project's components/activities with no double counting
Intermediate Results													
Component 1: Strengthened Regulatory and Institutional Arrangements for Implementation of REDD+													
IR Indicator 1.1: Forest users trained, of which female	<input checked="" type="checkbox"/>	Number (%)	0	100 (40)	0	7000 (40)	1,000 (40)	15000 (40)	20,000 (40)	Annual	Reports from training service providers	M&E function of the FDA	Forest users are community dwellers who directly derive livelihoods from the forest and who will receive direct training (a fraction of community members) Content of training courses is needs based and will be determined during project implementation

IR Indicator 1.2: Government institutions provided with capacity-building support to improve management of forest resources	<input checked="" type="checkbox"/>	Number	0	2	1	4	6	7	7	Annual	Project and activity records	M&E function of the FDA	Covers capacity-building projects aiming at strengthening forest administration institutions and other institutions to deliver services to the forest sector
IR Indicator 1.3: National- and subnational-level coordination and forest implementation mechanisms operational according to defined criteria	<input type="checkbox"/>	Yes/No	No	No	No	Yes	Yes	Yes	Yes	Annual	Data source: self-assessment by multi-stakeholder platform, independent assessment at midterm by third party	M&E function of the FDA	Annual target Defined criteria: <ul style="list-style-type: none"> • Operating in open, accountable and transparent manner • Operate under clear mutually supportive mandates with adequate, predictable, and sustainable budgets • Multisector coordination mechanisms and cross-sector collaboration established • Adequate technical supervision capacity • Adequate funds management capacity • Operating a transparent, impartial,

													and clear FGRM National- and subnational-level coordination and forest implementation mechanisms include the following institutions: NCCSC, NCCS, RTWG, CFWG), Forestry Advisory Management Committee, Community Forestry Development Committee (CFDC), and County Forest Forum (CFF)
IR Indicator 1.4: Reforms in forest policy, legislation, or other regulations supported	<input checked="" type="checkbox"/>	Yes/No	No	No	No	Yes	Yes	Yes	Yes	Annual	Project and activity reports	M&E function of the FDA	Annual target Measures whether a project has supported forest sector reforms; includes support to revised policies or legal and institutional reforms that have been adopted by the client
IR Indicator 1.5: New industrial logging concessions	<input type="checkbox"/>	Yes/No	No	Yes	No	Yes	Yes	Yes	Yes	Annual	Review of minutes of national multi-stakeholder	M&E function of the FDA	Annual target Forest concessions: logging in forested areas

awarded only after (a) independent review of all forest concessions for fiduciary and legal compliance and (b) satisfactory procedures for future award of forest concessions established, and endorsed by national multi-stakeholder body											body (local, international NGOs, government agencies) meetings		Industrial logging concessions are specifically referred to as FMC, timber sale contracts (TSC), and PUP. Recommendations from reviews to be forwarded to the FDA management that will further forward recommendations to their board for action
IR Indicator 1.6: Follow up to recommended actions from relevant concession reviews tracked and made publically available biannually	<input type="checkbox"/>	Yes/No	No	Yes	N/A	–	Yes	–	Yes	Bi-annual	Review of minutes of national multi-stakeholder body (local, international NGOs, government agencies) meetings	M&E function of the FDA	Annual target. Relevant reviews include the Special Independent Investigating Body (SIIB), Liberia Extractive Industries Transparency Initiatives, and those initiated by the LFSP
IR Indicator 1.7:	<input type="checkbox"/>	Yes/No	No	No	No	No	Yes	Yes	Yes	Annual	Multi-stakeholder	M&E function	Annual target.

CFMA endorsed by a national multi-stakeholder body in accordance with applicable national laws and regulations											groups (local, international NGOs, and government agencies)	n of the FDA	'No' in year 1 indicates that the endorsement by multi-stakeholder group is not yet taking place. Applicable national laws and regulations: CRL 2009 and CRL-R [Applies to CFMAs developed under project support only]
--	--	--	--	--	--	--	--	--	--	--	---	--------------	--

Component 2: Strengthened Capacity for Management of Targeted Forest Landscapes

IR Indicator 2.1: Participatory land use plans designed and piloted at the community level	<input type="checkbox"/>	Number	0	0	0	0	10	25	30	Annual	Review of land use plans and pilot documentation	M&E function of the FDA	
IR Indicator 2.2: Proposed protected areas for which gazettement packages are presented to the	<input type="checkbox"/>	Ha, number	0	0	0	115,000	170,000	260,000	320,000	Annual	Review of submission letter and draft gazettement documents	M&E function of the FDA	Encompassing four of the following five ⁶ proposed protected areas (PPAs) (estimated size shown has been rounded down in the cumulative annual targets because of

• ⁶ Foya PPA: 164,628 ha; Kpo Mountains PPA: 83,709 ha; Grand Kru-River Gee PPA: 135,100 ha; Gbi Forest PPA: 88,409 ha; Senkwehn PPA: 80,348 ha

office of the president													possible adjustments in size when the actual boundaries are demarcated on the ground).
IR Indicator 2.3: People employed in production and processing of forest products	<input checked="" type="checkbox"/>	Number	0	1,000	0	2,500	3,500	5,000	8,000	Annual	Sample-based field surveys (semi-structured interviews) in and around protected areas and in community forestry areas	M&E function of the FDA	
IR Indicator 2.4: New areas outside protected areas managed as biodiversity friendly	<input checked="" type="checkbox"/>	Hectare	0	0	0	0	100,000	350,000	600,000	Annual		M&E function of the FDA	'New areas' are defined as community forest areas supported by the project.

IR Indicator 2.5: Community Forestry Enterprises establishing joint ventures with other communities or other enterprises	<input type="checkbox"/>	Number	0	0	0	0	1	3	8	Annual	Review and count of joint venture agreements	M&E function of the FDA	Target refers to the number of enterprises.
IR Indicator 2.6: Community forestry management area with forest use right registered as a result of the project	<input type="checkbox"/>	Hectare	0	0	0	0	100,000	350,000	600,000	Annual		M&E function of the FDA	

IR Indicator 2.7: Smallholder tree crops farmers with access to finance, input, markets, and technologies as a result of the project	<input type="checkbox"/>	Number	0	500	0	800	1,500	2,500	3,000	Annual	Review of contracted concessionaires and service providers reports and count of smallholder farmers with access	M&E function of the FDA with assistance of the agriculture project management unit and the STCRSP	
Component 3: Forest Monitoring Information System													
IR Indicator 3.1: MRV system established and operational according to road map	<input type="checkbox"/>	Yes/No	No	No	No	No	Yes	Yes	Yes	Annual	Review of standard and custom reports from MRV system	M&E function of the FDA	Annual target. Operational measures: Changes in forest area, carbon content, ERs and data collection and analysis, reporting and independent verification according to protocol.
IR Indicator 3.2: Reference level for results-based financing for REDD+ is developed and	<input type="checkbox"/>	Yes/No	No	No	No	No	Yes	–	–	Annual	Review of submission letter and supporting documents	M&E function of EPA and the FDA	Agreement on REL approach to be communicated to UNFCCC and potentially also used/adapted for piloting results-based

submitted to the UNFCCC													payments in targeted landscapes (in subsequent results based payments phase to follow this project)
IR Indicator 3.3: Information system for safeguards piloted in targeted forest landscapes	<input type="checkbox"/>	Yes/No	No	No	No	No	Yes	-	-	Annual	Review of pilot safeguard system documentation	M&E function of the EPA	The information system includes, among others, information on co-benefits.

Note: There are no specific outcomes and indicators defined for Component 4 in the Results Framework, as efforts in project management, monitoring, and communication will be essential for contributing to the outcomes defined for the other three components.

Annex 4
LFSP. Community Forestry Component (2.3)

List of pilot communities selected for the initial phase of the project implementation
April 2017

No.	Community	County	Date of selection	Step completed at selection	Observations
1	Bukomu	Gbarpolu	11/16	2	
2	Salayea	Lofa	11/16	2	Not in the Project List
3	Central Morweh	River-Cess	11/16	2	Not in the Project List
4	Gbarsaw & Weasahn	River-Cess	11/16	2	Not in the Project List
5	Gbeapo, Potupo & Sarbo	River-Gee	11/16	2	
6	Gblebbo	Grand Kru	11/16	2	Postponed (limited access)
7	Sembelum	Grand Cape Mt	11/16	2	
8	Duo	Grand Gedeh	11/16	2	Not in the Project List
9	San-Gbeh	Sinoe	11/16	2	
10	Benduma	Grand Cape Mount		2	
11	Bodey Clan A	Lofa	04/17	2	New community added after 11/16
12	Kokoyan	Bong	04/17	2	New community added after 11/16 Not in the Project List
13	Chedepo and Potupo	River-Gee	11/16	4	
14	Bondi-Mandingo	Gbarpolu	11/16	4	Not in the Project List
15	Nitrian	Sinoe	11/16	9	Not in the Project List
16	Numopoh	Sinoe	11/16	9	Not in the Project List

Annex 5

Community Forestry Data Sheet (Excel Worksheet) (All communities that have submitted applications) (Suggested columns)

1. Name of Community
2. County
3. District
4. Date of Application
5. Name of signatory of application or focal point: full name
6. Purpose of CFMA: Commercial and/or Conservation
7. CRL Step completed: 2 to 9.
8. Number of towns/villages: those listed in the application
9. Estimated population: number of people
10. Estimated area of community forest: in hectares
11. FDA Regional Office: 1, 2, 3, 4
12. Nearest main town: largest town, (for example Greenville), or capital of Country (for example Zwedru), whatever is closer.
13. Distance to Main nearest town: in km
14. Accessibility: Difficult, Moderate, Easy
15. Time to get to the community: in hours, during dry season, and during rainy season
16. With CFMA: official CFMA granted. Check mark
17. With Management Plan: Check mark
18. Other donors assisting the community: PROSPER, FFI, FIFES, WB, FAO, etc.

Others..... ?

Annex 6. Summary Findings of Field Visits.

Visit to Nitrian, Sinoe (04. 09.17)

- Community with a CFMA since 2011. One of the first communities to apply after the CRL was passes in 2009, and regulations came into effect in 2011.
- Close to Greenville and with good access roads (approximate time from Greenville is 1.5 hrs.)
- It was Palm Sunday. Came in 5 hours early. Some elders upset because they were not ready.
- Meeting lasted about 2.5 hours.
- Proposed a session to draw a map of the community.
- They want to add a substantial area of forest to their current Community Forest, which is 970 ha.
- They know the boundaries because thy line is the river.
- Community wants to extend forest area and do logging. They also want to start a honey bee keeping business for the women.
- We met with the president of the CFMB. Name: Dennis. Young and energetic guy.
- The elders led the map sketching exercise. It took them about half an hour to draw the map.
- We went to visit the community forest. It was an about 30 min hike.
- Community also has an old coconut plantation, a
- They also have an area under concession for oil palm with GBL
- Good participation and signs of cohesive social organization.

Visit to San Gbeh, Sinoe. (04.10.17).

- Very remote community. Includes 12 towns.
- Long and controversial boundaries.
- Bush meet is an important livelihood activity.
- Slash and burn subsistence farming is the main source of food security.
- Have no alternative livelihood activities in forest areas until they gain CFMA status. Have been waiting for almost 3 years to start step 3.
- Very well attended meeting. All towns represented
- People with a common traditional history and culture. They belong to the Seekon tribe which is a sub-sub ethnic group of the Sapo people. Sapo is a sub group the Krahn Triab
- Strong social capital based on the traditions of the social ethnic group
- Community asked for: improvement of connectivity of to their 12 towns (roads), employment opportunities, and speeding of the 9 step process (fast tracking their CFMA).
- Interested in Commercial activities, ready to invite investor: logging, agriculture, coconut, rice, palm, rubber.
- Women with strong connection to forest resources for their livelihoods.
- Elders all want to pass on the forest to the next generation! They want to keep it productive. Long term vision. Want to ensure sustainable ways to manage the forest, and generate income and jobs at the same time.
- Community with many young members. They kept quiet but were asked to comment at one point in the meeting. They responded vigorously. One young leader spoke about a controversy the community had with FDA on the issue of the legality of bush meet hunting. Young men are actively doing this activity in the community and want to continue doing it.

Annex 7. Mission Schedule

Liberia Forest Sector Project Implementation Second Support Mission March 8-24, 2017

Date	Agenda Item
Mar 8 Wed	Internal coordination (WB mission team)
Mar 9 Thu	8am-9am: Kick off meeting with Country Manager
	11am-12am: Kick off meeting at FDA, MD to Chair (agree on mission agenda)
	2 pm: Meeting of National Climate Change Steering Committee
	1pm-4pm: Progress Overview from FDA/ Status of ToRs; Review on the updated status of the work plan; Field Visit discussions; Update on NCCSC
	4pm-5pm: Discuss key issues on project implementation with MD
Mar 10 Fri	Morning: Meeting with USAID, and VPA
	2 -3 pm: Meeting with MLME
	3-5 pm Meeting on MRV
	3:30 -5 pm Discussion on safeguards with MOA
Mar 11 Sat	Preparation for the project launch and field visit
Mar 12 Sun	Preparation for the project launch and field visit
Mar 13 Mon	Preparation for the project launch
	9-11 AM: Meeting of Implementing Agencies focal points + technical managers FDA; (Procurement, FM)
	11-12:30 PM: Preparation/Brainstorming session on (i) planning safeguards training for LFSP staff and (ii) environmental safeguards review of future Community Forest Management Plans
	1-5 pm: VC on community forestry/ Component 1.
Mar 14 Tue	9 – 2 pm Project Launch Ceremony at the National Level
	2:30 PM: Meeting with Land Authority
	2:30 PM: Meeting with FFI
	3:00 PM Meeting with EPA
Mar 15 Wed	7am: Depart to Sapo National Park
Mar 16 Thu	Split into 2 teams - one to Sapo and another to Numopoh, Juazon and Jille
Mar 17 Fri	Visit to Chebioh Town to see the Zonal offices (rangers post); Park boundary extension issues; Evidence of mining; Jawodee Town – ranger post; Visit LTF communities; Assess the needs for functional Park HQ / Ranger posts vis a vis project support/ Next steps
Mar 18 Sat	Visit regional offices, staff and planned expansion of infrastructures sites; Meeting local authorities; Travel to Cavalry Forest and also and FDA plantation
Mar 19 Sun	Return to Monrovia from Ganta
Mar 20 Mon	9-12 pm: WB team internal stock take
	2 pm-3:30 pm: Debriefing Meeting with NGOs/CSOs/partners on progress, issues, and next steps around Sapo NP.
	3:30-5 pm: Meet with NGOs/CSOs/partners on progress and plans for LFSP work at Gola NP and Wonegizi PPA
	2-5 pm: Follow Up MRV-Meeting with FAO
Mar 21 Tue	9-1 pm; WB team to finalise Aide Memoire

Date	Agenda Item
	2- 3 pm: Meeting with the Ministry of Tourism
March 22	10 am-11:30 AM : Wrap-up meeting with FDA, MD to chair
Wednesday	12-1 PM: Sustainability of FDA operations
	3-5 pm: Brainstorming meeting on Conservation Trust Fund (preparation of TOR for LFSP support)

Liberia Forest Sector Project Implementation Second Support Mission April 3-21

<u>Date</u>	<u>Agenda</u>
Apr 3 Mon	12-2 pm Meeting with Community Forestry Department, finalization of field-trip
Apr 4 Tue	9am-10am: Kick off meeting with Country Manager 11am-2pm: Update on community forest work-plan with CFD 3:00 – 4:30 pm: Meeting with EPA
Apr 5 Wed	9am-5pm—Participate in the VPA-JIC meeting Meet with MD Darlington 3:30 PM Meeting with LIPA to finalize Project management training scheduled for April 18
Apr 6 Thu	9:00-11:00—VPA-JIC 11:30-3:00: Preparation of ToRs for an international consultant, interim regional task forces and Project Officer
April 7 Friday	9:30-11:30—Community Forestry and field trip 1:30-4:30—Discussion with MD
Apr 8 Sat	9AM depart to Greensville
Apr 9 Sun	Visit to Nitrian
Apr 10 Mon	Visit to Sam-Gbeh
Apr 11 Tue	Return from Sinoe, via Worr (to inspect pitsawing activities)
Apr 12 Wed	Day visit to see Parley site (Kpathawee Clan)
Apr 13 Thu	7:30-8:30—Project management issues 9:30-11:00—Community Forestry 11-1PM--Wrap-up on Community forestry with MD 4:00-5:00PM—Land Authority
Apr 14 Fri	Team drafts Aide memoire
Apr 17 Mon	10:00-11:30-Attend the bi-monthly FDA staff meeting 11:30-12:00PM—Meeting with the FDA Comptroller
Apr 18 Tue	Completion of additional TORs, discussions with RIU on support to forestry training institutes, etc.
Apr 19 Wed	Capacity development training (M&E)
Apr 20 Thu	Travel to Tubmanburg to visit FTI campus, FDA Regional office, and participate in a heads-up meeting for the launch of the Regional Inter Agency Task-Team (RIAT)
Apr 21 Fri	9-12: Team drafts AM section for Component 1 and shares with RIU

