

ANNEX1 Results of the Project

ANNEX1.1 List of Dispatched Experts

Name	Speciality	Organization	Period from	Period to
Long-term expert				
Mr. Kurashina Yoshiro	Chief Advisor	JICA	January 2016	December 2017
Mr. Hata Yoshiaki	Forest Management	JICA	July 2015	June 2017
Mr. Kikkawa Katsutaka	Acting Chief Advisor	JICA	July 2015	June 2018
Mr. Saito Katsuro	Chief Advisor	JICA	December 2017	April 2018
Consultant				
Mr. Nanaumi Takashi	Consultant Team Leader / Forest Information Management 1	JAFTA	August 2016	March 2020
Mr. Suzuki Kei	Deputy Consultant Team Leader	JAFTA	September 2016	March 2020
Mr. Mi Jingling	Forest Information Management 2	JAFTA	June 2017	December 2019
Mr. Van Thanh Nguyen	Forest Information Management 3	JAFTA	October 2018	December 2019
Mr. Nonaka Issei	Forest Information Management Assistant	JAFTA	August 2016	May 2017
Mr. Nanaumi Takashi	Forest Information Management Assistant	JAFTA	June 2017	June 2018
Mr. Mi Jingling	Forest Information Management Assistant	JAFTA	March 2019	April 2019
Mr. Kuno Hiromitsu	Forest Fire Management 1 / External Fund	JAFTA	November 2016	February 2020
Mr. Kajigaki Jun	Forest Fire Management 2	JAFTA	October 2016	March 2020
Mr. Nonaka Issei	Participatory Forest Management 1	JAFTA	May 2017	December 2019
Mr. Harako Sota	Participatory Forest Management 2	JAFTA	September 2017	September 2018
Mr. Hashiguchi Hozumi	Watershed Management 2/ Participatory Forest Management 3	JAFTA	August 2018	November 2019
Ms. Hanamura Miho	Coordinator2/ Participatory Forest Management 4	JAFTA	August 2018	March 2020
Ms. Hori Maya	Coordinator	JAFTA	October 2017	November 2017
Ms. Hori Maya	Coordinator/Forest Information System2	JAFTA	November 2019	February 2020

ANNEX1.2 List of Counterparts

Country	Name		Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Angola	Mr.	Manuel Enock	Deputy Director General of the Forestry Development Institute - Ministry of Agriculture	JCC	1st JCC	Nov. 2015	Tokyo
				JCC	2nd JCC	Sep. 2016	Dar es Salaam
				JCC	3rd JCC	Apr. 2017	Johannesburg
Angola	Mr.	Mateus Simão André	Deputy Director General of the Forestry Development Institute	JCC	4th JCC	Feb. 2018	Johannesburg
				JCC	5th JCC	May 2019	Mauritius
				JCC	6th JCC	Sep. 2020	Virtual
				FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FIS	Basic Training	June 2017	Gaborone
				FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
				FFM	Fire Training	July 2017	Nelspruit
Angola	Mr.	Abel Alcino Zamba	Forest Manager	FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
				FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FIS	Advanced Training	July 2019	Gaborone
				FFM	Fire Training	Aug. 2017	Nelspruit
				FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
Angola	Mr.	Abel Alcino Zamba	Forest Manager	FFM	MOU and Awareness Training	July 2019	Nelspruit
				FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
				FIS	Advanced Training	June 2019	Gaborone
				FIS	Advanced Training	June 2019	Gaborone
Angola	Mr.	Pedro José Panda Dias	GIS Specialist	FIS	Advanced Training	June 2019	Gaborone
Angola	Mr.	António Paulo	Department Chief IDF (Development Institute of Forest)	FIS	4th FIS EWG	Feb. 2020	Kasane
Angola	Mr.	Simão Zau	Forest Engineer, Consultant Director General of IDF	FIS			
Angola	Mr.	Jenoval Muhongo JOÃO	Head of the Civil Protection and Fire Service Command Centre	FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
Angola	Ms.	Elizabeth Florisbela de Alemba	Forest Engineer Chief Forestry Promotion and Management Division at IDF Headquater,	PFM	1st PFM EWG	Nov. 2016	Moshi
				PFM	2nd PFM EWG	Feb. 2017	Thailand
				PFM	3rd PFM EWG	May 2017	Johannesburg
				PFM	4th PFM EWG	Oct. 2017	Arusha
Angola	Mr.	Oliveira Domingos Gonçalves	Head of Wildlife Management Division	PFM	4th PFM EWG	Oct. 2017	Arusha
				PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Angola	Mr.	Domingos Bongo	IDF Ministério da Agricultura e Florestas	PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Botswana	Dr.	Masera Manthe - Tsuaneng	Director of Department of Forestry & Range Resources	JCC	3rd JCC	Apr. 2017	Johannesburg

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Country	Name		Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Botswana	Ms.	Baitshepi Edith Babusi Hill	Director of Department of Forestry & Range Resources	JCC	6th JCC	Sep. 2020	Virtual
Botswana	Mr.	Sonny Walter Mokgwathi	Chief Forestry & Range Resources Officer	JCC	3rd JCC	Apr. 2017	Johannesburg
				PFM	1st PFM EWG	Nov. 2016	Moshi
				PFM	2nd PFM EWG	Feb. 2017	Thailand
				PFM	3rd PFM EWG	May 2017	Johannesburg
				PFM	4th PFM EWG	Oct. 2017	Arusha
PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone				
Botswana	Mr.	Motsereganye Sekgopo	Principal Forest & Range Resource Officer	JCC	1st JCC	Nov. 2015	Tokyo
				JCC	2nd JCC	Sep. 2016	Dar es Salaam
				JCC	6th JCC	Sep. 2020	Virtual
				FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
FIS	4th FIS EWG	Feb. 2020	Kasane				
Botswana	Mr.	Gabagomotse Mafoko	Fire ecologist, Chief Forest and range resources offices	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
				FFM	Fire Training	July 2017	Nelspruit
				FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
				FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
Botswana	Mr.	Anthony Tema	Forest Officer - Research & Monitoring Division	FIS	Basic Training	June 2017	Gaborone
				FIS	3rd FIS EWG	Oct. 2018	Lusaka
Botswana	Mr.	Kagiso Ephraim	Forestry Officer	FIS	Advanced Training	June 2019	Gaborone
				FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
Botswana	Mr.	Etsang Bobo Phokoletso	Soil Surveyor	FIS	Advanced Training	June 2019	Gaborone
Botswana	Mr.	Phetogo Selelo	Forestry Officer	FIS	Advanced Training	June 2019	Gaborone
				PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Botswana	Mr.	Boiki Ramatho	Forest Officer	FIS	Advanced Training	July 2019	Gaborone
Botswana	Mr.	Daniel Koolebogile	Soil Surveyor	FIS	Advanced Training	July 2019	Gaborone
Botswana	Mr.	Setso Albert Thomas	Senior Forest and Range Resources Officer	FFM	Fire Training	Aug. 2017	Nelspruit
				FFM	MOU and Awareness Training	July 2019	Nelspruit
				FFM	Comprehensive Training	Nov. 2019	Maseru
Botswana	Mr.	Onalenna Manene	Forest & Range Resource Officer	PFM	4th PFM EWG	Oct. 2017	Arusha
				PFM	5th PFM EWG	Sep. 2018	Lilongwe
				PFM	Skill up Training &	Nov. 2019	Gaborone
Botswana	Mr.	Tlamele Hermans Matsapa	Assistant Forest & Range Resource Officer	PFM	5th PFM EWG	Sep. 2018	Lilongwe
				PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Comoros	Mr.	Bayard Issiaka Soilihi	Expert in geographic information system at the General Directorate for the Environment and Forests	FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
Comoros	Mr.	Abdourohmane Ali Salim	Point focal sécurité sanitaire des aliments, SADC	FIS	4th FIS EWG	Feb. 2020	Kasane

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Country	Name		Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place	
Comoros	Mr.	Monsieur Mohamed Charif	Direction Generale SecuriteCivile	FFM	Comprehensive Training	Nov. 2019	Maseru	
Comoros	Mr.	Ahmed Mze Gamao	Coordinateur du projet Renforcer la résilience aux changements climatiques par la restauration des Bassins versants et des forêts et l'adaptation des moyens de subsistance	FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo	
Comoros	Mr.	El-Arifou Ahamada	Network Manager System	PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone	
Comoros	Mr.	Mohamed Hamidou Saidou	Environmental Technician	PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone	
DRC	Mr.	King Booto bo Lolimba	Head Forestry Management	JCC	1st JCC	Nov. 2015	Tokyo	
DRC	Mr.	Guy Landu Bikembo	Chief of Division in the Forest Management Department	JCC	2nd JCC	Sep. 2016	Dar es Salaam	
				JCC	3rd JCC	Apr. 2017	Johannesburg	
				JCC	6th JCC	Sep. 2020	Virtual	
				PFM	1st PFM EWG	Nov. 2016	Moshi	
				PFM	2nd PFM EWG	Feb. 2017	Thailand	
				PFM	3rd PFM EWG	May 2017	Johannesburg	
DRC	Mr.	Jose Ilanga Lofonga	Director General of Forest, Ministry of Environment and Sustainable	PFM	4th PFM EWG	Oct. 2017	Arusha	
				JCC	4th JCC	Feb. 2018	Johannesburg	
				JCC	5th JCC	May 2019	Mauritius	
DRC	Mr.	Pepe Dungu Nteke	Agricultural Engineer, Chief Officer of Forest logging	FIS	FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FIS		Basic Training	June 2017	Gaborone
				FIS		2nd EWG/Basic Training	Nov. 2017	Gaborone
				FIS		Advanced Training	July 2019	Gaborone
DRC	Mr.	Jean Paul Ngalamulume	Agricultural Engineer First class Officer in the wood promotion division	FIS	FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FFM		2nd EWG/Basic Training	Nov. 2017	Gaborone
				FFM		Fire Training	July 2017	Nelspruit
DRC	Mr.	Mbenza Ngimbi Daudet		FIS	3rd FIS EWG	Oct. 2018	Lusaka	
DRC	Mr.	Andre Mpongo Boleleka	Expert GIS and Remote Sensing	FIS	Advanced Training	July 2019	Gaborone	
DRC	Ms.	Kapalay Manunga Thérèse	Technicienne SIG etTeledetection	FIS	NFIS & RFIS Training	Dec. 2019	Gaborone	
DRC	Mr.	Chicco Muamba Kanda Ngokali	Lawyer in the forest inventory department	FIS				

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Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
DRC	Mr. Ngoy Kibwila Michel	First class officer in the wood promotion division	FFM	Fire Training	Aug. 2017	Nelspruit
DRC	Mr. Mubil Ayi Kabeya Francois	Chief Officer of Greenhouse Effect Gas Inventory, Direction of Sustainable Development	FFM	MOU and Awareness Training	July 2019	Nelspruit
			FFM	Comprehensive Training	Nov. 2019	Maseru
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
DRC	Mr. Frederic Bofale Bokako	Division of Community Forest, Direction of Forest Management - Ministry of Environment and Sustainable Development	PFM	4th PFM EWG	Oct. 2017	Arusha
DRC	Mr. Edongo Nakonyamoholo	Forest Engineer , Direction of Forest Inventory and management	PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
DRC	Scott Bafeno Athyla	Agricultural Engineer, First Class Officer in charge of local community activities	PFM			
Eswatini	Mr. Lucky Nhlanhla Dlamini	Senior Forester	JCC	3rd JCC	Apr. 2017	Johannesburg
			FIS	Advanced Training	July 2019	Gaborone
			FIS	4th FIS EWG	Feb. 2020	Kasane
Eswatini	Mr. Nkosinathi Britewell Jele	Forestry Officer	JCC	3rd JCC	Apr. 2017	Johannesburg
			FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FIS	Basic Training	June 2017	Gaborone
			FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FIS	3rd FIS EWG	Oct. 2018	Lusaka
			FIS	Advanced Training	June 2019	Gaborone
			FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
Eswatini	Mr. Solomon Gamedze	Senior Forestry Officer, Ministry of Tourism and Environmental Affairs	JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	4th JCC	Feb. 2018	Johannesburg
Eswatini	Mr. Mbhekeni Wilfred Nxumalo	Forestry Officer	JCC	5th JCC	May 2019	Mauritius
			JCC	6th JCC	Sep. 2020	Virtual
			PFM	2nd PFM EWG	Feb. 2017	Thailand
			PFM	3rd PFM EWG	May 2017	Johannesburg
			FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
Eswatini	Mr. Thabani Mhlonishwa Mazibuko	Assistant Forestry Officer	FFM	Fire Training	July 2017	Nelspruit
			FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FFM	Fire Training	Aug. 2017	Nelspruit
			FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit

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Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Eswatini	Mr. Mbongeni Matimela	Forester	FFM	MOU and Awareness Training	July 2019	Nelspruit
			FFM	Comprehensive Training	Nov. 2019	Maseru
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
Eswatini	Mr. Nkosinathi Ndumiso Masuku	Senior Forester	PFM	1st PFM EWG	Nov. 2016	Moshi
			PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
			PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Eswatini	Mr. Evart Bhodloza Motsa	Forester	PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
			PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Lesotho	Mr. Elias Sekaleli	Director of Forestry	JCC	1st JCC	Nov. 2015	Tokyo
			JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	4th JCC	Feb. 2018	Johannesburg
Lesotho	Mr. Mokete Bereng	Senior District Forestry Officer	JCC	5th JCC	May 2019	Mauritius
Lesotho	Mr. Moeketsi Matia	Senior Economic Planner (Head of Planning Unit Ministry of Forestry Range and Soil Conservation)	JCC	6th JCC	Sep. 2020	Virtual
Lesotho	Mr. Rethelisitsoe Johannes Stephen	First class Officer in the wood promotion	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
Lesotho	Mr. Thabo Motsoane	GIS Manager	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FIS	Basic Training	June 2017	Gaborone
			FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FIS	Advanced Training	June 2019	Gaborone
			FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
Lesotho	Mr. Lekhooa Fokothi	Principal Forestry Officer	FIS	3rd FIS EWG	Oct. 2018	Lusaka
			FIS	4th FIS EWG	Feb. 2020	Kasane
Lesotho	Mr. Sethunya Andrias Mohlalefi	Senior Forester, Ministry of Tourism Environment and Culture, Lesotho	FFM	Fire Training	July 2017	Nelspruit
			FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
			FFM	MOU and Awareness Training	July 2019	Nelspruit
			FFM	Comprehensive Training	Nov. 2019	Maseru
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
Lesotho	Ms. Katleho Maqalika	Ministry of Forestry, Range and Soil conservation, Department of Range Resources Management	FFM	Comprehensive Training	Nov. 2019	Maseru
Lesotho	Ms. Lerato Putsane	Principal Forestry Officer (Outreach)	PFM	1st PFM EWG	Nov. 2016	Moshi
			PFM	2nd PFM EWG	Feb. 2017	Thailand
			PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
Lesotho	Ms. Kompi Rasekoli	Senior Forester	PFM	3rd PFM EWG	May 2017	Johannesburg
			PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
Lesotho	Tankiso Lechesa	District Forest Officer	PFM			

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Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Madagascar	Mr. Fidy Jose Andriamananoro	Forest Director General	JCC	1st JCC	Nov. 2015	Tokyo
Madagascar	Mrs. Felanirina Rabevazaha	Head of Forest Taxation, Logging and Recovery Services	JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	4th JCC	Feb. 2018	Johannesburg
			JCC	5th JCC	May 2019	Mauritius
			JCC	6th JCC	Sep. 2020	Virtual
			PFM	1st PFM EWG	Nov. 2016	Moshi
			PFM	2nd PFM EWG	Feb. 2017	Thailand
			PFM	3rd PFM EWG	May 2017	Johannesburg
			PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
Madagascar	Mrs. Narisoa Andoniaina	Head of Reforestation, Afforestation and Fight against bushfire	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FFM	Fire Training	July 2017	Nelspruit
			FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
			FFM	MOU and Awareness Training	July 2019	Nelspruit
			FFM	Comprehensive Training	Nov. 2019	Maseru
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
Madagascar	Mr. Rafidison Manase	Head of Forest Management databases Service	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
Madagascar	Mr. Andrianantoandro Hanitra Benjamina	Planing and Monitoring and Evaluation Responsible	FIS	Basic Training	June 2017	Gaborone
			FIS	Advanced Training	June 2019	Gaborone
Madagascar	Mrs. Rabemanantsoa Hoby Fara Maminiana	Division chief of Fiscaling and Traceability Forest Products	FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FIS	3rd FIS EWG	Oct. 2018	Lusaka
			FIS	Advanced Training	July 2019	Gaborone
			FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
			FIS	4th FIS EWG	Feb. 2020	Kasane
Madagascar	Mr. Andriaharimalala Marie Christian	Head adjoint of fight against bushfires	FFM	Fire Training	Aug. 2017	Nelspruit
Madagascar	Ms. Randriambao Nivo Malalalana	Head of Landscape and Forest Restoration	PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
			PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Malawi	Mr. Francis Chilimampunga	Deputy Director of Forestry Department of Forestry	JCC	1st JCC	Nov. 2015	Tokyo
			JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	4th JCC	Feb. 2018	Johannesburg
			JCC	5th JCC	May 2019	Mauritius
Malawi	Mr. William Mitembe	Chief Forestry Officer - Forestry, Planning Training Division	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FIS	3rd FIS EWG	Oct. 2018	Lusaka
Malawi	Mrs. Patricia Masupayi	Chief Forestry Officer (Forest Development and Management Division)	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FFM	Fire Training	Aug. 2017	Nelspruit
			FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
			FFM	MOU and Awareness Training	July 2019	Nelspruit

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Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place	
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo	
Malawi	Mr.	Solomon Sibale	Forestor & GIS Technical Officer	FIS	Basic Training	June 2017	Gaborone
				FIS	Advanced Training	July 2019	Gaborone
				FFM	Fire Training	July 2017	Nelspruit
				FFM	Comprehensive Training	Nov. 2019	Maseru
Malawi	Ms.	Ruttia Katiyi	Forestry Officer	FIS	Advanced Training	June 2019	Gaborone
				FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
				FIS	4th FIS EWG	Feb. 2020	Kasane
				PFM	4th PFM EWG	Oct. 2017	Arusha
Malawi	Mr.	Aliko Munyenembe	Forestry Officer	FIS			
Malawi	Mr.	Titus Zulu	Chief Forestry Officer (Forestry Communication and Advisory Division)	PFM	1st PFM EWG	Nov. 2016	Moshi
				PFM	2nd PFM EWG	Feb. 2017	Thailand
				PFM	3rd PFM EWG	May 2017	Johannesburg
				PFM	4th PFM EWG	Oct. 2017	Arusha
				PFM	5th PFM EWG	Sep. 2018	Lilongwe
Malawi	Ms.	Lonny Nancy Jamali	Forestry Officer (Forestry Communication and Advisory Division)	PFM	5th PFM EWG	Sep. 2018	Lilongwe
				PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Malawi	Mr.	Dan Ndalowa	Deputy Principal Malawi College of Forestry&Wildlife	PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Malawi	Ms.	Emily Gondwe	Chief Forestry Officer (Forestry Communication and Advisory Division)	PFM			
Mauritius	Mr.	Poojanraj Khurun	Deputy Conservator of Forests	JCC	1st JCC	Nov. 2015	Tokyo
Mauritius	Mr.	Vishnu Tezoo	Conservator of Forests	JCC	6th JCC	Sep. 2020	Virtual
Mauritius	Mrs.	Cecily Cyparsade	Assistant Conservator of Forests Forest Services Ministry of Agro Industry & Food security	JCC	2nd JCC	Sep. 2016	Dar es Salaam
				JCC	3rd JCC	Apr. 2017	Johannesburg
				JCC	4th JCC	Feb. 2018	Johannesburg
				JCC	5th JCC	May 2019	Mauritius
				JCC	6th JCC	Sep. 2020	Virtual
				FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
				FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
				PFM	1st PFM EWG	Nov. 2016	Moshi
				PFM	2nd PFM EWG	Feb. 2017	Thailand
				JCC	5th JCC	May 2019	Mauritius
Mauritius	Mr.	Zayd jhumka	Assistant Conservator of Forests	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FIS	Basic Training	June 2017	Gaborone
				FIS	3rd FIS EWG	Oct. 2018	Lusaka
				FIS	Advanced Training	July 2019	Gaborone
				FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
				FIS	4th FIS EWG	Feb. 2020	Kasane
				FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
Mauritius	Mr.	Soopramanien Ramsamy	Land Surveyor Forestry Service	FIS	Advanced Training	July 2019	Gaborone
Mauritius	Mr.	Panah Balloo	Acting Divisional Forest Officer	FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone

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Country	Name		Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Mauritius	Mr.	Kishore Sookee	Chief Forest Conservation & Enforcement Officer	FFM	Fire Training	July 2017	Nelspruit
Mauritius	Mr.	Chandra Ramful	Chief Forest Conservation & Enforcement Officer	FFM	Fire Training	Aug. 2017	Nelspruit
Mauritius	Mr.	Deonath Shibnauth	Chief Forest Conservation and Enforcement Officer	PFM	3rd PFM EWG	May 2017	Johannesburg
Mauritius	Mr.	Ishan Chandra Beeharry	Divisional Forest Officer	PFM	4th PFM EWG	Oct. 2017	Arusha
Mauritius	Mr.	Namdeo Nawjee	Divisional Forest Officer	PFM	4th PFM EWG	Oct. 2017	Arusha
Mauritius		NaN		PFM			
Mozambique	Mr.	Xavier Sakambuera Sailors	Director Nacional floresta	JCC	1st JCC	Nov. 2015	Tokyo
				JCC	2nd JCC	Sep. 2016	Dar es Salaam
Mozambique	Mr.	Imede Falume	Deputy National Director of Forest	JCC	4th JCC	Feb. 2018	Johannesburg
				JCC	5th JCC	May 2019	Mauritius
				JCC	6th JCC	Sep. 2020	Virtual

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Country	Name		Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Mozambique	Mr.	Renato David Timana	Forest Engineer and Project Focal Point	JCC	2nd JCC	Sep. 2016	Dar es Salaam
				JCC	3rd JCC	Apr. 2017	Johannesburg
				JCC	6th JCC	Sep. 2020	Virtual
				FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FIS	3rd FIS EWG	Oct. 2018	Lusaka
				FIS	Advanced Training	June 2019	Gaborone
				FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
				FIS	4th FIS EWG	Feb. 2020	Kasane
			PFM	4th PFM EWG	Oct. 2017	Arusha	
Mozambique	Mr.	Paulo Miguel Feniase	Forest Engineer, Head of Section for Native Industry at the National Directorate of Forest	FIS	Basic Training	June 2017	Gaborone
Mozambique	Mr.	Alves Amaral	Head of Community Management Unit	FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
Mozambique	Mrs.	Aida Zita Mutimucuo	Forest Engineer and Planning department	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
Mozambique	Ms.	Milda Mause	Forest Inventory Officer	FIS	Advanced Training	July 2019	Gaborone
Mozambique	Ms.	Ermelinda Michonga	Forest and Wildlife Service - Community Forestry Officer	FFM	Fire Training	July 2017	Nelspruit
					Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
Mozambique	Mr.	Jorge Mbfana	Technician from Forest Community Management Department in Sofala Province	FFM	MOU and Awareness Training	July 2019	Nelspruit
Mozambique	Mr.	Obasanjo Salvador Dembele	Forest Engineer from Department of Community Forest Management at the National Directorate of Forest	FFM	Fire Training	Aug. 2017	Nelspruit
				FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
				PFM	5th PFM EWG	Sep. 2018	Lilongwe
Mozambique	Mr.	Fanuel J. Muchanga		FFM	Comprehensive Training	Nov. 2019	Maseru
Mozambique	Mr.	Joaquim Macuacua	Forest Engineer and data base expert	FFM			
Mozambique	Mrs.	Teresa Nube	Forest engineer and Community Based Forest Management expert	PFM	1st PFM EWG	Nov. 2016	Moshi
				PFM	2nd PFM EWG	Feb. 2017	Thailand
				PFM	3rd PFM EWG	May 2017	Johannesburg
				PFM	4th PFM EWG	Oct. 2017	Arusha
Mozambique	Ms.	Fatima de Sousa Kanji Bonete	Forest Engineer from Department of Community Forest Management at the National Directorate of Forest	FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
				PFM	5th PFM EWG	Sep. 2018	Lilongwe
				PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Mozambique	Ms.	Raquel Consul Caetano	Technician from Department of Community Forest Management at the National Directorate of Forest	PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Namibia	Mr.	Joseph Shaamu Hailwa	Director of Forestry	JCC	2nd JCC	Sep. 2016	Dar es Salaam
				JCC	4th JCC	Feb. 2018	Johannesburg
				JCC	5th JCC	May 2019	Mauritius
				JCC	6th JCC	Sep. 2020	Virtual

ANNEX1.2 List of Counterparts

Country	Name		Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Namibia	Mr.	Vincent George Louw	Forester (Deputy Director) - Directorate of Forestry	JCC	1st JCC	Nov. 2015	Tokyo
				JCC	3rd JCC	Apr. 2017	Johannesburg
				JCC	5th JCC	May 2019	Mauritius
				FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
				FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
Namibia	Mr.	Kaambu Teodor Ndililane	Senior Forester	JCC	5th JCC	May 2019	Mauritius
				PFM	1st PFM EWG	Nov. 2016	Moshi
				PFM	2nd PFM EWG	Feb. 2017	Thailand
				PFM	3rd PFM EWG	May 2017	Johannesburg
				PFM	4th PFM EWG	Oct. 2017	Arusha
				PFM	5th PFM EWG	Sep. 2018	Lilongwe
				PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Namibia		NaN		PFM			
Namibia	Mr.	Edward Muhoko	Forester	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FIS	Basic Training	June 2017	Gaborone
				FIS	Advanced Training	July 2019	Gaborone
Namibia	Mr.	Paulus M Shikongo	Chief Forester - Forest Monitoring and Mapping Directorate of Forestry	FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
				FIS	Advanced Training	June 2019	Gaborone
				FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
				FIS	4th FIS EWG	Feb. 2020	Kasane
Namibia	Mr.	Tjipekapora Hijangoro		FIS	3rd FIS EWG	Oct. 2018	Lusaka
Namibia	Mr.	Nakangombe Taddeus Kamuvulundje	Senior Forester	FFM	Fire Training	July 2017	Nelspruit

ANNEX1.2 List of Counterparts

Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Namibia	Mr. Simataa Joseph Simukwe	Senior Forestry Technician	FFM	Fire Training	Aug. 2017	Nelspruit
Namibia	Mr. Michael Otsub	Acting Deputy Director of Forest Management under the Ministry of Agriculture, Water and Forestry	FFM	MOU and Awareness Training	July 2019	Nelspruit
			FFM	Comprehensive Training	Nov. 2019	Maseru
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
Namibia	Ms. Kamuhelo Lisao	Senior Forester, Zambezi Region	PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
			PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Seychelles	Mr. John Quilindo	Head of Forestry Section Environment Department Ministry of Environment, Energy and Climate Change	JCC	1st JCC	Nov. 2015	Tokyo
			JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	5th JCC	May 2019	Mauritius
			JCC	6th JCC	Sep. 2020	Virtual
			FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
			PFM	2nd PFM EWG	Feb. 2017	Thailand
			PFM	3rd PFM EWG	May 2017	Johannesburg
			PFM	4th PFM EWG	Oct. 2017	Arusha
PFM	5th PFM EWG	Sep. 2018	Lilongwe			
Seychelles	Ms. Marie May Jeremie Muzungaile		JCC	6th JCC	Sep. 2020	Virtual
Seychelles	Mr. Justin Prosper	Principal G.I.S Officer Climate Change Division	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
Seychelles	Ms. Jemima Bijoux	Senior GIS Officer	FIS	Basic Training	June 2017	Gaborone
			FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FIS	3rd FIS EWG	Oct. 2018	Lusaka
			FIS	Advanced Training	July 2019	Gaborone
			FIS	4th FIS EWG	Feb. 2020	Kasane
Seychelles	Ms. Mersiah Rose	GIS Technician	FIS	Advanced Training	June 2019	Gaborone
Seychelles	Ms. Eline Albert	G.I.S Technician Climate Change Division Climate Science and Data Management Section Department of Energy and Climate Change Ministry of Environment, Energy and Climate Change	FIS			
Seychelles	Mr. Steven Azemia	Forester, Forestry Section Environment Dept. Biodiversity Conservation and Management Division. Ministry of Environment, Energy and Climate Change	FFM	Fire Training	July 2017	Nelspruit
			FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
			FFM	Comprehensive Training	Nov. 2019	Maseru
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
Seychelles	Ms. Esther Rickey	Forester	FFM	Fire Training	Aug. 2017	Nelspruit
			FFM	MOU and Awareness Training	July 2019	Nelspruit
Seychelles	Mr. Charles Marie	Forestry Officer	PFM	1st PFM EWG	Nov. 2016	Moshi
Seychelles	Mr. Hansel Simara	Forest Ranger - Seychelles National Park Authority	PFM	4th PFM EWG	Oct. 2017	Arusha
Seychelles	Mr. Terence Athanase	Assistant Forestry Officer	PFM	5th PFM EWG	Sep. 2018	Lilongwe
South Africa	Ms. Phindiwe Dingile	Counsellor RSA Embassy	JCC	1st JCC	Nov. 2015	Tokyo
South Africa	Ms. Johanna Makinta	Directorate: Forestry Regulation & Oversight	JCC	3rd JCC	Apr. 2017	Johannesburg
			FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FIS	3rd FIS EWG	Oct. 2018	Lusaka
			FIS	Advanced Training	June 2019	Gaborone

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Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
			FIS	4th FIS EWG	Feb. 2020	Kasane
South Africa	Ms. Mmakwena Maleka	Assistant Director – Planning and Audits	JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	4th JCC	Feb. 2018	Johannesburg
			PFM	1st PFM EWG	Nov. 2016	Moshi
			PFM	2nd PFM EWG	Feb. 2017	Thailand
			PFM	3rd PFM EWG	May 2017	Johannesburg
			PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
South Africa	Mr. Shakespear Soyizwapi	Manager	JCC	3rd JCC	Apr. 2017	Johannesburg
South Africa	Ms. Pumeza Nwabisa Nodada	Chief Director of Forestry Regulation & Development- Department of Agriculture, Forestry & Fisheries	JCC	3rd JCC	Apr. 2017	Johannesburg
South Africa	Mr. Avhashoni Renny Madula	Director, Forestry Regulation and Oversight, Department of Agriculture, Forestry and Fisheries (DAFF)	JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	4th JCC	Feb. 2018	Johannesburg
			JCC	6th JCC	Sep. 2020	Virtual
			FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
South Africa	Mr. Qaphela Ndabankulu	Forestry Regulation Directorate: Forestry Management (Other Regions: Free State)	JCC	4th JCC	Feb. 2018	Johannesburg
			FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
			FFM	MOU and Awareness Training	July 2019	Nelspruit
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
			South Africa	Dr. Mmaphaka Tau	Climate Science and Data Management Section	FIS FFM
South Africa	Ms. Maleshaba Thobejane	Veldfire Risk Officer / DAFF	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
South Africa	Ms. Nomzamo Ndlovu	Senior Forestry Scientist / DAFF	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
South Africa	Mr. Dakalo Tshivhase	GIS Technician	FIS	Basic Training	June 2017	Gaborone
			FIS	NFIS & RFIS Training	Dec. 2019	Gaborone

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Country	Name		Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
South Africa	Ms.	Ndanduleni Nkhelebeni		FFM	Fire Training	July 2017	Nelspruit
South Africa	Mr.	Derick Mavhungu	Assistant Director	FFM	Fire Training	Aug. 2017	Nelspruit
South Africa	Ms.	Bantu Shakespear Soyizawpi	Deputy Director, Forestry Development Department of Agriculture, Forestry & Fisheries	PFM	3rd PFM EWG	May 2017	Johannesburg
South Africa	Ms.	Tshifhiwa Ramatshimbila	Director: Woodlands and Indigenous Forest Management	PFM	3rd PFM EWG	May 2017	Johannesburg
				PFM	4th PFM EWG	Oct. 2017	Arusha
				PFM	5th PFM EWG	Sep. 2018	Lilongwe
South Africa	Ms.	Nelly Mjikwa		PFM			
South Africa	Mr.	Michael Modise		PFM			
Tanzania	Dr.	Ezekiel Edward Mwakalukwa	Director of Forestry and Beekeeping Division Ministry of Natural Resources and Tourism	JCC	2nd JCC	Sep. 2016	Dar es Salaam
				JCC	3rd JCC	Apr. 2017	Johannesburg
				JCC	4th JCC	Feb. 2018	Johannesburg
				JCC	5th JCC	May 2019	Mauritius
				JCC	6th JCC	Sep. 2020	Virtual
Tanzania	Mr.	Nurdin Chamuya	Ag Director Resource Management Tanzania Forest Service	JCC	2nd JCC	Sep. 2016	Dar es Salaam
Tanzania	Mr.	Charles Ng'atigwa	Principal Forest Officer Tanzania Forest Services Agency	JCC	2nd JCC	Sep. 2016	Dar es Salaam
Tanzania	Mr.	Elikana Maige John	Acting Director Forestry and Beekeeping Division	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FIS	Basic Training	June 2017	Gaborone
Tanzania	Ms.	Kekilia Alfred Kabalimu	Forest Officer Tanzania Forest Service Agency (TFS) Ministry of Natural Resources and Tourism	JCC	2nd JCC	Sep. 2016	Dar es Salaam
				FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
				FFM	Fire Training	July 2017	Nelspruit
				FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
				FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
				FFM	MOU and Awareness Training	July 2019	Nelspruit
				FFM	Comprehensive Training	Nov. 2019	Maseru
				FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
Tanzania	Ms.	Shani Kiluvia	Forest Officer, Survey and Mapping Section	FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
				FIS	3rd FIS EWG	Oct. 2018	Lusaka
				FIS	Advanced Training	June 2019	Gaborone
				FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
				FIS	4th FIS EWG	Feb. 2020	Kasane
Tanzania	Mr.	Gasper Dionice Vicent	TFS-Unit of forest resources assessment	FIS	Advanced Training	July 2019	Gaborone

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Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
Tanzania	Mr. Kiulah Shaaban Feruzi	Principal Forest Officer	FFM	Fire Training	Aug. 2017	Nelspruit
Tanzania	Mr. Emmanuel Msoffe	Senior Forest Officer Forestry and Beekeeping Division	PFM	1st PFM EWG	Nov. 2016	Moshi
			PFM	2nd PFM EWG	Feb. 2017	Thailand
			PFM	3rd PFM EWG	May 2017	Johannesburg
			PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
Tanzania	Mr. Juma Mwangi	Forest Officer, Tanzania Forest Services Agency Ministry of Natural Resources and Tourism P. O. Box 40832, Dar Es Salaam	PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe
			PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone
Tanzania	Ms. Charles J. Mwafute	Forest Officer Tanzania Forest Service Agency (TFS) Ministry of Natural Resources and Tourism	PFM			
Zambia	Mr. Bwalya Chendauka	Principal Forestry Officer -FDHQ Ministry of Lands Natural Resources and Environmental Protection Forestry Department	JCC	1st JCC	Nov. 2015	Tokyo
			JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	4th JCC	Feb. 2018	Johannesburg
			JCC	5th JCC	May 2019	Mauritius
			FIS	3rd FIS EWG	Oct. 2018	Lusaka
			JCC	6th JCC	Sep. 2020	Virtual
Zambia	Mr. Victor Chiiba	Principal Forestry Officer Forestry Department	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FFM	Fire Training	July 2017	Nelspruit
			FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit
			FFM	MOU and Awareness Training	July 2019	Nelspruit
			FFM	Comprehensive Training	Nov. 2019	Maseru
Zambia	Mr. Mutasha Brian Mulenga	Senior Forestry Technical Officer; Forestry Department	FIS FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FIS	Basic Training	June 2017	Gaborone
			FIS	Advanced Training	June 2019	Gaborone
			FIS	NFIS & RFIS Training	Dec. 2019	Gaborone
			FIS	4th FIS EWG	Feb. 2020	Kasane
Zambia	Mr. Nason Hara	Forestry Officer Forestry Department	JCC	5th JCC	May 2019	Mauritius
			FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone
			FIS	3rd FIS EWG	Oct. 2018	Lusaka
			FIS	Advanced Training	July 2019	Gaborone
Zambia	Mr. Keddy Mbindo		FIS	3rd FIS EWG	Oct. 2018	Lusaka
Zambia	Mr. Siame Sylvester	Forestry Technician	FFM	Fire Training	Aug. 2017	Nelspruit
Zambia	Mr. Lawrence Matanda		FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo
Zambia	Mrs. Joyce Munkombwe	Principal Forestry Officer	PFM	1st PFM EWG	Nov. 2016	Moshi
			PFM	2nd PFM EWG	Feb. 2017	Thailand
			PFM	3rd PFM EWG	May 2017	Johannesburg
			PFM	4th PFM EWG	Oct. 2017	Arusha
			PFM	5th PFM EWG	Sep. 2018	Lilongwe

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Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place	
			PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone	
Zambia	Mr. Davison Mwela	Forestry Officer	PFM	4th PFM EWG	Oct. 2017	Arusha	
			PFM	5th PFM EWG	Sep. 2018	Lilongwe	
			PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone	
Zimbabwe	Mr. Stephen Zingwena	Acting Deputy General Manager - Conservation and Extension	JCC	2nd JCC	Sep. 2016	Dar es Salaam	
			JCC	3rd JCC	Apr. 2017	Johannesburg	
			JCC	4th JCC	Feb. 2018	Johannesburg	
			JCC	5th JCC	May 2019	Mauritius	
			JCC	6th JCC	Sep. 2020	Virtual	
			PFM	1st PFM EWG	Nov. 2016	Moshi	
			PFM	2nd PFM EWG	Feb. 2017	Thailand	
			PFM	3rd PFM EWG	May 2017	Johannesburg	
			PFM	4th PFM EWG	Oct. 2017	Arusha	
			PFM	5th PFM EWG	Sep. 2018	Lilongwe	
Zimbabwe	Mr. Anderson Mucha Wona	Mapping & Inventory Officer	FIS	FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
Zimbabwe	Mr. M Mahamba Sebele	Forest & Wildlife Ecologist	FIS	FFM	1st FIS&FFM EWG	Nov. 2016	Johannesburg
			FFM	Fire Training	July 2017	Nelspruit	
Zimbabwe	Mr. Richard Muchena	Mapping Officer	FIS	Basic Training	June 2017	Gaborone	
			FIS	Advanced Training	July 2019	Gaborone	
			FIS	4th FIS EWG	Feb. 2020	Kasane	
Zimbabwe	Mr. Anderson Muchawona	Mapping & Inventory Officer	FIS	2nd EWG/Basic Training	Nov. 2017	Gaborone	
			FIS	3rd FIS EWG	Oct. 2018	Lusaka	
			FIS	Advanced Training	June 2019	Gaborone	
			FIS	NFIS & RFIS Training	Dec. 2019	Gaborone	
Zimbabwe	Mr. Bekithemba Ngwenya	District Conservator: Forestry Commission	FFM	2nd EWG/Basic Training	Nov. 2017	Gaborone	
			FFM	Fire Training	Aug. 2017	Nelspruit	
			FFM	Advanced Training /3rd FFM EWG	Oct. 2018	Nelspruit	
			FFM	MOU and Awareness Training	July 2019	Nelspruit	
			FFM	Study Tour and 4th FFM EWG	Feb. 2020	Kasane Katima Mulilo	
Zimbabwe	Mr. Shoniwa Mshoniwa	Forester in charge forestry Commission	FFM	Comprehensive Training	Nov. 2019	Maseru	
Zimbabwe	Mr. Rodwell Diwura	Provincial Forestry Extension Manager	PFM	4th PFM EWG	Oct. 2017	Arusha	
			PFM	5th PFM EWG	Sep. 2018	Lilongwe	
			PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone	
Zimbabwe	Mr. Antony Tawanda Chiodze	Lecturer	PFM	Skill up Training & 6th PFM EWG	Nov. 2019	Gaborone	
SADC Secretaria	Ms. Margaret Nyirenda	Director – FANR	JCC	1st JCC	Nov. 2015	Tokyo	

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Country	Name	Designation/Organization	JCC/EWG	JCC/EWG/Training	Period	Place
			JCC	2nd JCC	Sep. 2016	Dar es Salaam
SADC Secretariat	Mr. Bentry Chaura	Acting Director – FANR	JCC	3rd JCC	Apr. 2017	Johannesburg
SADC Secretariat	Mr. Domingos Z. Gove	Director, Directorate of Food Agriculture and Natural Resources	JCC	4th JCC	Feb. 2018	Johannesburg
			JCC	5th JCC	May 2019	Mauritius
			JCC	6th JCC	Sep. 2020	Virtual
SADC Secretariat	Ms. Deborah Kahatano	SPO-NRM, Directorate of Food Agriculture and Natural Resources	JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	4th JCC	Feb. 2018	Johannesburg
			JCC	5th JCC	May 2019	Mauritius
SADC Secretariat	Mr. Tawanda Gotosa	NRM Unit, SADC Secretariat	JCC	6th JCC	Sep. 2020	Virtual
SADC Secretariat	Ms. Thapelo Ramokhua	Secretary	JCC	2nd JCC	Sep. 2016	Dar es Salaam
SADC Secretariat	Ms. Angel Z. Velempini	Senior Secretary	JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	4th JCC	Feb. 2018	Johannesburg
			JCC	6th JCC	Sep. 2020	Virtual
GIZ	Mr. Moses Chakanga	TA - Forestry	JCC	1st JCC	Nov. 2015	Tokyo
			JCC	2nd JCC	Sep. 2016	Dar es Salaam
			JCC	3rd JCC	Apr. 2017	Johannesburg
			JCC	6th JCC	Sep. 2020	Virtual
			JCC	5th JCC	May 2019	Mauritius
GIZ	Mr. Reinhard Woytek	Programme Director Transboundary Use and Protection of Natural Resources	JCC	1st JCC	Nov. 2015	Tokyo
			JCC	2nd JCC	Sep. 2016	Dar es Salaam

ANNEX1.3 List of Training&Meeting

No.	Year	Month	Place	Name of Training and Meeting	Days	JCC/EWG	MS s
1	2015	11	Tokyo, Japan	The 1st Joint CoordinationCommittee Meeting	1 day	JCC	12
2	2016	9	Dar es Salaam, Tanzania	The 2nd Joint CoordinationCommittee Meeting	2 days	JCC	15
3	2016	11	Johannesburg, South Africa	The 1st Expert Working Group Meeting for Forest Information System	2 days	FIS	15
4	2016	11	Johannesburg, South Africa	The 1st Expert Working Group Meeting for Forest Fire Management	2 days	FFM	15
5	2016	11	Moshi, Tanzania	The 1st Expert Working Group Meeting for Participatory Forest Management	5 days	PFM	15
6	2017	2	Bangkok, Thailand	The 2nd Expert Working Group Meeting for Participatory Forest Management	11 days	PFM	15
7	2017	4	Johannesburg, South Africa	The 3rd Joint CoordinationCommittee Meeting	2 days	JCC	20
8	2017	5	Johannesburg, South Africa	The 3rd Expert Working Group Meeting for Participatory Forest Management	3 days	PFM	17
9	2017	6	Gaborone, Botswana	The 1st Basic Training on the Forest Information System Group	5 days	FIS	15
10	2017	7-8	Nelspruit, South Africa	The Training of Prescribed Burning Operations for Land Use Managers	5 days	FFM	14 13
11	2017	10	Arusha, Tanzania	The 4th Expert Working Group Meeting for Participatory Forest Management	5 days	PFM	30
12	2017	11	Gaborone, Botswana	The 2nd Expert Working Group Meeting for Forest Information System and the 2nd Basic Training of the Forest Information System Group	5 days	FIS	17
13	2017	11	Gaborone, Botswana	The 2nd Expert Working Group Meeting for Forest Fire Management and the 2nd Basic Training of the Forest Information System Group	5 days	FFM	14
14	2018	2	Johannesburg, South Africa	The 4th Joint CoordinationCommittee Meeting	2 days	JCC	15
15	2018	9	Lilongwe, Malawi	The 5th Expert Working Group Meeting for Participatory Forest Management	5 days	PFM	24
16	2018	10	Lusaka, Zambia	The 3rd Expert Working Group Meeting for Forest Information System	3 days	FIS	20
17	2018	10-11	Nelspruit, South Africa	The 3rd Expert Working Group Meeting for Forest Fire Management and the Advanced Training of the Forest Fire Management Group	5 days	FFM	14
18	2019	5	Bel Ombre, Mauritius	The 5th Joint CoordinationCommittee Meeting	3 days	JCC	17
19	2019	6-7	Gaborone, Botswana	The Advanced Training of the Forest Information System Group	8days 8days	FIS	15 14
20	2019	7	Nelspruit, South Africa	The Trial MOU / First Aid and Awareness Training for Forest Fire Management	5 days	FFM	14
21	2019	11	Maseru, Lesotho	The comprehensive Training including ICS and GIS for Forest Fire Management	6 days	FFM	12
22	2019	11-12	Gaborone, Botswana	The 6th Expert Working Group Meeting and The Capacity Building Training for Participatory Forest Management	8 days	PFM	24
23	2019	12	Gaborone, Botswana	Regional Forest Information System and National Forest Information System Training	5 days	FIS	18
24	2020	2	Kasane, Botswana	The 4th Expert Working Group Meeting for Forest Information System	4 days	FIS	16
25	2020	2	Kasane, Botswana Katima Mulilo, Namibia	Study tour and the 4th Expert Working Group Meeting for Forest Fire Management	4 days	FFM	15
26	2020	9	Virtual	The 6th Joint CoordinationCommittee Meeting	1 day	JCC	18

ANNEX2 List of Products, Produced by the Project

ANNEX2: List of Products, Produced by the Project

Folder Level 1	Folder Level 2	No	Name of Products, Produced by the Project	Pages
ANNEX2.1 Report				122
	2.1.1 FIS			40
		1	Report of the 1st EWG-FIS	7
		2	Report of the 2nd EWG-FIS and 2nd Basic Training	6
		3	Report of the 3rd EWG-FIS	8
		4	Report of the 4th EWG-FIS	10
		5	Report of the 1st Basic Training of FIS	4
		6	Report of the Advanced Training of FIS	3
		7	Report of the RFIS&NFIS Training of FIS	2
	2.1.2 FFM			26
		1	Report of the 1st EWG-FFM	7
		2	Report of the 2nd EWG-FFM and Basic Training	6
		3	Report of the 3rd EWG-FFM and Advance Training	2
		4	Report of the 4th EWG-FFM and Study Tour	3
		5	Report of the Prescribed Burning Operations Training of FFM	4
		6	Report of the MoU and Awareness Training	2
		7	Report of the Comprehensive Training	2
	2.1.3 PFM			56
		1	Report of the 1st and 2nd EWG-PFM	22
		2	Report of the 3rd EWG-PFM	10
		3	Report of the 4th EWG-PFM	12
		4	Report of the 5th EWG-PFM	8
		5	Report of the 6th EWG-PFM	4
ANNEX2.2 Manuals				177
	2.2.1 FIS_Manuals			77
		1	NFIS_Manual	69
		2	RFIS_Operation_Manual	8
	2.2.2 FFM_Manuals			81
		1	FFM_QGIS_Mobile_Manual	81
	2.2.3 PFM_Manuals			19
		1	Manual of the PFM database system	19
ANNEX2.3 Guidelines				363
	2.3.1 FIS Guideline			43
		1	RFIS System Design	43
	2.3.2 FFM Guideline			180
		1	FFM Learner Guide	29
		2	FFM Guideline	99
		3	FFM_Guideline_Separate Volume	52
	2.3.3 PFM Guideline			140
	Part 1	1	SADC PFM GL part 1	38
	Part 2	1	01-1_Angola_PIPDEFA 20191106	4
		2	01-2_Angola2_Value chain 20191106	2
		3	02-1_BOTSWANA_Thota 20191106	4
		4	02-2_BOTSWANA_SFM-GIS 20191106	4
		5	03-1_DRC_Makala 20191106	4
		6	04-1_Eswatini 1 GEF 20191106	4
		7	04-2_Eswatini 2 Tinkhundla 20191106	5
		8	05_Lesotho_Plateau 20191106	4
		9	06-1_Madagascar_Anja 20191106	4
		10	06-2_Madagascar_Tapia 20191106	4

ANNEX2: List of Products, Produced by the Project

Folder Level 1	Folder Level 2	No	Name of Products, Produced by the Project	Pages
		11	07-1_Malawi_IFMSLP 1&2 20191106	4
		12	07-2_Malawi_Sendwe 20191106	5
		13	08-1_Mauricious Habitat 20191106	4
		14	08-2_Mauricious Ebony 20191106	2
		15	09-1_Mozambique Cubo 20191106	4
		16	10-1_Namibia_Charchoar 20191106	4
		17	10-2_Namibia_Bush feeds project 20191106	4
		18	11_Seychelles_terrestrial 20191106	4
		19	12_South Africa_Cata enterprise 20191106	4
		20	13-1_Tanzania PFM 2003 20191106	4
		21	13-2_Tanzania_Lindi 20191106	4
		22	14-1_Zambia_Decentraizing 20191106	4
		23	14-2_Zambia_Central province 20191106	4
		24	15-1_Zimbabwe_Hurungwe 20191106	4
		25	15-2_Zimbabwe_Sangoravakuru 20191106	4
		26	16 SADC PFM Project list 20191106	4
ANNEX2.4 Draft SADC Forestry Strategy 2020-2030				43
		1	Draft SADC Forestry Strategy	43
ANNEX2.5 Project Idea Note (PIN)				181
		1	PIN_Angola	5
		2	PIN_Botswana	6
		3	PIN_Eswatini	19
		4	PIN_Lesotho	18
		5	PIN_Madagascar	18
		6	PIN_Malawi	13
		7	PIN_Mauritius	6
		8	PIN_Namibia	21
		9	PIN_South Africa	19
		10	PIN_Tanzania	14
		11	PIN_Zambia	19
		12	PIN_Zimbabwe	23

ANNEX3 PDM (All versions of PDM)

PDM (Project Design Matrix)

Annex A: Logical Framework (Project Design Matrix : Tentative)

R/D Version 0:

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

Implementing Agency: SADC Secretariat and Member State Governments

Project Site: Gaborone, Botswana Pilot Site: To be decided

<i>Narrative Summary</i>	<i>Objectively Verifiable Indicators</i>	<i>Means of Verification</i>	<i>Important Assumption</i>	Achievement	Remarks
Overall Goal					
To contribute to the implementation of the Regional Forestry Strategy 2010-2020 and programmes in a more practical and more effective manner and to the Member States to develop/improve their National Policies/ Strategies/ Programmes on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: The practicality and effectiveness of the Regional Forest Strategy 2020-2030. OG2: Improved level of National Policy/ Strategy/ Programme on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: The SADC Regional Forestry Strategy 2010-2020. OG2: National Policy/ Strategy/ Programme of Member States on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: SADC and its Member States put equal importance on the socio-economic development and sustainable forest management. OG2: There are International Cooperation Partners (ICP) collaborating with SADC on forest conservation and sustainable management of forest resources in Southern		
Project Purpose					
To develop the capacity of SADC Secretariat and Member States for promoting forest conservation and sustainable management of forest resources.	PP1: Level of practicality, effectiveness and efficiency of the regional and national policies, strategies and programmes on Forest Information System. PP2: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Integrated Fire Management. PP3: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Participatory Forest Management	PP1: Reviews and revisions of SADC "Forestry Strategy", "REDD+ Programme", "Forest Fire Management", etc., and national policy, strategy, Programme and action plans based on improved information on forest and its resources of the Member States. PP2: Developed/Modified regional and Member States' national policies and programmes on Integrated Forest Management. PP3: Developed/Modified regional and Member States' national policies and programmes on	PP1: SADC continues to keep high priority on forest conservation and sustainable forest resource management. PP2: The MS Governments adopt the SADC's Regional Forestry Strategy and Programmes into their national policies. PP3: Bilateral/Multi-lateral cooperation among projects on forest of the Member States and the other International Cooperation Partners .		
Outputs					
1. The capacity of SADC Member States to enhance Forest Information System is improved.	O1-1: Level of availability, functionality and compatibility of National Forest Information Systems (National Forest Database/Information Platform/Registry) of the Member States. O1-2: Level of quality, coverage and quantity of data and information across among the Member States in the SADC Regional Forest Information System (SADC-RFIS) O1-3: Level of Quality and Coverage of Forest Information of the SADC website and the Regional Forest Outlook.	O1-1: National Forest Information Systems and their data of the Member States. Reports to FAO, UNFCCC and Publications of the Member States on forests. O1-2: The SADC-RFIS and its data. O1-3: The SADC website and SADC Regional Forest Outlook.			
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.	O2: Level of integration of available information and technologies, and activities and capabilities of rural populations in the Action Plans/ Guidelines of national and local governments for Forest Fire Management	O2-2: The Forest Fire Management Action Plans of Member States on Websites (SADC-RFIS and etc.), booklets, and other publications.			
3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.	O3-1: Level of effectiveness, efficiency and operational practicality of the Developed draft of the Regional Guideline for Participatory Forest Management (PFM), including (1) Community Forests, (2) Protected Forests and (3) Industrial Forests(Plantations/ Concession Forests). O3-2: Effectiveness and efficiency of the activities of the ExpertSpecialist	O3-1: Final draft of the Regional Guidelines for Participatory Forest Management. O3-2: The Reports of the ExpertSpecialist Working Group on PFM.			
4. The capacity of the SADC Secretariat to coordinate the above 1 to 3 is improved.	O4-1: Effectiveness and efficiency of SADC Secretariat's coordination on Planning, Execution, Monitoring, Reporting, and Rearrangement of the activities, Evaluation the Project O4-2: Level of Advertisement, Use and Reflection of the knowledge acquired in the Project for further improvement of coordination for forest conservation and sustainable forest management of the Member States. O4-3: Employment of an Assistant Officer for Forest Programmes by	O4-1: Various Reports of SADC recorded and compiled by the Secretariat. O4-2: Perception of the Secretariat. by the Member States O4-3: Employment of an Assistant Officer for Forest Programmes; mainly on Forest Information, Forest Fire and Participatory Forest Management.			

Activities	Inputs		Pre-Conditions		
	The Japanese Side	The SADC Side			
1. The capacity of SADC Member States to enhance Forest Information System is improved.			*The SADC Secretariat appoints the Director of Food, Agriculture and Natural Resources Directorate as the Chair of the Joint Coordinating Committee (JCC) and the Project Director, and the Senior Officer in-charge of Forestry as the Project Manager and allocate their traveling expenses for the Project activities. *All the SADC Member States assign their directors of forestry or equivalent level senior officer as the focal points of the Project.		
1.1. Harmonize National Forest Information Systems of the Member States.	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
1.2. Develop/Modify the SADC Regional Forest Information System.					
1.3. Publicize the SADC Regional Forest Information.					
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.			<Issues and countermeasures>		
2.1. Integrate available information and technologies related to the activities and capabilities of national and local governments for prediction and avoidance of spreading, and extinguishing wildfires.	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
2.2. Integrate the activities and capabilities of rural populations to Forest Fire Management.					
2.3. Develop/Modify National Action Plans/Guidelines for Integrated Forest Fire Management.					
3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.					
3.1. Share and learn from good practices and lessons on Participatory Forest Management.	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
3.2. Activate the ExpertSpecialist Working Group on Participatory Forest Management.					
3.3. Develop the Regional Guideline for Participatory Forest Management.					
Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs.					
4.1. Strengthen coordination capacity of AFNRD of SADC Secretariat on Forest Information System, Forest Fire Management and Participatory Forest Management.	Advice and assistance. Cost of Implementation (Not including of the Secretariat). Printing cost of the Reports. Employment of a Technical Experts and train the person to play the role of an Assistant Officer of SADC Secretariat.	Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat. Employment of the JICA-trained person as an Assistant Program Officer of AFNRD of SADC Secretariat.			

Annex A: Logical Framework (Project Design Matrix : Tentative)

R/D Version 0:

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

Implementing Agency: SADC Secretariat and Member State Governments

Project Site: Gaborone, Botswana Pilot Site: To be decided

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
Overall Goal					
To contribute to the implementation of the Regional Forestry Strategy 2010-2020 and programmes in a more practical and more effective manner and to the Member States to develop/improve their National Policies/ Strategies/ Programmes on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: The practicality and effectiveness of the Regional Forest Strategy 2020-2030. OG2: Improved level of National Policy/ Strategy/ Programme on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: The SADC Regional Forestry Strategy 2010-2020. OG2: National Policy/ Strategy/ Programme of Member States on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: SADC and its Member States put equal importance on the socio-economic development and sustainable forest management. OG2: There are International Cooperation Partners (ICP) collaborating with SADC on forest conservation and sustainable management of forest resources in Southern		
Project Purpose					
To develop the capacity of SADC Secretariat and Member States for promoting forest conservation and sustainable management of forest resources.	PP1: Level of practicality, effectiveness and efficiency of the regional and national policies, strategies and programmes on Forest Information System. PP2: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Integrated Fire Management. PP3: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Participatory Forest Management	PP1: Reviews and revisions of SADC "Forestry Strategy", "REDD+ Programme", "Forest Fire Management", etc., and national policy, strategy, Programme and action plans based on improved information on forest and its resources of the Member States. PP2: Developed/Modified regional and Member States' national policies and programmes on Integrated Forest Management. PP3: Developed/Modified regional and Member States' national policies and programmes on	PP1: SADC continues to keep high priority on forest conservation and sustainable forest resource management. PP2: The MS Governments adopt the SADC's Regional Forestry Strategy and Programmes into their national policies. PP3: Bilateral/Multi-lateral cooperation among projects on forest of the Member States and the other International Cooperation Partners .		
Outputs					
1. The capacity of SADC Member States to enhance Forest Information System is improved.	O1-1: Level of availability, functionality and compatibility of National Forest Information Systems (National Forest Database/Information Platform/Registry) of the Member States. O1-2: Level of quality, coverage and quantity of data and information across among the Member States in the SADC Regional Forest Information System (SADC-RFIS) O1-3: Level of Quality and Coverage of Forest Information of the SADC website and the Regional Forest Outlook.	O1-1: National Forest Information Systems and their data of the Member States. Reports to FAO, UNFCCC and Publications of the Member States on forests. O1-2: The SADC-RFIS and its data. O1-3: The SADC website and SADC Regional Forest Outlook.			
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.	O2: Level of integration of available information and technologies, and activities and capabilities of rural populations in the Action Plans/ Guidelines of national and local governments for Forest Fire Management	O2-2: The Forest Fire Management Action Plans of Member States on Websites (SADC-RFIS and etc.), booklets, and other publications.			
3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.	O3-1: Level of effectiveness, efficiency and operational practicality of the Developed draft of the Regional Guideline for Participatory Forest Management (PFM), including (1) Community Forests, (2) Protected Forests and (3) Industrial Forests (Plantations/ Concession Forests). O3-2: Effectiveness and efficiency of the activities of the ExpertSpecialist	O3-1: Final draft of the Regional Guidelines for Participatory Forest Management. O3-2: The Reports of the ExpertSpecialist Working Group on PFM.			
4. The capacity of the SADC Secretariat to coordinate the above 1 to 3 is improved.	O4-1: Effectiveness and efficiency of SADC Secretariat's coordination on Planning, Execution, Monitoring, Reporting, and Rearrangement of the activities, Evaluation the Project O4-2: Level of Advertisement, Use and Reflection of the knowledge acquired in the Project for further improvement of coordination for forest conservation and sustainable forest management of the Member States. O4-3- Employment of an Assistant Officer for Forest Programmes by AFNRD of SADC Secretariat. O4-3: Improved level of Regional Policy/Strategy.	O4-1: Various Reports of SADC recorded and compiled by the Secretariat. O4-2: Perception of the Secretariat. by the Member States O4-3- Employment of an Assistant Officer for Forest Programmes; mainly on Forest Information: Forest Fire and Participatory Forest Management. O4-3: Revised SADC Regional Forestry Strategy.			

Activities	Inputs		Pre-Conditions		
	The Japanese Side	The SADC Side			
1. The capacity of SADC Member States to enhance Forest Information System is improved.			*The SADC Secretariat appoints the Director of Food, Agriculture and Natural Resources Directorate as the Chair of the Joint Coordinating Committee (JCC) and the Project Director, and the Senior Officer in-charge of Forestry as the Project Manager and allocate their traveling expenses for the Project activities. *All the SADC Member States assign their directors of forestry or equivalent level senior officer as the focal points of the Project.		
1.1. Harmonize National Forest Information Systems of the Member States.	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
1.2. Develop/Modify the SADC Regional Forest Information System.					
1.3. Publicize the SADC Regional Forest Information.					
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.			<Issues and countermeasures>		
2.1. Integrate available information and technologies related to the activities and capabilities of national and local governments for prediction and avoidance of spreading, and <u>extinguishing wildfires</u> .	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
2.2. Integrate the activities and capabilities of rural populations to Forest Fire Management.					
2.3. Develop/Modify National Action Plans/Guidelines for Integrated Forest Fire Management.					
3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.					
3.1. Share and learn from good practices and lessons on Participatory Forest Management.	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
3.2. Activate the <u>ExpertSpecialist</u> Working Group on Participatory Forest Management.					
3.3. Develop the Regional Guideline for Participatory Forest Management.					
Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs.					
4.1. Strengthen coordination capacity of AFNRD of SADC Secretariat on Forest Information System, Forest Fire Management and Participatory Forest Management.	Advice and assistance. Cost of Implementation (Not including of the Secretariat). Printing cost of the Reports. <u>Employment of a Technical Experts and train the person to play the role of an Assistant Officer of SADC Secretariat.</u>	Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat. <u>Employment of the JICA-trained person as an Assistant Program Officer of AENRD of SADC Secretariat.</u>			

Annex A: Logical Framework (Project Design Matrix : Tentative)

R/D Version 0:

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

Implementing Agency: SADC Secretariat and Member State Governments

Project Site: Gaborone, Botswana Pilot Site: To be decided

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To contribute to the implementation of the Regional Forestry Strategy 2010-2020 and programmes in a more practical and more effective manner and to the Member States to develop/improve their National Policies/ Strategies/ Programmes on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: The practicality and effectiveness of the Regional Forest Strategy 2020-2030. OG2: Improved level of National Policy/ Strategy/ Programme on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: The SADC Regional Forestry Strategy 2010-2020. OG2: National Policy/ Strategy/ Programme of Member States on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: SADC and its Member States put equal importance on the socio-economic development and sustainable forest management. OG2: There are International Cooperation Partners (ICP) collaborating with SADC on forest conservation and sustainable management of forest resources in Southern		
Project Purpose					
To develop the capacity of SADC Secretariat and Member States for promoting forest conservation and sustainable management of forest resources.	PP1: Level of practicality, effectiveness and efficiency of the regional and national policies, strategies and programmes on Forest Information System. PP2: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Integrated Fire Management. PP3: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Participatory Forest Management	PP1: Reviews and revisions of SADC "Forestry Strategy", "REDD+ Programme", "Forest Fire Management", etc., and national policy, strategy, Programme and action plans based on improved information on forest and its resources of the Member States. PP2: Developed/Modified regional and Member States' national policies and programmes on Integrated Forest Management. PP3: Developed/Modified regional and Member States' national policies and programmes on	PP1: SADC continues to keep high priority on forest conservation and sustainable forest resource management. PP2: The MS Governments adopt the SADC's Regional Forestry Strategy and Programmes into their national policies. PP3: Bilateral/Multi-lateral cooperation among projects on forest of the Member States and the other International Cooperation Partners.		
Outputs					
1. The capacity of SADC Member States to enhance Forest Information System is improved.	O1-1: Level of availability, functionality and compatibility of National Forest Information Systems (National Forest Database/Information Platform/Registry) of the Member States. O1-2: Level of quality, coverage and quantity of data and information across among the Member States in the SADC Regional Forest Information System (SADC-RFIS) O1-3: Level of Quality and Coverage of Forest information of the SADC website and the Regional Forest Outlook.	O1-1: National Forest Information Systems and their data of the Member States. Reports to FAO, UNFCCC and Publications of the Member States on forests. O1-2: The SADC-RFIS and its data. O1-3: The SADC website and SADC Regional Forest Outlook.			
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.	O2: Level of integration of available information and technologies, and activities and capabilities of rural populations in the Action Plans/ Guidelines of national and local governments for Forest Fire Management	O2-2: The Forest Fire Management Action Plans of Member States on Websites (SADC-RFIS and etc.), booklets, and other publications.			
3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.	O3-1: Level of effectiveness, efficiency and operational practicality of the Developed draft of the Regional Guideline for Participatory Forest Management (PFM), including (1) Community Forests, (2) Protected Forests and (3) Industrial Forests(Plantations/ Concession Forests). O3-2: Effectiveness and efficiency of the activities of the ExpertSpecialist	O3-1: Final draft of the Regional Guidelines for Participatory Forest Management. O3-2: The Reports of the ExpertSpecialist Working Group on PFM.			
4. The capacity of the SADC Secretariat to coordinate the above 1 to 3 is improved.	O4-1: Effectiveness and efficiency of SADC Secretariat's coordination on Planning, Execution, Monitoring, Reporting, and Rearrangement of the activities, Evaluation the Project O4-2: Level of Advertisement, Use and Reflection of the knowledge acquired in the Project for further improvement of coordination for forest conservation and sustainable forest management of the Member States. O4-3: Employment of an Assistant Officer for Forest Programmes by AFNRD of SADC Secretariat O4-3: Improved level of Regional Policy/Strategy.	O4-1: Various Reports of SADC recorded and compiled by the Secretariat. O4-2: Perception of the Secretariat by the Member States O4-3: Employment of an Assistant Officer for Forest Programmes, mainly on Forest information, Forest Fire and Participatory Forest Management. O4-3: SADC Regional Forestry Strategy 2020-2030.			

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Activities	Inputs		Pre-Conditions		
	The Japanese Side	The SADC Side			
1. The capacity of SADC Member States to enhance Forest Information System is improved.			*The SADC Secretariat appoints the Director of Food, Agriculture and Natural Resources Directorate as the Chair of the Joint Coordinating Committee (JCC) and the Project Director, and the Senior Officer in-charge of Forestry as the Project Manager and allocate their traveling expenses for the Project activities. *All the SADC Member States assign their directors of forestry or equivalent level senior officer as the focal points of the Project.		
1.1. Harmonize National Forest Information Systems of the Member States.	Cost of seminars, workshops or training, and Printing Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
1.2. Develop/Modify the SADC Regional Forest Information System.					
1.3. Publicize the SADC Regional Forest Information.					
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.			<Issues and countermeasures>		
2.1. Integrate available information and technologies related to the activities and capabilities of national and local governments for prediction and avoidance of spreading, and extinguishing wildfires.	Cost of seminars, workshops or training, and Printing Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
2.2. Integrate the activities and capabilities of rural populations to Forest Fire Management.					
2.3. Develop/Modify National Action Plans/Guidelines for Integrated Forest Fire Management.					
3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.					
3.1. Share and learn from good practices and lessons on Participatory Forest Management.	Cost of seminars, workshops or training, and Printing Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
3.2. Activate the ExpertSpecialist Working Group on Participatory Forest Management.					
3.3. Develop the Regional Guideline for Participatory Forest Management.					
Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs.					
4.1. Strengthen coordination capacity of AFNRD of SADC Secretariat on Forest Information System, Forest Fire Management and Participatory Forest Management.	Advice and assistance. Cost of Implementation (Not including of the Secretariat). Printing cost of the Reports. Employment of a Technical Experts and train the person to play the role of an Assistant Officer of SADC Secretariat.	Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat. Employment of the JICA-trained person as an Assistant Program Officer of AFNRD of SADC Secretariat.			
4.2. Elaborate Regional Forestry Strategy 2020-2030.	Assistance for elaboration of Regional Forestry Strategy 2020-2030	Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat.			

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PO (Plan of Operation)

Annex B: Plan of Operation (Tentative)

Date: **8SEP16**
Version 2 (2nd JCC)

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa		2015	2106	2017	2018	2019	2020
Inputs							
Japanese Experts							
Chief Advisor		Plan					
		Actual					
Project Coordinator		Plan					
		Actual					
Expert on Forest Management		Plan					
		Actual					
		Plan					
		Actual					
Equipment							
		Plan					
		Actual					
Training in Japan							
		Plan					
		Actual					
In-country/Third country Training							
		Plan					
		Actual					
		Plan					
		Actual					
Relevant JICA Projects in the Region							
<i>Botswana:</i>		Plan					
The Project for Enhancing National Forest Monitoring for Promotion of Sustainable Natural Resource (Jul.2013-Dec 2017)		Actual					
<i>Democratic Republic of Congo:</i>		Plan					
The Project for Strengthening National Forest Resources Monitoring System for Promoting Sustainable Forest Management and REDD+(May2012-May2015)		Actual					
<i>Madaqascar:</i>		Plan					
The Project of Integrated Approach Development in order to promote Environment Restoration and Rural Development in Morarano Chrome (Feb.2012-Feb.2016)		Actual					
<i>Malawi:</i>		Plan					
Advisor for Forestry Conservation Management (May2012-May2016)		Actual					
<i>Malawi:</i>		Plan					
Project for Promoting Catchment Management Activities in Middle Shire (Apr.2013-Mar.2017)		Actual					
<i>Mozambique:</i>		Plan					
Advisor for Strengthening of Forestry Management (Aug.2010-Aug.2016)		Actual					
<i>Mozambique:</i>		Plan					
Establishment of Sustainable Forest Resources Information Platform to accelerate the realization of a National REDD Strategy (Mar.2013-Mar.2018)		Actual					
<i>South Africa:</i>		Plan					
Earth Observation Advisor (Jun. 2014-2016)		Actual					
<i>COMIFAC:</i>		Plan					
Advisors for Strengthening of Biodiversity Conservation in Congo Basin (May 2011-May 2014)		Actual					
<i>COMIFAC:</i>		Plan					
Advisors for Strengthening of Sustainable Forest Management in Congo Basin (Apr.2011-Apr.2014)		Actual					
<i>COMIFAC:</i>		Plan					
Training in Japan on Capacity Building for Sustainable Management of Tropical Rainforests and Biodiversity Conservation in Congo Basin (Jan.2013-2015)		Actual					
<i>COMIFAC:</i>		Plan					
Project for Promotion of Conservation, Sustainable Use of Biodiversity and Climate Change Issues in COMIFAC Countries (Jul.2015-Jun.2020)		Actual					

Activities	SADC Forestry Strategy	2015	2106	2017	2018	2019	2020
Sub-Activities	SADC Programs on Forestry						
Output 1: The capacity of SADC Member States to enhance Forest Information System is improved.							
1.1. Harmonize National Forest Information Systems of the Member States.		Plan					
		Actual					
1.1.1. Study the available Forest Information Systems, kinds of information and needs in the Member States (MSs) as the baseline data.	<SADC Forestry Strategy> 6.2.5 To promote the assessment and monitoring 6.4.7. Forest assessments and information management	Plan					
1.1.2. Conduct workshops Expert working Group (EWG) to share, learn and harmonize National Forest Information Systems(NFIS), including ICT and space technologies, and draw Action Plans to develop/modify NFIS	8. Five year targets 8.6.(iii) Joint assessment and monitoring systems in use by 2014 for both forests and wildlife 8.7. Forest resource assessment and Database management	Actual					
1.1.3. Select the Action Plan of 1 of MSs as the pilot operation for developing/ modifying the NFIS under the Project.	*SADC Working Groups a) Forests for Climate Change Regulation, Water and Biodiversity b) Forest Production and Food Security c) Technology Transfer <A SADC Support Programme on Reducing Emissions from Deforestation and Forest Degradation (REDD)>	Plan					
1.1.4. Training on advanced systems in Japan and/or Asia		Revise					
1.1.5.1 Training on GIS/ Remort Sencing in Botswana as a part of Implementation of Action Plan		Plan					
1.1.5.2 Implement the selected Action Plan in MSs.		Actual					
1.1.6. Conduct a workshop EWG to share the developed model NFIS and harmonize further the NFISs and reflect the newly collected information to national policies and programmes of MS.		Plan					
1.1.7. Connect with and feed information of the NFISs to the Regional System.		Revise					
1.2. Develop the SADC Regional Forest Information System.		Plan					
		Actual					
1.2.1. Study the existing regional forest information system as the baseline data.	<SADC Forestry Strategy> 6.3.i) A regional data base	Plan					
1.2.2. Conduct workshop EWG for defining the kind of information and their criteria, and aggregation mechanism for the SADC Regional Forest Information System	6.4.7 Forest assessment and information management 6.4.8.	Actual					
1.2.3. Develop/Modify the SADC-REIS		Plan					

Annex B: **Plan of Operation (Tentative)**

Version 4.1 (updated at 4th JCC)

Date: Feb 2018

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

Legend ■ initial plan ■ actual result ■ updated future plan

Inputs			2015	2016	2017	2018	2019	2020
Japanese Experts								
Chief Advisor	Plan		■	■	■	■	■	■
	Update		■	■	■	■	■	■
Project Coordinator	Plan		■	■	■	■	■	■
	Update		■	■	■	■	■	■
Expert on Forest Management	Plan		■	■	■	■	■	■
	Update		■	■	■	■	■	■
Short-term Experts (FIS, FFM, PFM)	Plan			■	■	■	■	■
	Update			■	■	■	■	■
Equipment								
	Plan							
	Update							
Training in Japan								
	Plan			■	■	■	■	■
	Update			■				
In-country/Third country Training								
	Plan							
	Update							
Relevant JICA Projects in the Region								
<i>Botswana:</i> The Project for Enhancing National Forest Monitoring for Promotion of Sustainable Natural Resource (Jul.2013-Dec 2017)		Plan	■					
		Update						
<i>Democratic Republic of Congo:</i> The Project for Strengthening National Forest Resources Monitoring System for Promoting Sustainable Forest Management and REDD+(May2012-May2015)		Plan						
		Update						
<i>Madagascar:</i> The Project of Integrated Approach Development in order to promote Environment Restoration and Rural Development in Morarano Chrome (Feb.2012-Feb.2016)		Plan	■					
		Update						
<i>Malawi:</i> Advisor for Forestry Conservation Management (May2012-May2016)		Plan	■					
		Update						
<i>Malawi:</i> Project for Promoting Catchment Management Activities in Middle Shire (Apr.2013-Mar.2017)		Plan	■					
		Update						
<i>Mozambique:</i> Advisor for Strengthening of Forestry Management (Aug.2010-Aug.2016)		Plan	■					
		Update						
<i>Mozambique:</i> Establishment of Sustainable Forest Resources Information Platform to accelerate the realization of a National REDD Strategy (Mar.2013-Mar.2018)		Plan	■					
		Update						
<i>South Africa:</i> Earth Observation Advisor (Jun. 2014-2016)		Plan	■					
		Update						
<i>COMIFAC:</i> Advisors for Strengthening of Biodiversity Conservation in Congo Basin (May 2011-May 2014)		Plan						
		Update						
<i>COMIFAC:</i> Advisors for Strengthening of Sustainable Forest Management in Congo Basin (Apr.2011-Apr.2014)		Plan	■					
		Update						
<i>COMIFAC:</i> Training in Japan on Capacity Building for Sustainable Management of Tropical Rainforests and Biodiversity Conservation in Congo Basin (Jan.2013-2015)		Plan						
		Update						
<i>COMIFAC:</i> Project for Promotion of Conservation, Sustainable Use of Biodiversity and Climate Change Issues in COMIFAC Countries (Jul.2015-Jun.2020)		Plan	■					
		Update						

Activities	Remarks	2015	2016	2017	2018	2019	2020
Sub-Activities							

Output 1: The capacity of SADC Member States to enhance Forest Information System is improved.							
1.1. Harmonize National Forest Information Systems of the Member States.							
1.1.1. Study the available Forest Information Systems, kinds of information and needs in the Member States (MSs) as the baseline data.	Plan		■				
	Update		■				
1.1.2. Conduct workshops to share, learn and harmonize National Forest Information Systems(NFIS), including ICT and space technologies, and draw Action Plans to develop/modify NFIS.	Plan			■	■		
	Update						
1.1.3. Select the Action Plan of 1 of MSs as the pilot operation for developing/modifying the NFIS under the Project.	Plan			■			
	Delete						
1.1.4. Training on advanced systems in <u>Japan</u> and/or Asia.	Plan			■		■	
	Update					■	
1.1.4. Training on advanced systems in <u>Africa</u> and/or Asia.	Update					■	
	Plan						
1.1.5. Implement the selected Action Plan in MSs.	Plan						
	Update						
1.1.6. Conduct a workshop to share the developed model NFIS and harmonize further the NFISs and reflect the newly collected	Plan						
	Delete						

Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs is improved.

4.1. Strengthen coordination capacity of AFNRD of SADC Secretariat on above 3 Output fields.	Plan	[Timeline for 4.1 overall]											
	Update	[Timeline for 4.1 overall]											
4.1.1. Collect the baseline data, and Study the cases of Japan and/or ASEAN	Plan	[Timeline]			[Timeline]								
	Update	[Timeline]				[Timeline]							
4.1.2. Coordinate planning, execution, monitoring, rearrangement of activities under the Project ,and evaluation of the Project, and completion of the reports.	Plan	[Timeline]											
	Update	[Timeline]											
4.1.3. Employ and train a person for the Technical Assistant of JICA Expert Team to be able to play the role of an Assistant Officer in-charge of forest by AFNRD of SADC Secretariat.	Plan	[Timeline]											
	Update	[Timeline]											
4.1.4. SADC Secretariat employs the person trained by this project as an Assistant Officer in-charge of forest by AFNRD of SADC Secretariat.	Plan	[Timeline]											
	Update	[Timeline]											
4.1.5. Use and reflect the knowledge acquired in the Project for further improvement of coordination for forest conservation and sustainable forest management including the evaluation and revision of the Regional Forest Strategy 2010-2020 and the policies of the MSs.	Plan	[Timeline]											
	Update	[Timeline]											
Duration / Phasing		[Timeline]											
		[Timeline]											

Monitoring Plan		2015	2016	2017	2018	2019	2020
Monitoring		[Timeline]					
Set-up the Detailed Plan of Operation	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Joint Monitoring	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Submission of Monitoring Sheet	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Joint Coordination Committee	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Post Monitoring	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Reports/Documents		[Timeline]					
Mid-Term Review Report	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Project Completion Report	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Public Relations		[Timeline]					
Project Website (Blog), Facebook	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Reporting at International Conferences/Meetings/Symposiums/Seminars/Workshops (WFC, KAZA)	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
SADC-Regional Forest Outlook	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
Website of the Regional Forest Information System	Plan	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]
	Actual	[Y]	[Y]	[Y]	[Y]	[Y]	[Y]

Annex B: Plan of Operation (Tentative)

Version 4.2 (draft as of June 2018)

Date: Jun 2018

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

Legend ■ initial plan ■ actual result ■ updated future plan

Inputs			2015	2016	2017	2018	2019	2020
Japanese Experts								
Chief Advisor	Plan		[Yellow bar]					
	Update		[Blue bar]					
Project Coordinator	Plan		[Yellow bar]					
	Update		[Blue bar]					
Expert on Forest Management	Plan		[Yellow bar]					
	Update		[Blue bar]					
Short-term Experts (FIS, FFM, PFM)	Plan		[Yellow bar]					
	Update		[Blue bar]					
Equipment								
	Plan							
	Update							
Training in Japan								
	Plan			[Yellow]	[Yellow]	[Yellow]	[Yellow]	[Yellow]
	Update			[Blue]				
In-country/Third country Training								
	Plan							
	Update							

Relevant JICA Projects in the Region			2015	2016	2017	2018	2019	2020
Botswana:								
The Project for Enhancing National Forest Monitoring for Promotion of Sustainable Natural Resource (Jul.2013-Dec 2017)	Plan		[Yellow bar]					
	Update							
Democratic Republic of Congo:								
The Project for Strengthening National Forest Resources Monitoring System for Promoting Sustainable Forest Management and REDD+(May2012-May2015)	Plan							
	Update							
Madagascar:								
The Project of Integrated Approach Development in order to promote Environment Restoration and Rural Development in Morarano Chrome (Feb.2012-Feb.2016)	Plan		[Yellow]					
	Update							
Malawi:								
Advisor for Forestry Conservation Management (May2012-May2016)	Plan		[Yellow]					
	Update							
Malawi:								
Project for Promoting Catchment Management Activities in Middle Shire (Apr.2013-Mar.2017)	Plan		[Yellow bar]					
	Update							
Mozambique:								
Advisor for Strengthening of Forestry Management (Aug.2010-Aug.2016)	Plan		[Yellow]					
	Update							
Mozambique:								
Establishment of Sustainable Forest Resources Information Platform to accelerate the realization of a National REDD Strategy (Mar.2013-Mar.2018)	Plan		[Yellow bar]					
	Update							
South Africa:								
Earth Observation Advisor (Jun. 2014-2016)	Plan		[Yellow]					
	Update							
COMIFAC:								
Advisors for Strengthening of Biodiversity Conservation in Congo Basin (May 2011-May 2014)	Plan							
	Update							
COMIFAC:								
Advisors for Strengthening of Sustainable Forest Management in Congo Basin (Apr.2011-Apr.2014)	Plan		[Yellow bar]					
	Update							
COMIFAC:								
Training in Japan on Capacity Building for Sustainable Management of Tropical Rainforests and Biodiversity Conservation in Congo Basin (Jan.2013-2015)	Plan							
	Update							
COMIFAC:								
Project for Promotion of Conservation, Sustainable Use of Biodiversity and Climate Change Issues in COMIFAC Countries (Jul.2015-Jun.2020)	Plan		[Yellow bar]					
	Update							

Activities		Remarks	2015	2016	2017	2018	2019	2020
Sub-Activities								
Output 1: The capacity of SADC Member States to enhance Forest Information System is improved.								
1.1. Harmonize National Forest Information Systems of the Member States.								
1.1.1. Study the available Forest Information Systems, kinds of information and needs in the Member States (MSs) as the baseline data.	Plan		[Yellow]					
	Update		[Blue]					
1.1.2. Training on advanced systems in Africa and/or Asia.	Plan	Revised by the 4th JCC			[Yellow]			
	Update						[Cyan]	
1.2. Develop the SADC Regional Forest Information System.								
1.2.1. Study the existing regional forest information system as the baseline data.	Plan				[Yellow]			
	Update		[Blue]					
1.2.2. Conduct EWG for defining the kind of information and their criteria, and aggregation mechanism for the SADC Regional Forest Information System (RFIS).	Plan	Revised by the 3rd JCC				[Yellow]		
	Update			[Blue]	[Blue]	[Blue]	[Cyan]	[Cyan]
1.2.3. Develop/Modify the SADC-RFIS.	Plan					[Yellow]		
	Update					[Cyan]	[Cyan]	[Cyan]
1.2.4. Collect and record available national forest information and consolidate it into the SADC-Regional Forest Information System.	Plan						[Yellow]	[Yellow]
	Update					[Cyan]	[Cyan]	[Cyan]

1.2.5. Analyze collected information and reflect on revision of the SADC-Regional Forestry Strategy and other programmes.		Plan													██████████		
		Update													██████████		
1.3. Publicize the SADC Regional Forest Information.																	
1.3.1. Make some parts of the Regional Forest Information public on the SADC website.		Plan													██████████		
		Update													██████████		
1.3.2. Issue annually the SADC Regional Forest Outlook with parts of the Regional Forest Information.		Plan													█	█	
		Update														█	█
	Added by the 3rd JCC	Plan														█	
		Update														█	
1.4. Develop the capabilities on SADC Forest Information System.																	
1.4.1 Conduct basic and advanced training on GIS/ WAMIS data	Revised by the 3rd JCC	Plan														█	
		Update															█
1.4.2. Conduct follow-up training for countries that do not have forest information system in place	Revised by the 3rd JCC	Plan															█
		Update															█
1.4.3. Conduct training for RFIS	Added by the 3rd JCC	Plan															█
		Update															█
1.4.4. Prepare financial and technical arrangement for annual/continuous publication of the SADC Regional Forest Outlook		Plan															
		Update															
1.4.5. Prepare financial and technical arrangement for maintenance and updating of the SADC Forestry Portal Site on the SADC Website		Plan															
		Update															

Activities	Remarks	2015	2016	2017	2018	2019	2020
Sub-Activities							
Output 2: The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.							
2.1. Integrate available information and technologies related to the activities and capabilities of national and local governments for prediction and avoidance of spreading, and extinguishing wildfires.							
2.1.1. Study available information and technologies, and feasible operations to further integrate them to national and local activities as the baseline data.		Plan					
		Update					
2.1.2. Conduct basic and advanced training	Revised by the 4th JCC	Plan					
		Update					
2.1.3. Conduct General Training on forest fire management	Added by the 4th JCC	Plan					
		Update					
2.2. Integrate the activities and capabilities of rural populations to Forest Fire Management.							
2.2.1. Study successful Community Based Forest Fire Management, trans-boundary agreements, and other practices integrating rural populations in forest fire management and the baseline data.		Plan					
		Update					
2.2.2. Conduct EWG to share and learn about the good practices of controlling wildfire by integrating rural populations	Revised by the 3rd JCC	Plan					
		Update					
2.2.3. Study good practices and approaches in Africa and/or Asia	Revised by the 3rd JCC	Plan					
		Update					
2.2.4. Conduct training on Awareness and Transboundary Fire Management Course	Added by the 4th JCC	Plan					
		Update					
2.3. Develop/Modify Regional and Cross-boundary Guidelines for Integrated Forest Fire Management.							
2.3.1. Conduct EWGs to modify the Regional and Cross-boundary Forest Fire Management Guidelines integrating information, technologies and rural populations.	Revised by the 3rd JCC	Plan					
		Update					
2.3.2. Compile and publish the guidelines of MSs Regional and Cross-boundary Forest Fire Management Guidelines on the website (SADC-RFIS) and as a booklet.		Plan					
		Update					

Activities	Remarks	2015	2016	2017	2018	2019	2020
Sub-Activities							
Output 3: The capacity of the SADC Member States to enhance Participatory Forest Management is improved.							
3.1. Share and learn from good practices and lessons on Participatory Forest Management.							
3.1.1. Study and compile good practices and needs on Participatory Forest Management (PFM) as the baseline data.		Plan					
		Update					
3.1.2. Organize workshops to share and learn from good practices and lessons, approaches and methodologies.		Plan					
		Update					
3.1.3. Study good practices and approaches in Africa and Asia	Revised by the 3rd JCC	Plan					
		Update					
3.2. Activate the Expert Working Group on Participatory Forest Management							

Activity	Remarks	2015	2016	2017	2018	2019	2020
3.2. Activate the Expert working Group on Participatory Forest Management	by the 3rd JCC						
3.2.1. Design and form EWG on PFM.	Revised by the 3rd JCC	Plan					
		Update					
3.2.2. Perform functions of EWG	Revised by the 3rd JCC	Plan					
		Update					
3.3. Develop the Regional Guideline for Participatory Forest Management							
3.3.1. Draft a regional Guideline on PFM including (1) Community Forests, (2) Protected Forests including national parks and forest reserves, and (3) Industrial Forestry (Plantations / Concessions).		Plan					
		Update					
3.3.2. Conduct EWG to develop final draft of the Regional Guideline for PFM	Revised by the 3rd JCC	Plan					
		Update					
3.3.3. Conduct Skill-up training	Added by the 3rd JCC	Plan					
		Update					
3.3.4. Develop Data Base	Added by the 3rd JCC	Plan					
		Update					
3.3.5. Conduct Data Base Training	Added by the 3rd JCC	Plan					
		Update					
3.3.6. Develop Action Plan for enhancement of Participatory Forest Management in each MS.	Added by the 3rd JCC	Plan					
		Update					
3.3.7. Give guidance for External Fund acquisition	Added by the 3rd JCC	Plan					
		Update					
3.3.8. Compile and publish the guidelines of MSs Regional Guideline and Data Base for PFM on the website (SADC-RFIS) and as a booklet.	Added by the 3rd JCC	Plan					
		Update					

Activities	Remarks	2015	2016	2017	2018	2019	2020
Sub-Activities							

Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs is improved.							
Activities	Remarks	2015	2016	2017	2018	2019	2020
4.1. Strengthen coordination capacity of AFNRD of SADC Secretariat on above 3 Output fields.		Plan					
		Update					
4.1.1. Collect the baseline data, and Study the cases of Japan and/or ASEAN		Plan					
		Update					
4.1.2. Coordinate planning, execution, monitoring, rearrangement of activities under the Project ,and evaluation of the Project, and completion of the reports.		Plan					
		Update					
4.1.3. Employ and train a person for the Technical Assistant of JICA Expert Team to be able to play the role of an Assistant Officer in-charge of forest by AFNRD of SADC Secretariat.		Plan					
		Update					
4.1.4. SADC Secretariat employs the person trained by this project as an Assistant Officer in-charge of forest by AFNRD of SADC Secretariat.		Plan					
		Update					
4.1.5. Use and reflect the knowledge acquired in the Project for further improvement of coordination for forest conservation and sustainable forest management including the evaluation and revision of the Regional Forest Strategy 2010-2020 and the policies of the MSs. →4.2.1^		Plan					
		Update					
4.2. Prepare draft of the Regional Forest Strategy 2020-2030 by using and reflecting the knowledge acquired in the Project .		Plan					
		Update					
4.2.1. Use and reflect the knowledge acquired in the Project for the evaluation and revision of the Regional Forest Strategy 2010-2020		Plan					
		Update					
4.2.2. Prepare draft of the Regional Forest Strategy 2020-2030 by using and reflecting the knowledge acquired in the Project		Plan					
		Update					
Duration / Phasing →削除可?		Plan					
		Actual					

Monitoring Plan		2015	2016	2017	2018	2019	2020
Monitoring	Actual						
Set-up the Detailed Plan of Operation	Plan						
	Actual						
Joint Monitoring	Plan						
	Actual						
Submission of Monitoring Sheet	Plan						
	Actual						
Joint Coordination Committee	Plan						
	Actual						
Post Monitoring	Plan						
	Actual						
Reports/Documents	Actual						
Mid-Term Review Report	Plan						
	Actual						
Project Completion Report	Plan						
	Actual						
Public Relations	Actual						
Project Website (Blog), Facebook	Plan						
	Actual						
Reporting at International Conferences/Meetings/Symposiums/Seminars/Workshops (WFC, KAZA)	Plan						

Annex B: **Plan of Operation (Tentative)**

Version 5.0 (For 5th JCC)

Date: May 2019

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

Legend ■ initial plan ■ actual result ■ updated future plan

Inputs			2015	2016	2017	2018	2019	2020
Japanese Experts								
Chief Advisor	Plan		■	■	■	■	■	■
	Update		■	■	■	■	■	■
Project Coordinator	Plan		■	■	■	■	■	■
	Update		■	■	■	■	■	■
Expert on Forest Management	Plan		■	■	■	■	■	■
	Update		■	■	■	■	■	■
Short-term Experts (FIS, FFM, PFM)	Plan			■	■	■	■	■
	Update			■	■	■	■	■
Equipment								
	Plan							
	Update							
Training in Japan								
	Plan		■	■	■	■	■	■
	Update		■	■	■	■	■	■
In-country/Third country Training								
	Plan							
	Update							

Activities	Remarks	2015	2016	2017	2018	2019	2020
Sub-Activities							

Output 1: The capacity of SADC Member States to enhance Forest Information System is improved.

1.1. Harmonize National Forest Information Systems of the Member States.								
1.1.1. Study the available Forest Information Systems, kinds of information and needs in the Member States (MSs) as the baseline data.	Plan		■					
	Update		■					
1.1.2. Conduct workshops to share, learn and harmonize National Forest Information Systems(NFIS), including ICT and space technologies, and draw Action Plans to develop/modify NFIS.	Plan			■	■			
	Update			■	■			
1.1.3. Select the Action Plan of 1 of MSs as the pilot operation for developing/modifying the NFIS under the Project.	Plan			■				
	Delete			■				
1.1.4. Training on advanced systems in <u>Africa</u> and/or Asia.	Plan					■		
	Update					■		
1.1.5. Implement the selected Action Plan in MSs.	Plan							
	Update							
1.1.6. Conduct a <u>workshop</u> to share the developed model NFIS and harmonize further the NFISs and reflect the newly collected information to national policies and programmes of MS.	Plan						■	
	Update						■	
1.1.7. Connect with and feed information of the NFISs to the Regional System.	Plan							■
	Update							■
1.2. Develop the SADC Regional Forest Information System.								
1.2.1. Study the existing regional forest information system as the baseline data.	Plan				■			
	Update		■					
1.2.2. Conduct EWG for defining the kind of information and their criteria, and aggregation mechanism for the SADC Regional Forest Information System (RFIS).	Plan					■		
	Update			■	■	■	■	■
1.2.3. Develop/Modify the SADC-RFIS.	Plan					■		
	Update					■	■	■
1.2.4. Collect and record available national information and consolidate into the SADC-Regional Forest Information.	Plan						■	■
	Update						■	■
1.2.5. Analyze collected information and reflect on revision of the SADC-Regional Forestry Strategy and other programmes.	Plan							■
	Update							■
1.3. Publicize the SADC Regional Forest Information.								
1.3.1. Make some parts of the Regional Forest Information public on the SADC website.	Plan							■
	Update							■
1.3.2. Issue annually the SADC Regional Forest Outlook with parts of the Regional Forest Information.	Plan						■	■
	Update						■	■
1.3.3. Publicize the Portal Site on the SADC Website	Plan							■
	Update						■	■
1.4. Develop the capabilities on SADC Forest Information System.								
1.4.1 Conduct basic and advanced training on GIS/ WAMIS data	Plan			■	■			
	Update			■	■			
1.4.2. Conduct follow-up training for countries that do not have forest information system in place	Plan						■	■
	Update						■	■

3.2. Activate the <u>Expert Working Group</u> on Participatory Forest Management		Revised by 3rd JCC									
3.2.1. Design and form EWG on PFM.	Revised by 3rd JCC	Plan	[Yellow bar]								
		Update	[Blue bar]								
3.2.2. Perform functions of EWG	Revised by 3rd JCC	Plan	[Yellow square]	[Yellow square]	[Yellow square]	[Yellow square]	[Yellow square]	[Yellow square]	[Yellow square]	[Yellow square]	[Yellow square]
		Update	[Blue square]	[Blue square]	[Blue square]	[Blue square]	[Blue square]	[Blue square]	[Blue square]	[Blue square]	[Blue square]
3.3. Develop the Regional Guideline for Participatory Forest Management											
3.3.1. Draft a regional Guideline on PFM including (1) Community Forests, (2) Protected Forests including national parks and forest reserves, and (3) Industrial Forestry (Plantations / Concessions).		Plan	[Yellow bar]								
		Update	[Blue bar]								
3.3.2. Select <u>1 Action Plan</u> as the Pilot Operation.	Deleted by 3rd JCC	Plan	[Black bar]								
		Delete	[Grey bar]								
3.3.3. Implement the Pilot Operation in MSs according to the draft of Guideline.	Deleted by 3rd JCC	Plan	[Black bar]								
		Delete	[Grey bar]								
3.3.4. Conduct EWG to develop final draft of the Regional Guideline for PFM	Revised by 3rd JCC	Plan						[Yellow square]			[Yellow square]
		Update						[Blue square]			[Blue square]
3.3.5. Conduct Skill-up training	Added by 3rd JCC	Plan						[Yellow square]			[Yellow square]
		Update						[Blue square]			[Blue square]
3.3.6. Develop Data Base	Added by 3rd JCC	Plan			[Yellow bar]						
		Update			[Blue bar]						
3.3.7. Conduct Data Base Training	Added by 3rd JCC	Plan						[Yellow square]			[Yellow square]
		Update						[Blue square]			[Blue square]
3.3.8. Develop Action Plan	Added by 3rd JCC	Plan						[Yellow square]			[Yellow square]
		Update						[Blue bar]			[Blue bar]
3.3.9. Guidance for External Fund	Added by 3rd JCC	Plan			[Yellow square]			[Yellow square]			[Yellow square]
		Update			[Blue square]			[Blue bar]			[Blue bar]
3.3.10. Compile and publish the guidelines of MSs on the website (SADC-RFIS) and as a booklet.	Added by 3rd JCC	Plan									[Yellow bar]
		Update									[Blue bar]

Activities	Remarks	2015	2016	2017	2018	2019	2020
Sub-Activities							

Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs is improved.

4.1. Strengthen coordination capacity of AFNRD of SADC Secretariat on above 3 Output fields.		Plan									
		Update									
4.1.1. Collect the baseline data, and Study the cases of Japan and/or ASEAN		Plan		[Yellow square]							
		Update		[Blue square]	[Blue square]						
4.1.2. Coordinate planning, execution, monitoring, rearrangement of activities under the Project, and evaluation of the Project, and completion of the reports.		Plan	[Yellow bar]								
		Update	[Blue bar]								
4.1.3. Employ and train a person for the Technical Assistant of JICA Expert Team to be able to play the role of an Assistant Officer in-charge of forest by AFNRD of SADC Secretariat.	will be Deleted by 5th JCC	Plan	[Yellow bar]								
		Update	[Grey bar]								
4.1.4. SADC Secretariat employs the person trained by this project as an Assistant Officer in-charge of forest by AFNRD of SADC Secretariat.	will be Deleted by 5th JCC	Plan					[Yellow bar]				
		Update					[Blue bar]				
4.1.5. Use and reflect the knowledge acquired in the Project for further improvement of coordination for forest conservation and sustainable forest management including the evaluation and revision of the Regional Forest Strategy 2010-2020 and the policies of the MSs		Plan					[Yellow bar]				
		Update					[Blue bar]				
Duration / Phasing		Plan									
		Actual									

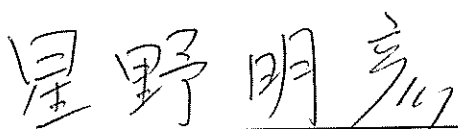
Monitoring Plan		Actual	2015	2016	2017	2018	2019	2020
Monitoring								
Set-up the Detailed Plan of Operation	Plan	[Yellow bar]						
	Actual	[Blue bar]						
Joint Monitoring	Plan	[Yellow bar]						
	Actual	[Blue bar]						
Submission of Monitoring Sheet	Plan	[Yellow bar]						
	Actual	[Blue bar]						
Joint Coordination Committee	Plan	[Yellow bar]						
	Actual	[Blue bar]						
Post Monitoring	Plan	[Yellow bar]						
	Actual	[Blue bar]						
Reports/Documents								
Mid-Term Review Report	Plan	[Yellow bar]						
	Actual	[Blue bar]						
Project Completion Report	Plan	[Yellow bar]						
	Actual	[Blue bar]						
Public Relations								
Project Website (Blog), Facebook	Plan	[Yellow bar]						
	Actual	[Blue bar]						
Reporting at International Conferences/Meetings/Symposiums/Seminars/Workshops (WFC, KAZA)	Plan	[Yellow bar]						
	Actual	[Blue bar]						

ANNEX4 RD, MM, Minutes of JCC

Annex 4.1 RD

RECORD OF DISCUSSIONS
ON
PROJECT FOR FOREST CONSERVATION AND
SUSTAINABLE MANAGEMENT OF FOREST RESOURCES
IN
SOUTHERN AFRICA
AGREED UPON BETWEEN
SOUTHERN AFRICAN DEVELOPMENT COMMUNITY
AND
JAPAN INTERNATIONAL COOPERATION AGENCY

Gaborone, 26 September 2014


Akihiko Hoshino
Chief Representative,
JICA Botswana Office


Dr. Thembinkosi MHLONGO,
Deputy Executive Secretary for
Regional Integration
Southern African Development
Community
Representing SADC

In response to the official request of Southern African Development Community (hereinafter referred to as "SADC") to the Government of Japan, the Japan International Cooperation Agency (hereinafter referred to as "JICA") held a series of discussions with SADC to develop a detailed plan of the Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa (hereinafter referred to as "the Project").

Both parties agreed to the details of the Project and main points discussed as described in the Appendix 1 and the Appendix 2, respectively, and to request their respective authorities to proceed with the necessary procedures for implementation of the Project.

Both parties also agreed that SADC Secretariat, the counterpart to JICA, will be responsible for the implementation of the Project in cooperation with JICA, coordinate with SADC Member States and ensure that the self-reliant operation of the Project is sustained during and after the implementation period in order to contribute toward social and economic development of SADC Member States.

The Project will be implemented within the framework of the Note Verbales to be exchanged between the Government of Japan (hereinafter referred to as "GOJ") and SADC.

The effectiveness of the record of discussions is subject to the exchange of the Note Verbales and the approval of both JICA and the SADC Secretariat.

Appendix 1: Project Description

Appendix 2: Main Points Discussed

PROJECT DESCRIPTION

I. BACKGROUND

Forest area plays important roles for human beings and the environment: the provision of daily commodities (timber, firewood, non-timber forest products (NTFP), etc.), soil conservation, habitats for flora and fauna, and absorption of carbon dioxide. On the other hand, poverty is a serious problem in Southern Africa where 40% of the population lives on less than one dollar per day with high population increase, over 2.4%/year (SADC, 2010; FAO, 2010). Approximately 62% of natural forests in Southern Africa are dry woodlands called Miombo. In addition to the high value of commercial Miombo wood products, Miombo has also great value for local people, as dry season fodder, fuel wood, and NTFP for subsistence and industry uses.

However, forests in the region are not well managed due to low levels of governance and state budget limitations. In particular, the situation of forest fire in Africa is the worst in the world; 8% of forest area is annually damaged by fire in Africa (SADC, 2010). Since it is generally agreed that major causes of forest fires are human-induced, integrated fire management with local participation that includes the introduction of a fire information system and forest management should be promoted. This would directly and appropriately contribute to the improvement of the livelihood of local people and addressing both mitigation and adaptation to climate change.

The SADC treaty stipulates that SADC commits the Member States to promote common political values, systems, and other shared values through regional integration. The SADC forestry strategy 2010–2020 highlights use of forest resources for food security, enhancing participatory forest management, cooperation on fire management, and needs of forest data for better management.

In that context, SADC Regional Stakeholder Workshop co-hosted by SADC, JICA and GIZ was held in February 2013 in Johannesburg, South Africa, attended by 14 SADC Member States. SADC Member States welcomed the ideas of regional cooperation on forestry, and shared a common view that it would be appropriate to focus on: i) forest information system; ii) integrated fire management; and iii) participatory forest management, as potential priority areas for regional cooperation on forestry to be supported by JICA. In along with the result of the Workshop, SADC requested the Government of Japan (hereinafter referred to as "GOJ") to cooperate on the Project in Aug 2013. Following the GOJ's acceptance of the request, JICA dispatched a mission to discuss the details of the Project with SADC Secretariat in May 2014.

SADC comprises 15 member states (hereinafter jointly referred to as "SADC Member States"); Angola, Botswana, Democratic Republic of Congo, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Swaziland, Tanzania, Zambia and Zimbabwe as of April 2014.

II. OUTLINE OF THE PROJECT

Details of the Project are described in the Logical Framework (Project Design Matrix: PDM) (Annex A) and the tentative Plan of Operation (Annex B).

1. Title of the Project

Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

2. Overall Goal

To contribute to the implementation of the Regional Forestry Strategy 2010-2020 and programmes in a more practical and more effective manner and to the Member States to develop/improve their National Policies/ Strategies/ Programmes on Forest Information System, Forest Fire Management and Participatory Forest Management.

3. Project Purpose

To develop the capacity of the SADC Secretariat and Member States for promoting forest conservation and sustainable management of forest resources.

4. Outputs

- 4-1 The capacity of SADC Member States to enhance Forest Information System is improved.
- 4-2 The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.
- 4-3 The capacity of the SADC Member States to enhance Participatory Forest Management is improved.
- 4-4 The capacity of the SADC Secretariat to coordinate the above 1 to 3 is improved.

5. Activities

(1) Forest Information System

- 5-1-1 Harmonize National Forest Information Systems of the Member States
- 5-1-2 Develop/Modify the SADC Regional Forest Information System
- 5-1-3 Publicize the SADC Regional Forest Information

(2) Integrated Forest Fire Management

- 5-2-1 Integrate available information and technologies related to the activities and capabilities of national and local governments for prediction and avoidance of spreading, and extinguishing wildfires
- 5-2-2 Integrate the activities and capabilities of rural populations to Forest Fire Management
- 5-2-3 Develop/Modify National Action Plans for Integrated Forest Fire Management

(3) Participatory Forest Management

- 5-3-1 Share and learn from good practices and lessons on Participatory Forest Management
- 5-3-2 Activate the Specialist Working Group on Participatory Forest Management
- 5-3-3 Develop the Regional guideline for Participatory Forest Management

(4) Capacity Development of SADC Secretariat

- 5-4-1 Strengthen coordination capacity

6. Input

(1) Input by JICA

- (a) Dispatch of Experts
 - i. Long-term experts: Chief advisor, forest management, and project coordination
 - ii. Short-term experts: In the areas of forest fire management, remote sensing, REDD+, participatory forest management, etc.
- (b) Training
 - i. Training in Japan
 - ii. Training/workshop in SADC member states
- (c) Office equipment such as computers and printers.
- (d) Machinery and Equipment: To be determined

In case of importation, the machinery, equipment and other materials under II-6 (1) (c) above will become the property of the relevant governmental body of SADC Member States upon being delivered C.I.F. (cost, insurance and freight) to the State's authorities concerned at the ports and/or airports of disembarkation.

Input other than indicated above will be determined through mutual consultations between JICA and SADC during the implementation of the Project, as necessary.

(2) Input by SADC

SADC will take necessary measures to provide at its own expense:

- (a) Services of SADC's counterpart personnel and administrative personnel as referred to in II-7;
- (b) Suitable office space with furniture only;
- (c) Information as well as support in obtaining medical service;
- (d) Credentials or identification cards;
- (e) Available data (including maps and photographs) and information related to the Project;
- (f) Running expenses necessary for the implementation of the Project;
- (g) Necessary facilities to the JICA experts for the remittance as well as utilization of the funds introduced into Botswana/SADC Member States from Japan in connection with the implementation of the Project

7. Implementation Structure

The Project organization chart is given in the Annex C. The roles and assignments of relevant organizations are as follows:

(1) SADC

- (a) Project Director: Director of Food, Agriculture and Natural Resources Directorate will be responsible for overall management of the Project.
- (b) Project Manager: Senior Program Officer of Natural Resources Management of the Directorate will act as a focal person, and will be responsible for facilitating administration and implementation of the Project.

(2) SADC Member States [to be determined]

(3) JICA Experts

The JICA experts will give necessary technical guidance, advice and recommendations to SADC on any matters pertaining to the implementation of the Project.

(4) Joint Coordinating Committee

Joint Coordinating Committee (hereinafter referred to as "JCC") will be established in order to facilitate inter-organizational coordination. JCC will be held at least once a year and when deemed necessary. JCC will approve an annual work plan, review overall progress, conduct monitoring and evaluation of the Project, and exchange opinions on major issues that arise during the implementation of the Project. A list of proposed members of JCC is shown in the Annex D.

8. Project Site(s) and Beneficiaries

- A) Project Sites: pilot sites will be determined at the planning stage of the Project in one year after the Project commencement
- B) Beneficiaries:
 - i. Direct: staff of SADC Secretariat and governmental officials of SADC Member States, communities of pilot operations
 - ii. Indirect: entire population of SADC Member States

9. Duration

5 years

10. Reports

SADC and JICA experts will jointly prepare the following reports in English.

- (1) Progress Report on semiannual basis until the project completion
- (2) Project Completion Report at the time of project completion

11. Environmental and Social Considerations

SADC agreed to abide by 'JICA Guidelines for Environmental and Social Considerations' in order to ensure that appropriate considerations will be made for the environmental and social impacts of the Project.

III. UNDERTAKINGS OF SADC

1. SADC Secretariat will take necessary measures to ensure that the knowledge and experience acquired by the personnel of SADC from technical training as well as the equipment provided by JICA will be utilized effectively in the implementation of the Project; and
2. Taking into account that immunities and privileges are determined by SADC Member States in accordance with their national laws and policies, SADC Secretariat will, where appropriate, request respective SADC Member States to:
 - (i) grant privileges, exemptions and benefits in Botswana to the JICA experts referred to in II-6 (1) above and their families, which are no less favorable than those granted to experts and members of the missions and their families of third countries or international organizations performing similar missions in SADC.
 - (ii) provide security-related information as well as measures to ensure the safety of the JICA experts;
 - (iii) facilitate the JICA experts to enter, leave and sojourn in SADC Member States for the duration of their assignments therein and exempt them from foreign registration requirements and consular fees.
 - (iv) facilitate exemption of the JICA experts from taxes and any other charges on the equipment, machinery and other material necessary for the implementation of the Project; and
 - (v) facilitate the exemption of the JICA experts from income tax and charges of any kind imposed on or in connection with any emoluments or allowances paid to them and/or remitted to them from abroad for their services in connection with the implementation of the Project.
3. Other privileges, exemptions and benefits will be provided in accordance with the Note Verbales which will be exchanged between SADC Secretariat and the Government of Japan.

IV. EVALUATION

JICA and SADC will jointly and regularly monitor the progress of the Project through the Monitoring Sheets based on the Project Design Matrix (PDM) and Plan of Operation (PO). The Monitoring Sheets shall be reviewed every six (6) months.

Also, Project Completion Report shall be drawn up one (1) month before the termination of the Project.

V. PROMOTION OF PUBLIC SUPPORT

For the purpose of promoting support for the Project, SADC will take appropriate measures to make the Project widely known to the people of SADC Member States.

VI. MUTUAL CONSULTATION

JICA and SADC will consult each other whenever any major issues arise in the course of Project implementation.

VII. AMENDMENTS

The record of discussions may be amended by the minutes of meetings between JICA and SADC.

The minutes of meetings will be signed by authorized persons of each side who may be different from the signers of the record of discussions.

- Annex A Logical Framework (Project Design Matrix: PDM)
- Annex B Tentative Plan of Operation
- Annex C Project Organization Chart
- Annex D A List of Proposed Members of Joint Coordinating Committee (JCC)

Annex A: Logical Framework (Project Design Matrix : Tentative)

R/D Version 0:

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

Implementing Agency: SADC Secretariat and Member State Governments

Project Site: Gaborone, Botswana Pilot Site: To be decided

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
<p>Overall Goal</p> <p>To contribute to the implementation of the Regional Forestry Strategy 2010-2020 and programmes in a more practical and more effective manner and to the Member States to develop/improve their National Policies/ Strategies/ Programmes on Forest Information System, Forest Fire Management and Participatory Forest Management.</p>	<p>OG1: The practicality and effectiveness of the Regional Forest Strategy 2020-2030. OG2: Improved level of National Policy/ Strategy/ Programme on Forest Information System, Forest Fire Management and Participatory Forest Management.</p>	<p>OG1: The SADC Regional Forestry Strategy 2010-2020. OG2: National Policy/ Strategy/ Programme of Member States on Forest Information System, Forest Fire Management and Participatory Forest Management.</p>	<p>OG1: SADC and its Member States put equal importance on the socio-economic development and sustainable forest management. OG2: There are International Cooperation Partners (ICP) collaborating with SADC on forest conservation and sustainable management of forest resources in Southern</p>		
<p>Project Purpose</p> <p>To develop the capacity of SADC Secretariat and Member States for promoting forest conservation and sustainable management of forest resources.</p>	<p>PP1: Level of practicality, effectiveness and efficiency of the regional and national policies, strategies and programmes on Forest Information System. PP2: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Integrated Fire Management. PP3: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Participatory Forest Management</p>	<p>PP1: Reviews and revisions of SADC "Forestry Strategy", "REDD+ Programme", "Forest Fire Management", etc., and national policy, strategy, Programme and action plans based on improved information on forest and its resources of the Member States. PP2: Developed/Modified regional and Member States' national policies and programmes on Integrated Forest Management. PP3: Developed/Modified regional and Member States' national policies and programmes on</p>	<p>PP1: SADC continues to keep high priority on forest conservation and sustainable forest resource management. PP2: The MS Governments adopt the SADC's Regional Forestry Strategy and Programmes into their national policies. PP3: Bilateral/Multi-lateral cooperation among projects on forest of the Member States and the other International Cooperation Partners .</p>		
<p>Outputs</p>					

alt v.

<p>1. The capacity of SADC Member States to enhance Forest Information System is improved.</p>	<p>O1-1: Level of availability, functionality and compatibility of National Forest Information Systems (National Forest Database/Information Platform/Registry) of the Member States. O1-2: Level of quality, coverage and quantity of data and information across among the Member States in the SADC Regional Forest Information System (SADC-RFIS) O1-3: Level of Quality and Coverage of Forest Information of the SADC website and the Regional Forest</p>	<p>O1-1: National Forest Information Systems and their data of the Member States. Reports to FAO, UNFCCC and Publications of the Member States on forests. O1-2: The SADC-RFIS and its data. O1-3: The SADC website and SADC Regional Forest Outlook.</p>		
<p>2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.</p>	<p>O2: Level of integration of available information and technologies, and activities and capabilities of rural populations in the Action Plans/ Guidelines of national and local governments for Forest Fire Management.</p>	<p>O2-2: The Forest Fire Management Action Plans of Member States on Websites (SADC-RFIS and etc.), booklets, and other publications.</p>		
<p>3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.</p>	<p>O3-1: Level of effectiveness, efficiency and operational practicality of the Developed draft of the Regional Guideline for Participatory Forest Management (PFM), including (1) Community Forests, (2) Protected Forests and (3) Industrial Forests (Plantations/ Concession Forests). O3-2: Effectiveness and efficiency of the activities of the Specialist Working</p>	<p>O3-1: Final draft of the Regional Guidelines for Participatory Forest Management. O3-2: The Reports of the Specialist Working Group on PFM.</p>		
<p>4. The capacity of the SADC Secretariat to coordinate the above 1 to 3 is improved.</p>	<p>O4-1: Effectiveness and efficiency of SADC Secretariat's coordination on Planning, Execution, Monitoring, Reporting, and Rearrangement of the activities, Evaluation the Project O4-2: Level of Advertisement, Use and Reflection of the knowledge acquired in the Project for further improvement of coordination for forest conservation and sustainable forest management of the Member States. O4-3: Employment of an Assistant Officer for Forest Programmes by</p>	<p>O4-1: Various Reports of SADC recorded and compiled by the Secretariat. O4-2: Perception of the Secretariat by the Member States O4-3: Employment of an Assistant Officer for Forest Programmes; mainly on Forest Information, Forest Fire and Participatory Forest Management.</p>		

all 7.

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Activities	Inputs		Pre-Conditions
	The Japanese Side	The SADC Side	
1. The capacity of SADC Member States to enhance Forest Information System is improved.			
1.1. Harmonize National Forest Information Systems of the Member States.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	*The SADC Secretariat appoints the Director of Food, Agriculture and Natural Resources Directorate as the Chair of the Joint Coordinating Committee (JCC) and the Project Director, and the Senior Officer in-charge of Forestry as the Project Manager and allocate their traveling expenses for the Project activities. *All the SADC Member States assign their directors of forestry or equivalent level senior officer as the focal points of the Project.
1.2. Develop/Modify the SADC Regional Forest Information System.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	
1.3. Publicize the SADC Regional Forest Information.			
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.			
2.1. Integrate available information and technologies related to the activities and capabilities of national and local governments for prediction and avoidance of spreading, and extinguishing wildfires.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.	Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.	<issues and countermeasures>
2.2. Integrate the activities and capabilities of rural populations to Forest Fire Management.			
2.3. Develop/Modify National Action Plans/Guidelines for Integrated Forest Fire Management.			

<p>3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.</p>				
<p>3.1. Share and learn from good practices and lessons on Participatory Forest Management.</p>		<p>Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.</p>		
<p>3.2. Activate the Specialist Working Group on Participatory Forest Management.</p>	<p>Cost of seminars, workshops or training, and Printing. Assistance to pilot operation/s.</p>			
<p>3.3. Develop the Regional Guideline for Participatory Forest Management.</p>				
<p>Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs.</p>				
<p>4.1. Strengthen coordination capacity of AFNRD of SADC Secretariat on Forest Information System, Forest Fire Management and Participatory Forest Management.</p>	<p>Advice and assistance. Cost of Implementation (Not including of the Secretariat). Printing cost of the Reports. Employment of a Technical Experts and train the person to play the role of an Assistant Officer of SADC Secretariat</p>	<p>Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat. Employment of the JICA trained person as an Assistant Program Officer of AFNRD of SADC Secretariat</p>		

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Annex B: Plan of Operation (Tentative)

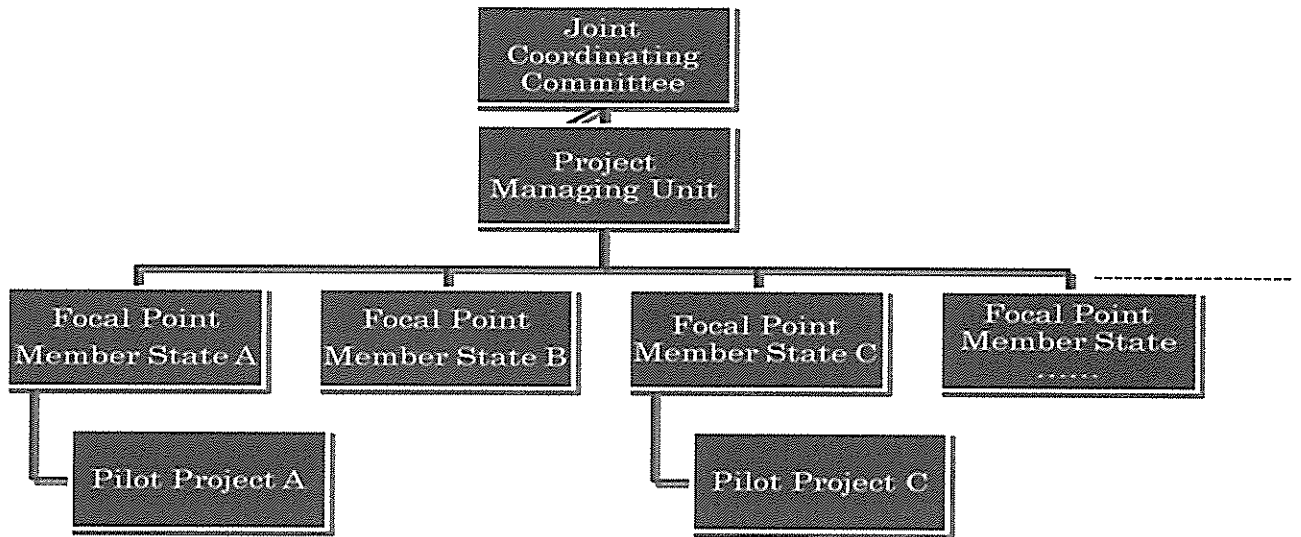
Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa	Date: Version 0 (RD)	5th Year												Monitoring Solution			
		1st Year			2nd Year			3rd Year			4th Year				Responsible Organization		
		I	II	III	I	II	III	I	II	III	I	II	III			Japan	SADC
Inputs	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Issue	Solution
Japanese Experts	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Chief Advisor	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Project Coordinator	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Expert on Forest Management	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Equipment	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Training in Japan	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
In-country/Third country Training	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Relevant JICA Projects in the Region	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Botswana: The Project for Enhancing National Forest Monitoring for Promotion of Sustainable Natural Resource (Jul.2013-Jun.2016)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Dominican Republic of Congo: The Project for Strengthening National Forest Resources Monitoring System for Promoting Sustainable Forest Management and REDD+ (May2012-May2015)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Madagascar: The Project of Integrated Approach Development in order to promote Environment Restoration and Rural Development in Moraino Chrome (Feb.2012-Feb.2016)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Malawi: Advisor for Forest Conservation Management (May2012-May2015)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Malawi: Project for Promoting Catchment Management Activities in Middle Shire (Apr.2013-Mar.2017)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Mozambique: Advisor for Strengthening of Forestry Management (Aug.2010-Aug.2014)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Mozambique: Establishment of Sustainable Forest Resources Information Platform to accelerate the realization of a National REDD Strategy (Mar.2013-Mar.2018)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
South Africa: Earth Observation Advisor (Jun. 2014-2016)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
COMIFAC: Advisors for Strengthening of Biodiversity Conservation in Congo Basin (May 2011-May 2014)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
COMIFAC: Advisors for Strengthening of Sustainable Forest Management in Congo Basin (Apr.2011-Apr.2014)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
COMIFAC: Training in Japan on Capacity Building for Sustainable Management of Tropical Rainforests and Biodiversity Conservation in Congo Basin (Jan.2013-2015)	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Activities	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Sub-Activities	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
Output 1: The capacity of SADC Member States to enhance Forest Information System is improved.	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
1.1. Harmonize National Forest Information Systems of the Member States.	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
1.1.1. Study the available Forest Information Systems, kinds of information and needs in the Member States (MSs) as the baseline data.	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		
1.1.2. Conduct workshops to share, learn and harmonize National Forest Information Systems(NFIS), including ICT and space technologies, and draw Action Plans to develop/modify NFIS.	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual	Plan	Actual	Actual		

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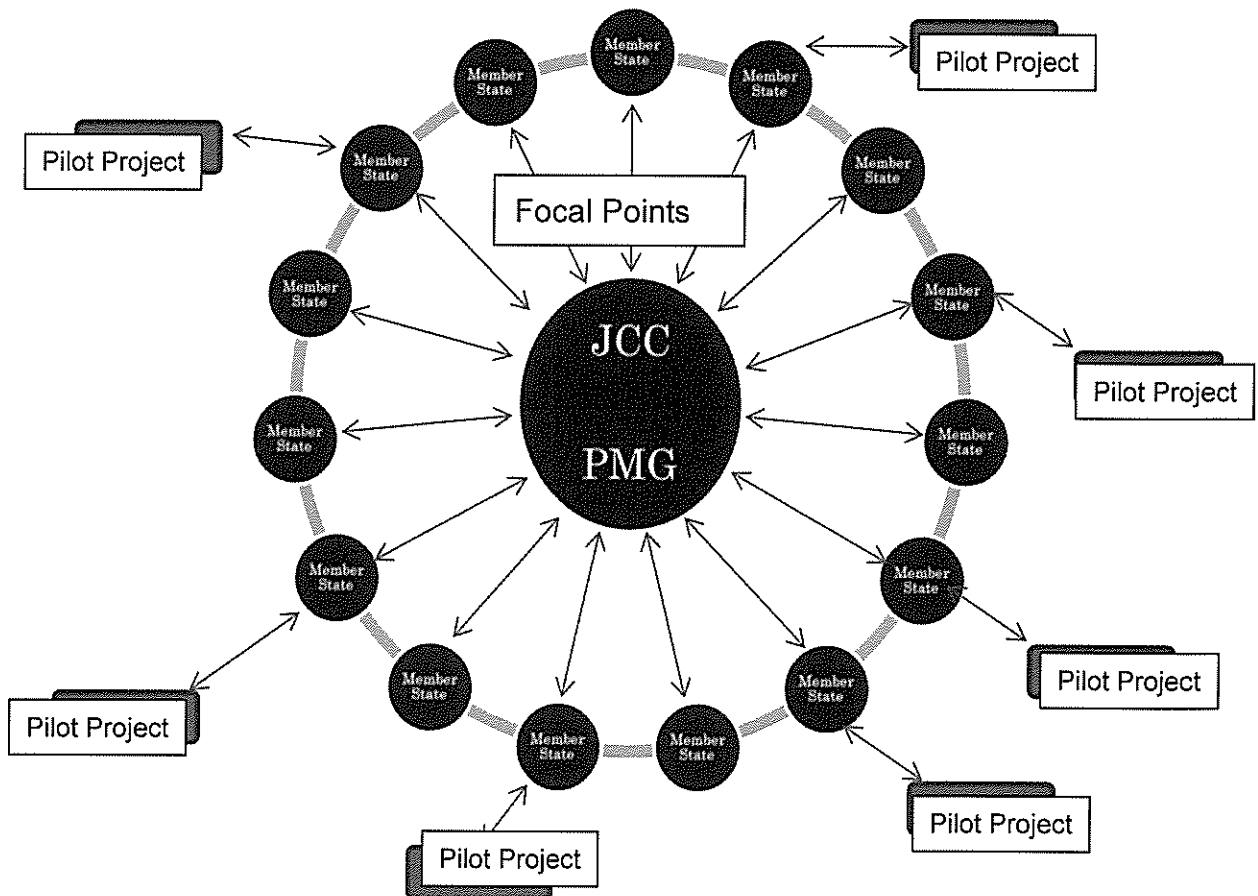
Activities	Plan	Actual	1st Year			2nd Year			3rd Year			4th Year			5th Year			Responsible Organization	Japan	SADC	Achievements	Issue & Countermeasures	
			I	II	III	IV	I	II	III	IV	I	II	III	IV	I	II	III						IV
			1	2	3	4	1	2	3	4	1	2	3	4	1	2	3						4
2.1.6. Conduct workshops to share and learn from the integration results of the pilot operation.	Plan	Actual																					
2.2. Integrate the activities and capabilities of rural populations to Forest Fire Management.	Plan	Actual																					
2.2.1. Study successful Community Based Forest Fire Management, trans-boundary agreements, and other practices integrating rural populations in forest fire management and the baseline data.	Plan	Actual																					
2.2.2. Conduct workshops to share and learn about the good practices of controlling wildfire by integrating rural populations.	Plan	Actual																					
2.2.3. Study good practices and approaches in Japan and/or Asia	Plan	Actual																					
2.2.4. Select 1 Action Plan as the Pilot Operation.	Plan	Actual																					
2.2.5. Implement the Pilot Operation in the selected 1 of MSs.	Plan	Actual																					
2.2.6. Conduct workshops to share and learn from results of the Pilot Operation.	Plan	Actual																					
2.3. Develop/Modify National Action Plans for Integrated Forest Fire Management.	Plan	Actual																					
2.3.1. Conduct workshops to modify the National Forest Fire Management Action Plan of MSs integrating information, technologies and rural populations.	Plan	Actual																					
2.3.2. Compile and publish the Action Plans of MSs on the website (SADC-RFIS) and as a booklet.	Plan	Actual																					
Sub-Activities	Plan	Actual																					
SADC Forestry Strategy	Plan	Actual																					
SADC Programs on Forestry	Plan	Actual																					
Output 3: The capacity of the SADC Member States to enhance Participatory Forest Management is improved.																							
3.1. Share and learn from good practices and lessons on Participatory Forest Management.	Plan	Actual																					
3.1.1. Study and compile good practices and needs on Participatory Forest Management (PFM) as the baseline data.	Plan	Actual																					
3.1.2. Organize workshops to share and learn from good practices and lessons, approaches and methodologies.	Plan	Actual																					
3.1.3. Study good practices and approaches in Japan and/or Asia	Plan	Actual																					
3.2. Activate the Specialist Working Group on Participatory Forest Management	Plan	Actual																					
3.2.1. Design and form the Working Group on PFM.	Plan	Actual																					
3.2.2. Perform functions of the Working Group	Plan	Actual																					
3.3. Develop the Regional Guideline for Participatory Forest Management	Plan	Actual																					
3.3.1. Draft a regional Guideline on PFM including (1) Community Forests, (2) Protected Forests including national parks and forest reserves, and (3) Industrial Forestry (Plantations / Concessions).	Plan	Actual																					
3.3.2. Select 1 Pilot Area to test the Guideline in 1 of MSs.	Plan	Actual																					

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Annex C: Project Organization Chart



Function Image



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Project Managing Unit (PMU)

1. Functions:

- 1) Plan the operations under the Activities and/or Sub-Activities and review the progress,
- 2) Identify the causes of delay of operations, counter-plan for constrains, and take actions to manage the Project effectively and efficiently,
- 3) Communicate with the offices involved in and relevant to the Project in the Member States for sound implementation of the operations,
- 4) Complete the Project Monitoring Sheet, and submit to the JCC Chair (Director of Food, Agriculture and Natural Resources Directorate of SADC) and the Co-Chair (Chief Representative of JICA Botswana Office).

2. Meetings:

Once every 6 months and when deemed necessary

3. Members:

- 1) Project Director: Director of Food, Agriculture and Natural Resources Directorate, SADC Secretariat
- 2) Chief Advisor to the Project, JICA
- 3) Project Manager: Senior Officer in charge of Natural Resources Management, SADC Secretariat
- 4) JICA Expert/s and Coordinator
- 5) Others agreed by both Project Director and Chief Advisor

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Roles of Japanese Experts and the Assistants

Experts	Roles and Responsibility	Assignment
Chief Advisor	<ul style="list-style-type: none"> ➤ Advising the Project Director, Project Manager and Directors of Member States on overall planning, implementation, monitoring and other managerial matters. ➤ Heading the Japanese expert team. 	All the Project period
Project Coordinator	<ul style="list-style-type: none"> ➤ Communication among JICA expert team, JICA Offices and HQs, SADC and Member States' officials. ➤ Assisting the Chief Advisor and other Japanese experts on logistics of planning, implementing and monitoring of the Project. ➤ Other administrative coordination including accounting of JICA's project fund and procurement. 	All the Project period
Short Term Experts or Consultants	<ul style="list-style-type: none"> ➤ Technical advices for and/or execution of planning, implementation, monitoring, lectures and/or surveys. 	Term needed for the roles.
Technical Assistant	<ul style="list-style-type: none"> ➤ Assist the Chief Advisor and other Japanese experts technically in planning, implementation and monitoring of the Project activities and operations. ➤ Liaise with SADC MS's technical officials, researchers, NGOs and donors. 	Locally Employed by JICA for the first 3 years, and by SADC from the 4 th year and then.
Secretary	<ul style="list-style-type: none"> ➤ Assist the JICA expert team in logistics, communication and administrative matters. 	Locally Employed.

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Annex D: A List of Proposed Members of Joint Coordinating Committee (JCC)

1. Functions:

- 1) Review the overall progress,
- 2) Approve the annual work plans,
- 3) Conduct monitoring and evaluation,
- 4) Exchange opinions on major issues that arise during the implementation of the Project.

2. Meetings:

Once a year, and whenever it's deemed necessary.

3. Members

3.1 Permanent Members

- 3.1.1 Chairperson: Director of Food, Agriculture, and Natural Resources Directorate of SADC
- 3.1.2 Co-Chair: the Chief Representative of JICA Botswana Office
- 3.1.3 Directors of Forestry and Natural Resources of all Member States (15)
- 3.1.4 Chief Advisor to the Project, JICA
- 3.1.5 Project Manager: Senior Programme Officer in-charge of Natural Resources, SADC Secretariat
- 3.1.6 JICA Expert/s and Coordinator

3.2 Observers

- 3.2.1 Representatives of the Japanese Embassy in Botswana
- 3.2.2 Other Member States' officers related to the Project
- 3.2.3 Representatives from relevant Donors

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MAIN POINTS DISCUSSED

1. Contribution to Mitigation of Climate Change

The Project is expected to contribute to mitigation of, and adaptation to climate change, by mitigating deforestation, forest degradation, and loss of forest in the target areas through supporting enhancement of the existing forest information system, integrated forest fire management and participatory forest management in the SADC Member States.

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Annex 4.2 MM

**MINUTES OF MEETINGS
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
SOUTHERN AFRICAN DEVELOPMENT COMMUNITY
FOR
AMENDMENT OF THE RECORD OF DISCUSSIONS
ON
PROJECT FOR FOREST CONSERVATION AND SUSTAINABLE MANAGEMENT OF
FOREST RESOURCES**

The JAPAN INTERNATIONAL COOPERATION AGENCY (hereinafter referred to as "JICA") and SOUTHERN AFRICAN DEVELOPMENT COMMUNITY (hereinafter referred to as "SADC") hereby agree that the Record of Discussions on PROJECT FOR FOREST CONSERVATION AND SUSTAINABLE MANAGEMENT OF FOREST RESOURCES signed on 26 September 2014 will be amended as follows;

1. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Objectively Verifiable Indicators" under item "Outputs"

Before	Amended Version
O3-2: Effectiveness and efficiency of the activities of the Specialist Working Group on PFM.	O3-2: Effectiveness and efficiency of the activities of the Expert Working Group on PFM.
Reason: Amendment to uniform terminology with other activities (Forest Information System, Integrated Forest Fire Management).	

2. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Objectively Verifiable Indicators" under item "Outputs"

Before	Amended Version
O4-3: Employment of an Assistant Officer for Forest Programmes by AFNRD of SADC Secretariat.	O4-3: Improved level of Regional Policy/Strategy.
Reason: Amendment based on the DECISION 4 in the 5 th JCC meeting. See Annex 3 10.4 "Report on Capacity Development of SADC Secretariat" about detail reason behind.	

3. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Means of Verification" under item "Outputs"

Before	Amended Version
O3-2: The Reports of the Specialist Working Group on PFM.	O3-2: The Reports of the Expert Working Group on PFM.

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Reason: Amendment to uniform terminology with other activities (Forest Information System, Integrated Forest Fire Management).

4. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Means of Verification" under item "Outputs"

Before	Amended Version
O4-3: Employment of an Assistant Officer for Forest Programmes; mainly on Forest Information. Forest Fire and Participatory Forest Management.	O4-3: SADC Regional Forestry Strategy 2020-2030.
Reason: Amendment based on the DECISION 4 in the 5 th JCC meeting. See Annex 3 10.4 "Report on Capacity Development of SADC Secretariat" about detail reason behind.	

5. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Activities" under item "3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved."

Before	Amended Version
3.2. Activate the Specialist Working Group on Participatory Forest Management.	3.2. Activate the Expert Working Group on Participatory Forest Management.
Reason: Amendment to uniform terminology with other activities (Forest Information System, Integrated Forest Fire Management).	

6. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Activities" under item "Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs."

Before	Amended Version
(None / Added)	4.2. Elaborate Regional Forestry Strategy 2020-2030.
Reason: Amendment based on the DECISION 4 in the 5 th JCC meeting. See Annex 3 10.4 "Report on Capacity Development of SADC Secretariat" about detail reason behind.	

7. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Inputs / The Japanese Side" under item "Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs."

Before	Amended Version
Advice and assistance. Cost of Implementation (Not including of the Secretariat). Printing cost of the Reports. Employment of a Technical	Advice and assistance. Cost of Implementation (Not including of the Secretariat). Printing cost of the Reports.

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Experts and train the person to play the role of an Assistant Officer of SADC Secretariat.	
Reason: Amendment based on the DECISION 4 in the 5 th JCC meeting. See Annex 3 10.4 "Report on Capacity Development of SADC Secretariat" about detail reason behind.	

8. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Inputs / The Japanese Side" under item "Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs."

Before	Amended Version
(None / Added)	Assistance for elaboration of Regional Forestry Strategy 2020-2030
Reason: Amendment based on the DECISION 4 in the 5 th JCC meeting. See Annex 3 10.4 "Report on Capacity Development of SADC Secretariat" about detail reason behind.	

9. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Inputs / The SADC Side" under item "Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs."

Before	Amended Version
Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat. Employment of the JICA trained person as an Assistant Program Officer of AFNRD of SADC Secretariat.	Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat.
Reason: Amendment based on the DECISION 4 in the 5 th JCC meeting. See Annex 3 10.4 "Report on Capacity Development of SADC Secretariat" about detail reason behind.	

10. Annex A: Logical Framework (Project Design Matrix: Tentative)

"Inputs / The SADC Side" under item "Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs."

Before	Amended Version
(None / Added)	Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat.
Reason: Amendment based on the DECISION 4 in the 5 th JCC meeting. See Annex 3 10.4 "Report on Capacity Development of SADC Secretariat" about detail reason behind.	

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This amendment will become effective as of 29 November 2019.

Annex 1 : Record of Discussions (signed on 26 September 2014)

Annex 2 : Revised PDM

Annex 3 : Record of the 5th JCC meeting held on 14-16 May 2019 in Mauritius

Gaborone, 29 November 2019

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Mr. Takahiro MORITA
Senior Deputy Director General,
Group Director for Forestry and
Nature Conservation,
Global Environment Department,
Japan International Cooperation Agency
Representing JICA



Dr. Thembinkosi MHLONGO,
Deputy Executive Secretary for
Regional Integration
Southern African Development
Community
Representing SADC

Annex A: Logical Framework (Project Design Matrix : Tentative)

R/D Version 0:

Project Title: Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

Implementing Agency: SADC Secretariat and Member State Governments

Project Site: Gaborone, Botswana Pilot Site: To be decided

Narrative Summary	Objectively Verifiable Indicators	Means of Verification	Important Assumption	Achievement	Remarks
Overall Goal					
To contribute to the implementation of the Regional Forestry Strategy 2010-2020 and programmes in a more practical and more effective manner and to the Member States to develop/improve their National Policies/ Strategies/ Programmes on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: The practicality and effectiveness of the Regional Forest Strategy 2020-2030. OG2: Improved level of National Policy/ Strategy/ Programme on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: The SADC Regional Forestry Strategy 2010-2020. OG2: National Policy/ Strategy/ Programme of Member States on Forest Information System, Forest Fire Management and Participatory Forest Management.	OG1: SADC and its Member States put equal importance on the socio-economic development and sustainable forest management. OG2: There are International Cooperation Partners (ICP) collaborating with SADC on forest conservation and sustainable management of forest resources in Southern		
Project Purpose					
To develop the capacity of SADC Secretariat and Member States for promoting forest conservation and sustainable management of forest resources.	PP1: Level of practicality, effectiveness and efficiency of the regional and national policies, strategies and programmes on Forest Information System. PP2: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Integrated Fire Management. PP3: Level of practicality, effectiveness and efficiency of the regional and national policy and programmes on Participatory Forest Management	PP1: Reviews and revisions of SADC "Forestry Strategy", "REDD+ Programme", "Forest Fire Management", etc., and national policy, strategy, Programme and action plans based on improved information on forest and its resources of the Member States. PP2: Developed/Modified regional and Member States' national policies and programmes on Integrated Forest Management. PP3: Developed/Modified regional and Member States' national policies and programmes on	PP1: SADC continues to keep high priority on forest conservation and sustainable forest resource management. PP2: The MS Governments adopt the SADC's Regional Forestry Strategy and Programmes into their national policies. PP3: Bilateral/Multi-lateral cooperation among projects on forest of the Member States and the other International Cooperation Partners.		
Outputs					
1. The capacity of SADC Member States to enhance Forest Information System is improved.	O1-1: Level of availability, functionality and compatibility of National Forest Information Systems (National Forest Database/Information Platform/Registry) of the Member States. O1-2: Level of quality, coverage and quantity of data and information across among the Member States in the SADC Regional Forest Information System (SADC-RFIS) O1-3: Level of Quality and Coverage of Forest Information of the SADC website and the Regional Forest Outlook.	O1-1: National Forest Information Systems and their data of the Member States. Reports to FAO, UNFCCC and Publications of the Member States on forests. O1-2: The SADC-RFIS and its data. O1-3: The SADC website and SADC Regional Forest Outlook.			
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.	O2: Level of integration of available information and technologies, and activities and capabilities of rural populations in the Action Plans/ Guidelines of national and local governments for Forest Fire Management	O2-2: The Forest Fire Management Action Plans of Member States on Websites (SADC-RFIS and etc.), booklets, and other publications.			
3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.	O3-1: Level of effectiveness, efficiency and operational practicality of the Developed draft of the Regional Guideline for Participatory Forest Management (PFM), including (1) Community Forests, (2) Protected Forests and (3) Industrial Forests(Plantations/ Concession Forests). O3-2: Effectiveness and efficiency of the activities of the ExpertSpecialist	O3-1: Final draft of the Regional Guidelines for Participatory Forest Management. O3-2: The Reports of the ExpertSpecialist Working Group on PFM.			
4. The capacity of the SADC Secretariat to coordinate the above 1 to 3 is improved.	O4-1: Effectiveness and efficiency of SADC Secretariat's coordination on Planning, Execution, Monitoring, Reporting, and Rearrangement of the activities, Evaluation the Project O4-2: Level of Advertisement, Use and Reflection of the knowledge acquired in the Project for further improvement of coordination for forest conservation and sustainable forest management of the Member States. O4-3: Employment of an Assistant Officer for Forest Programmes by AFNRD of SADC Secretariat O4-3: Improved level of Regional Policy/Strategy.	O4-1: Various Reports of SADC recorded and compiled by the Secretariat. O4-2: Perception of the Secretariat by the Member States O4-3: Employment of an Assistant Officer for Forest Programmes, mainly on Forest Information, Forest Fire and Participatory Forest Management. O4-3: SADC Regional Forestry Strategy 2020-2030.			

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Activities	Inputs		Pre-Conditions		
	The Japanese Side	The SADC Side			
1. The capacity of SADC Member States to enhance Forest Information System is improved.			*The SADC Secretariat appoints the Director of Food, Agriculture and Natural Resources Directorate as the Chair of the Joint Coordinating Committee (JCC) and the Project Director, and the Senior Officer in-charge of Forestry as the Project Manager and allocate their traveling expenses for the Project activities. *All the SADC Member States assign their directors of forestry or equivalent level senior officer as the focal points of the Project.		
1.1. Harmonize National Forest Information Systems of the Member States.	Cost of seminars, workshops or training, and Printing Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
1.2. Develop/Modify the SADC Regional Forest Information System.					
1.3. Publicize the SADC Regional Forest Information.					
2. The capacity of SADC Member States to enhance Integrated Forest Fire Management is improved.			<Issues and countermeasures>		
2.1. Integrate available information and technologies related to the activities and capabilities of national and local governments for prediction and avoidance of spreading, and extinguishing wildfires.	Cost of seminars, workshops or training, and Printing Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
2.2. Integrate the activities and capabilities of rural populations to Forest Fire Management.					
2.3. Develop/Modify National Action Plans/Guidelines for Integrated Forest Fire Management.					
3. The capacity of the SADC Member States to enhance Participatory Forest Management is improved.					
3.1. Share and learn from good practices and lessons on Participatory Forest Management.	Cost of seminars, workshops or training, and Printing Assistance to pilot operation/s.	Cost of communication and coordination, and traveling expenses and other expenses of the Secretariat staff for hosting the Project sub-activities.			
3.2. Activate the ExpertSpecialist Working Group on Participatory Forest Management.					
3.3. Develop the Regional Guideline for Participatory Forest Management.					
Output 4: The capacity of the SADC Secretariat to coordinate the activities of above 3 Outputs.					
4.1. Strengthen coordination capacity of AFNRD of SADC Secretariat on Forest Information System, Forest Fire Management and Participatory Forest Management.	Advice and assistance. Cost of Implementation (Not including of the Secretariat). Printing cost of the Reports. Employment of a Technical Experts and train the person to play the role of an Assistant Officer of SADC Secretariat.	Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat. Employment of the JICA-trained person as an Assistant Program Officer of AFNRD of SADC Secretariat.			
4.2. Elaborate Regional Forestry Strategy 2020-2030.	Assistance for elaboration of Regional Forestry Strategy 2020-2030	Cost of Communication, Participations, Coordination and Hosting the events. Expenses of the Secretariat.			




**MINUTES OF MEETINGS
BETWEEN
JAPAN INTERNATIONAL COOPERATION AGENCY
AND
SOUTHERN AFRICAN DEVELOPMENT COMMUNITY
FOR
AMENDMENT OF THE RECORD OF DISCUSSIONS
ON
PROJECT FOR FOREST CONSERVATION AND SUSTAINABLE MANAGEMENT OF
FOREST RESOURCES**

The JAPAN INTERNATIONAL COOPERATION AGENCY (hereinafter referred to as "JICA") and SOUTHERN AFRICAN DEVELOPMENT COMMUNITY (hereinafter referred to as "SADC") hereby agree that the Record of Discussions on PROJECT FOR FOREST CONSERVATION AND SUSTAINABLE MANAGEMENT OF FOREST RESOURCES signed on 26 September 2014 will be amended as follows;

9. Duration

Before	Amended Version
5 years (June 2015-June 2020)	5 years and 3 months (June 2015-September 2020)
Reason: The last Joint Coordination Committee need to be re-scheduled due to concerns over the worldwide spread of COVID-19.	

This amendment will become effective as of 29 June 2020.

Annex 1 : Record of Discussions (signed on 26 September 2014)

Gaborone, 29 June 2020

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Mr. Takahiro MORITA
Senior Deputy Director General,
Group Director for Forestry and
Nature Conservation,
Global Environment Department,
Japan International Cooperation Agency
Representing JICA



Dr. Theminkosi MHLONGO,
Deputy Executive Secretary for
Regional Integration
Southern African Development
Community
Representing SADC

Annex 4.3 Minutes of JCC



RECORD OF THE 1ST JOINT COORDINATION COMMITTEE (JCC) MEETING OF THE JICA/SADC FORESTRY PROJECT

26 November 2015, Tokyo, Japan

1. Introduction

The first Joint Coordination Committee (JCC) meeting of the JICA/SADC Forestry Project was held on 26 November 2015, in Tokyo, Japan. The meeting was co-chaired by the Director Food, Agriculture and Natural Resources (FANR), Mrs. Margaret Nyirenda and Mr. Yoshiro Kurashina the Chief Advisor for the Project.

2. Opening

The Co-Chair, the Director-FANR opened the meeting and welcomed the participants to the first JCC meeting. She presented the agenda for the day which was aimed at reviewing progress of the three components of the Project and approve the workplan for the next six months. The order of the discussions followed the following sequence:

- (1) Forest information System
- (2) Participatory Forest management, and
- (3) Forest Fire Management

3. Attendance

The meeting was attended by 12 SADC Member States, namely Angola, Botswana, Democratic Republic of Congo (DRC), Lesotho, Malawi, Mauritius, Madagascar, Mozambique, Namibia, South Africa, Seychelles, and Zambia. Officials from the SADC Secretariat, German International Cooperation (GIZ) and JICA also attended the meeting.

The Attendance list is attached as **Appendix 1**.

4. Objective of the Meeting

The objective of the meeting was to discuss progress of the Project, review the work plan of the Project and agree on the way forward.

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5. Adoption of the agenda

The JCC considered and adopted the agenda without amendments.

6. Forest Information System

- 6.1 The Chief Technical Advisor (CTA), Mr. Yoshiro Kurashina, presented the Forest Information System Component. The presentation is attached as **Appendix 2**.
- 6.2 The CTA highlighted the Implementation Structure of the Project which consists of officials from SADC Secretariat, Member States and JICA. He also presented the workplan for the Forest Information System Component.
- 6.3 The JCC considered the draft workplan on the Information Component and proposed the following amendments:

1	Add new Activity 1-4: Develop the capacities on Forest Information Management as new activity of project
2	Add new Activity 1.4.3 Short term training on the Forest Information System
3	Conduct Baseline Study from January to June 2016 by Project Management Unit (PMU)

Original Activity	Proposed Activity
1.1.3 Select Action Plan of one Member State (MS) as the pilot operation for developing/ modifying the National Forest information (NFIS) under the Project	1.1.3 Select Action Plan from more than one MS as the pilot operation for developing/ modifying the NFIS under the Project
1.1.5 Implement the selected Action Plan in one of the MS	1.1.5 Implement the selected Action Plan in more than one MS

- 6.4 The JCC made an assessment of existing forest information systems in Member States as reflected in Appendix 2. The JCC noted that some Member States do not have any information system in place. The JCC recommended the Project should provide extra support to these Member States in the form of capacity to manage the system and the relevant equipment.

DECISION 1: Forest Information System

- 6.5 The Joint Coordination Committee approved that the Project should provide:
- (i) relevant capacity including short term courses to all Member States to manage the forest information system; and
 - (ii) basic equipment to Member States which do not have Forest Information Systems in place.
- 6.6 The Joint Coordination Committee adopted the workplan on the Forest Information System Component with the amendments highlighted in 6.3.

7. Participatory Forest Management

- 7.1 The JCC received a presentation on Participatory Forest Management Component from the Project Coordinator, Mr. Kikkawa Katsutaka. The presentation is attached in Appendix 3.
- 7.2 The JCC considered the draft workplan on the Participatory Forest management Component and proposed the following amendments:

Original Activity	Proposed Activity
3.3.2 Select one Pilot Area to test the Guideline in one Member States	3.3.2 Select Pilot Areas in more than one Member State to test the Guidelines
3.3.3. Implement the Pilot Operation in one of the Member States according to the draft of Guideline.	3.3.3. Implement the Pilot Operations in Member States according to the draft of Guidelines.

- 7.3 The JCC noted that the selection criteria for pilots tend to favour the same countries for conducting pilot activities. It was proposed that a better selection system for conducting pilot activities be developed. Such a system could include grouping together countries with similar characteristics.

DECISION 2: Participatory Forest Management

- 7.4 The Joint Coordination Committee mandated the Project Management Unit to develop a new criteria for selecting countries to implement pilot activities taking into account different characteristics of Member State.
- 7.5 The Joint Coordination Committee adopted the workplan for the Participatory Forest Management Component with the amendments under item 7.2

8. Forest Fire Information System

- 8.1 The JCC received a presentation on Forest Fire Management Component from the Project Coordinator, Mr. Kikkawa Katsutaka. The presentation is attached in Appendix 4.
- 8.2 The JCC considered the draft workplan on the Forest Fire Management Component and proposed the following amendments:

Original Activity	Proposed Activity
2.1.4 Implement the selected Action Plan in one Member States	2.14 Implement Action Plan in more than one Member State
2.2.5. Implement the Pilot Operation in one Member State	2.2.5. Implement the Pilot Operation in more than one Member State
2.3. Develop/Modify National Action Plans for Integrated Forest Fire Management	2.3. Develop/Modify National and Cross-boundary Action Plans for Integrated Forest Fire Management
2.3. 1 Conduct workshops to modify the National Forest Fire Management Action Plan of Member States guidelines integrating information, technologies and rural populations	2.3. 1 Conduct workshops to modify the National and Cross-boundary Forest Fire Management Action Plan of Member States guidelines integrating information, technologies and rural populations
2.3.2. Compile and publish the Action Plans of Member States guidelines on the website (SADC-RFIS) and as a booklet.	2.3.2. Compile and publish the Cross-boundary Action Plan of Member States guidelines of MSs on the website (SADC-RFIS) and as a booklet
None	JICA to consider supplying equipment to the Project to facilitate implementation of Forest Information System Component and Fire Information System based on baseline surveys

- 8.3 The JCC noted that some countries have installed the AMESD / MESA & AFIS systems, namely Botswana, Madagascar, Malawi, Mozambique and Namibia. However, there was need for enhancing capacity to operate the systems.

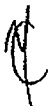
- 8.4 The JCC noted that fire management systems do not exist in all Member States in the region. Appendix 5 shows the current situation on fire management information systems in the region. The JCC further noted that there was need to evaluate the effectiveness of existing fire systems and identify the systems which can be harmonised and scaled up.
- 8.5 The JCC also noted that there was need to provide some Member States with basic equipment for forest and fire management information systems.
- 8.6 The JCC reviewed and recommended a transboundary approach to the implementation of the Forest Fire Management Component. JCC also agreed to include an activity on research and development in the project workplan.

DECISION 3: Forest Fire Information System

- 8.7 The Joint Coordination Committee approved that the Project:
- (i) apply a transboundary approach in the implementation of activities; and
 - (ii) include a research and development activity in the workplan.
- 8.8 The Joint Coordination Committee requested JICA to consider the possibility of supplying equipment for forest and fire management systems based on the results of baseline surveys.
- 8.9 The Joint Coordination Committee adopted the workplan for the Forest Fire Management Component with the amendments under item 8.2.

9. Collaboration with related projects – SADC TUPNR Project

- 9.1 The JCC noted the presentation by the GIZ Project Coordinator, Mr. Reinhard Woytek on participatory forest management as one of the activities under the German supported SADC Transboundary Use and Protection of Natural Resources (TUPNR) project.
- 9.2 The JCC also noted that the success of a participatory forest management approach requires building trust and collaboration with the communities and other relevant stakeholders. In addition, Member States were requested to identify projects in their countries to collaborate with the GIZ/SADC TUPNR Project.
- 9.3 The JCC further noted a presentation on community based fire management by TUPNR Project. A regional curriculum on Integrated Fire Management has been developed by this project which can be used by relevant stakeholders in the region.




10. Translation of documents for the JCC meeting

- 10.1 The JCC noted that key project documents for the JCC meeting were not translated by the PMU into the three official languages of SADC to facilitate their meetings.

DECISION 4: Translation of documents for the JCC meeting

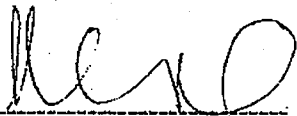
- 10.2 The Joint Coordination Committee recommended that the Project Management Unit should translate all key documents for the Joint Coordination Committee meeting into the three official languages of SADC to facilitate communication during their meetings.

11. Date and venue of the next meeting

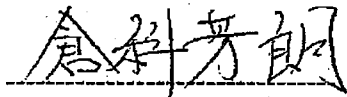
The JCC recommended that the next meeting be held in July 2016, in Madagascar which has offered to host the meeting, as part of sharing experiences and lessons.

12. Closure

The meeting was closed by the Co-chairs who expressed their appreciation to the Member States and the JICA team for their active participation and commitment to the project. They indicated that the PMU will endeavor to implement all the decisions taken at this meeting and wished the all members of the committee safe journeys home.



Margaret Nyirenda
Director-FANR,
Co-Chair JCC



Yashiro Kurashina
Chief Technical Advisor
Co-Chair JCC

Date: 27th November 2015

Date: 27 November 2015



Appendix 1: Participants List

Country	Name	Position / Organization	E-mail	Telephone / Mobile
1 South Africa	Phindiwe Dingile	Counsellor RSA Embassy	[REDACTED]	[REDACTED]
2 Zambia	Bwalya Chendauka	Principal Forestry Officer, Forestry Department-Zambia	[REDACTED]	[REDACTED]
3 Botswana	M, Seggopo	Principal Forest Range Resources Officer I	[REDACTED]	[REDACTED]
4 Lesotho	Elias Sekaleli	Director	[REDACTED]	[REDACTED]
5 Madagascar	Fidy Jose Andriamananoro	Forest Director General	[REDACTED]	[REDACTED]
6 Mauritius	Poojanraj KHURUN	Deputy Conservator of Forests	[REDACTED]	[REDACTED]
7 Mozambique	Xavier S. Sailors	Director Nacional floresta	[REDACTED]	[REDACTED]
8 Seychelles	John Quilindo	Head of Forestry Section	[REDACTED]	[REDACTED]
9 Malawi	Francis Chilimampungwa	Deputy Director of Forestry	[REDACTED]	[REDACTED]
10 Namibia	Vincent George Louw	Deputy Director Forest and Botanical Research	[REDACTED]	[REDACTED]
11 Democratic	King BOOTO	Head Forestry	[REDACTED]	[REDACTED]

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	Republic of	bo Lolimba	Management	
12	Congo	Manuel Enock	Deputy Director General	
13	Botswana	Reinhard Woytek	GIZ	
14	Botswana	Margaret Nyirenda	SADC Secretariat	
15	Botswana	Moses Chakanga	GIZ/SADC	
16	Japan	Kenichi Shishido	Deputy Director General, JICA Global Environment Department	
17	Japan	Kanako Adachi	Director, Nature Conservation Team 2, JICA Global Environment Department	
18	Japan	Taigo Sasaki	Deputy Director, Nature Conservation Team 2, JICA Global Environment Department	
19	Japan	Yoshiro Kurashina	JICA expert	
20	Botswana	Yoshiaki Hata	JICA expert	
21	Botswana	Katsutaka Kikkawa	JICA expert	

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RECORD

**2nd Joint Coordination Committee (JCC) Meeting
for
The SADC/JICA Project on Forest Conservation and Sustainable Management
of Forest Resources in Southern Africa**

7– 8 September 2016

Dar es Salaam, Tanzania

1. Introduction

The second Joint Coordination Committee (JCC) meeting of the SADC/JICA Forestry Project was held on 7-8 September 2016, in Dar es Salaam, Tanzania. The meeting was co-chaired by Mrs. Margaret Nyirenda the Director for Food, Agriculture and Natural Resources (FANR) Directorate, and Mr. Yoshiro Kurashina the Chief Advisor for the SADC/JICA Project, on behalf of the JICA Country Representative for Botswana (substantive Chairperson), who was unable to attend the meeting.

2. Attendance

The meeting was attended by all 15 SADC Member States, namely Angola, Botswana, Democratic Republic of Congo (DRC), Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, South Africa, Seychelles, Swaziland, Tanzania, Zambia and Zimbabwe. Officials from the SADC Secretariat, JICA Tokyo, JICA Country Offices and German International Cooperation (GIZ) also attended the meeting. The attendance list is attached as **Appendix 1**.

3. Opening Session

3.1 Remarks by Chairperson, Swaziland

Mr. Solomon Gamedze, Senior Forestry Officer, representing the Kingdom of Swaziland, the current SADC Chairperson welcomed the delegates to the meeting. He noted that SADC is endowed with rich natural resources which can be developed for the benefit of the people of the region and that SADC/JICA Forestry Project should support the region to realize some of these benefits. The SADC Chairperson also noted that the Member States learned a lot from the field visits organized by the Government of Tanzania on 7 September 2016,

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on activities their Tanzanian colleagues were doing in the areas of forest fire management and forest information system. In conclusion he wished the meeting successful deliberations.

3.2 Remarks by the Co-Chairperson, SADC Director of Food, Agriculture and Natural Resources (FANR)

The Director – FANR, Mrs. Margaret Nyirenda opened the meeting and welcomed the participants. She recalled that the first JCC was held in Tokyo Japan, in November 2015, where the project was first launched, followed by the second launch in Gaborone, Botswana. The Co-Chair thanked the Government of the United Republic of Tanzania for hosting the second JCC meeting at short notice. She highlighted the major decisions made in the first JCC including enhancing the capacity of Member States in Forest Information Systems, development of fair criteria for selecting project pilot countries, application of transboundary approaches to forest fire management and translation of all key documents for the JCC into three official languages of SADC to facilitate communication during their meetings.

The Co-Chairperson noted that the SADC/JICA Forestry Project Management Unit (PMU) has been established in Gaborone and that the PMU team had conducted the fact finding mission, which included visits to all SADC Member States during the period 20 January to 8 July 2016, the result of which would be presented to the second JCC meeting. Furthermore, the second JCC meeting would look at the proposed work plans for the coming year for each one of the project components on forest information system, forest fire management and participatory forest management.

The Co-Chairperson further reminded the JCC that the SADC/JICA Forestry Project was a Project for SADC Member States represented on the JCC by the Directors of Forestry, or their proxies. Member States are the implementers of the Project, while Secretariat's role was to coordinate and facilitate the Member States and the JICA team, with the project implementation. She therefore, called upon the JCC to guide the project in the right direction in order to achieve the intended outcomes. She also called upon Member States to take ownership of the project and ensure its sustainability.

The opening remarks by the Director-FANR attached as **Appendix 2**

3.3 Remarks by the Co-chairperson, Chief Advisor for the SADC/JICA Project

The Chief Advisor for the SADC/JICA Project, Mr. Yoshiro Kurashina spoke on behalf of the JICA Country Representative for Botswana, who was unable to attend the meeting. The Co-Chairperson welcomed the delegates to the meeting and noted that the Forestry Project, which started in June 2015, was the very first technical cooperation project, between SADC and JICA. He informed the meeting that three JICA experts have been fielded at PMU in Botswana, to work with the SADC FANR officials.

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The Co-Chairperson noted that in November 2015, the first JCC Meeting was held in Tokyo, Japan, and agreed on the basic project structure and activities for enhancing the capacity of SADC member countries in the three pillars of the Project, namely, Forest Information System, Integrated Forest Fire Management, and Participatory Forest Management. The SADC/JICA project is supporting the implementation of the SADC Forestry Strategy 2010-2020.

The Co-Chairperson also noted that the PMU staff visited all 15 SADC Member States and conducted baseline studies. They also managed to build rapport with authorities in the forestry sector in each of the Member States. He appreciated the cooperation and the level of partnerships created between the Member States and the JICA project team in such a short period of time. The Co-Chairperson further noted that the second JCC would discuss more detailed planned project activities to be presented by the PMU in the meeting.

The Co-Chair reminded the meeting that in August 2016, the Government of Japan convened the Sixth Tokyo International Conference on African Development (TICAD VI) in Nairobi, Kenya, in collaboration with African countries and international partners. The resulting Nairobi Declaration recognized countries' commitment to address global issues and challenges such as climate change, deforestation and desertification, poaching, loss of natural resources, etc., all of which are relevant to the SADC/JICA Forestry Project. Hence, what the JCC would discuss in this meeting, and the actions to be taken to directly contribute to the betterment of the current situation of the global issues in the Southern African region.

In conclusion, the Co-Chairperson, said that through the second JCC, JICA would like to further consolidate regional partnership, and mutual cooperation in the forestry sector. He wished the meeting fruitful discussions and development of successful project activities for implementation in the coming years of project.

4. Adoption of the meeting programme

The JCC considered and adopted the meeting programme with the following amendments:

- a) a stand-alone item on reports of country visits, and
- b) an item on progress review of the project.

5. Self-introductions

All delegates made self-introductions to create awareness of who was present in the meeting so as to facilitate knowing each other better.

6. Objectives of the meeting

The Senior Programme Officer for Natural Resources and Wildlife, Ms. Deborah Kahatano, briefly presented the background of the project, and objectives of the meeting, which were to:

- a) Receive country reports by Swaziland, Tanzania and Zimbabwe on activities relevant to the project pillars in their respective countries (The three countries were not represented at the first JCC meeting);
- b) Review the project progress to-date;
- c) Approve the outline of the overall project work plan (2015-2020);
- d) Approve activities for the annual work plan for 2016-2017
- e) Consider and approve the formation of Expert Working Groups for each project pillar; and
- f) Share experiences and lessons through a site visit.

7. Review of the 1st JCC Record and Matters Arising

The JCC reviewed the minutes of the first JCC meeting that was held on 26 November 2015 in Tokyo, Japan as well as matters arising. The meeting recommended that the SADC/JICA Forestry Project should in future prepare a summary of matters arising from the record of the previous JCC meeting to facilitate quick reference.

8. Outstanding Country Reports

The JCC noted that at the 1st JCC meeting of the project held in November 2016 in Tokyo Japan, 12 Member States presented country reports on activities related to forest information systems, forest fire management and participatory forest management in their respective countries. However, Swaziland, Tanzania and Zimbabwe were not present at the meeting.

The three Member States (Swaziland, Tanzania and Zimbabwe) presented their respective country reports to the 2nd JCC meeting covering the following thematic areas: classification of forests, governance structures, legislative and regulatory framework, challenges, good practices and lessons learned challenges as they related to the Project pillars of forestry information system, forest fire management and participatory forest management. They also highlighted their expectations from the SADC/JICA Forestry Project.

9. Report on visits to Member States; outline of project activities and the work-plan; discussion and agreement on the work plans

The JCC noted that the SADC/JICA Forestry Project Management Unit (PMU) undertook visits to SADC Member States during the period 20 January to 8 July 2016. The purpose of the fact finding visits was for the PMU staff to familiarize themselves with conditions in Member States and collect baseline information related to the three project pillars on forest information systems, forest fire management and participatory forest management. This information would be used for planning project activities. The SADC countries visited are: Angola, Botswana, DRC, Lesotho, Malawi, Madagascar, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Swaziland, Tanzania, Zambia and Zimbabwe.

The JCC also noted that the SADC/JICA Forestry project had prepared draft work plans for the components on forest information system, forest fire management, and participatory forest management; as well as a work plan for public relations. The responsible officer for each component was invited to present to the JCC the report on the country visits as well as the draft work plan, as indicated in the following sections.

9.1 Forest Information System

The PMU presented the country visit report as well as proposed work plan for the forest information system component of the project. The objectives of the Forest Information System component are to: harmonize National Forest Information Systems (NFIS) of the Member States; develop and/or modify the SADC Regional Forest Information System (SADC-RFIS); publicize the SADC Regional Forest Information; and enhance capabilities of Member States for the Forest Information Management. The presentation is attached in **Appendix 3**.

The JCC noted that the DRC had unique vegetation types, and that these would be captured into the database of the SADC forest information system.

The JCC also noted that a training in forest information system would be conducted, and include all 15 SADC Member States. The training was expected to take place by July 2017 and that each Member State would send two candidates to participate in the training sessions.

The JCC further noted that the Project will provide a laptop computer for each country for training equipment as well as basic infrastructure of NFIS in each country.

DECISION 1: Forest Information System

The Joint Coordination Committee approved the following:

- (a) five (5) days of basic training in forest information system for Member States;
- (b) five (5) days of advanced training in forest information system for Member States;
- (c) two (2) people per Member State to attend both training sessions in forest information system;
- (d) for countries that do not have forest information system in place, the project should provide need-based technical support including a visit to the particular country for follow up training; and
- (e) Work plan for forest information system 2016-2020.

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9.2 Forest Fire Management

The PMU presented the country visit report as well as proposed work plan for forest fire management component of the project. The objectives of the Forest Fire Management component are to: integrate available information and technologies of national and local governments for prediction and avoidance of spreading and extinguishing wildfires; integrate activities and capabilities of rural populations to Forest Fire Management; develop and/or modify National and Cross-boundary Guidelines for Integrated Forest Fire Management. The presentation is attached as **Appendix 4**

The JCC noted that the project would conduct training on forest fire for all 15 SADC Member States as well as develop regional fire guidelines to be ready in 2019. The JCC wondered why it should take so long to develop the guidelines, when this could be done by 2018. In addition, the JCC advised that the guidelines should be called SADC Fire Management Guidelines.

The JCC also noted that the forest fire training should take into account specific geographical conditions and terrain in the region. The JCC further recognized that since this is a regional project, the common regional issues should be prioritized over specific conditions of one country. However, the project was advised to use the baseline study in order to identify the needs of each country and to purchase project equipment based on specific needs on the ground in order to make the assistance relevant. The Project replied that the minimum necessary equipment would be determined and provided through pilot activities.

The JCC further noted that there was need for the PMU to provide the JCC with a breakdown of project budget so that it is aware of how the money is allocated in different line items and spent for the planned project activities.

A concern was raised on the fact that Swaziland was not present when the Kavango-Zambezi Transfrontier Conservation Area (KAZA TFCA) was selected for the Project's pilot activities. It was clarified that KAZA was not selected as a pilot area for project activities, but that the SADC Forestry Strategy mentions KAZA as an example. The criteria for selecting pilot sites will be developed at Expert Working Group Meeting and presented to JCC for approval. The JCC further noted that the Project should consider the criteria for pilot project activities with respect to high altitude fire.

DECISION 2: Forest Fire Management

The Joint Coordination Committee approved the following:

- (a) forest fire management training should take into account main specific geographical conditions and terrain in the SADC region;
- (b) use the results of the baseline study to identify needs in each country;
- (c) procurement of necessary communication tools and supplies for pilot operations to be done according to specific needs and planned guidelines; and
- (d) work plan for forest fire management 2016-2020.

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9.3 Participatory Forest Management

The Project presented the country visit report as well as the proposed work plan for the participatory forest management component of the project. The objectives of the Participatory Forest Management component are to: enhance the capacity of SADC Member States in Participatory Forest Management; document and share good practices and lessons available in the Region and elsewhere; and develop Regional guidelines for Participatory Forest Management. The presentation is attached in **Appendix 5**.

The JCC noted that participatory forest management is a critical component of the project as it provides a platform for addressing livelihood issues. However, there is a need to identify and implement interventions with highest potential for impact.

DECISION 3: Participatory Forest Management

The Joint Coordination Committee approved the Work plan for participatory forest management 2016-2020.

10. Public Relations / Media

The Project made a presentation on a work plan for public relations activities and/or events to raise awareness about forest conservation in general and project activities in particular, and sought Member States suggestions and cooperation. The presentation is attached in **Appendix 6**

DECISION 4: Public Relations

The Joint Coordination Committee approved the work plan on public relations.

11. Formation of Expert Working Groups

The JCC noted that the Project intended to form three expert working groups, namely, Expert Working Group for Forest Resource Information; Expert Working Group for Forest Fire Management and Expert Working Group for Community Based Forest Management. The purpose of these working groups is to analyze the present status; propose ideas for improvements; develop selection criteria for project pilot sites and pilot activities, propose potential project pilot sites and activities, examine draft guidelines, as well as propose topics for development of future guidelines, concerning southern African regional issues in their respective technical area of forest resource information, forest fire management, and community based forest management, and report the findings and outputs to the JCC. The presentation is attached in **Appendix 7**.

The JCC also noted that the formation of the working groups was in line with the SADC Forestry Strategy 2010-2020 (Item 7.4), which outlines the formation of six specialist working groups including "Community Empowerment (Community Based Forest Management)"

The JCC further noted that the function of the EWGs was to initiate and develop technical documents for each of the project focal areas and submit to JCC for approval. In addition, the EWGs will develop criteria for selecting pilot project sites and activities.

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The JCC noted that the EWGs for forest information system and forest fire management would hold their meetings in November 2016 and the EWG for community based forest management would hold the meeting in December 2016 and undertake a study tour to Thailand, a member of ASEAN, in February 2017.

The JCC also noted that each EWG will be made of two members from each Member State comprising of one focal point and one alternate member. Both members will attend all training sessions of the EWG. Ordinary EWG meetings will be attended by the focal point; but, in the event that he/she is unable to attend, then the alternate will attend.

The JCC further noted that EWG meeting will be organized by the PMU and that the invitations will be sent through SADC processes.

DECISION 5: Expert Working Groups

The Joint Coordination Committee approved the following:

- (a) the establishment of Expert Working Group on Forest Resource Information, Expert Working Group for Forest Fire Management, and Expert Working Group for Community Based Forest Management;
- (b) the functions of the Expert Working Groups which should include the development of criteria for selecting countries to implement pilot project activities, in their respective technical area, taking into account major characteristics of Member States;
- (c) that the Directors of Forestry should nominate members of EWGs in their respective countries and submit to the Project via e-mail by 16th September 2016; and
- (d) the establishment of the 4 sub-groups under the Community Based Forest Management in the areas of sustainable charcoal production and management, Non-timber Forest Products (NTFP) promotion, engagement of stakeholders, and mitigating deforestation / degradation.

12. SADC/GIZ TUPNR Programme

The JCC noted that the SADC natural resources sector was being supported by the Government of Germany, through GIZ (German International Cooperation) and the Government of Japan, through JICA (Japan International Development Agency). The SADC/GIZ Programme on Transboundary Use and Protection of Natural Resources (TUPNR) is supporting the implementation of the protocols on forestry and wildlife as well as the SADC Transfrontier Conservation Areas (TFCA) Programme. On the other hand, the SADC/JICA Forestry Project was supporting the implementation of the protocol on forestry and the SADC Programmes on Fire Management and REDD+. Therefore, there was need for the two projects to work together and share experiences.

The SADC TUPNR Programme Director, Mr. Reinhard Woytek made a presentation on the SADC/GIZ TUPNR Programme. He noted that the

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Programme's Phase I (2012-2015), supported national and regional actors in the implementation of the regional SADC Fire Programme, SADC TFCA Programme and SADC REDD Programme. The achievements included: Human Capacity Development (HCD) in the pilot development and implementation of a regional IFM (Integrated Fire Management) training programme with Mweka Wildlife College; piloting a regional REDD+ training programme with Sokoine University of Agriculture, Tanzania; and implementation of cross-border pilot projects on fire management in 4 Trans-frontier Conservation Areas.

The Programme's Phase II (2016-2018) is supporting the implementation of regional programmes by national, regional and local actors in the following components and areas of cooperation:

- a) Support to SADC Secretariat's FANR Directorate (CITES and TFCAs in the use and protection of endangered species; and Monitoring of implementation of SADC TFCAs Programme),
- b) Pilot projects for TFCA development through CBNRM and Fire management; and TFCA Networking as a platform for sharing knowledge beyond experts to various stakeholders, and
- c) Enabling environment for TFCAs in the areas of cross border cooperation in law enforcement, information sharing, training, joint management models between communities, NSA (non-State Actors) and governments.

The presentation highlighted other relevant areas, being implemented by SADC and KfW (German Development Bank), with potential for cooperation with other stakeholders. These include:

- a) Kavango-Zambezi (KAZA) TFCA: Hotspots of fire management approaches – assisting KAZA Secretariat and stakeholders in developing proposals related to fire management and community involvement in forest management, addressing charcoal production; and livelihood based approaches,
- b) Namibia and Angola: Community based management of forests in wild life dispersal areas, and
- c) Nyika (Malawi): Supporting management of large forest reserves and stronger community involvement

The JCC noted the enquiry by Swaziland about the GIZ support to the Lubombo TFCA. The JCC noted that the current GIZ support to Lubombo TFCA was going on well, and the contact person for the activities in the Lubombo TFCA in Swaziland was Mr. Seth Maphalala.

13. Date of Next meeting

The next JCC meeting is scheduled for March/April 2017, subject to confirmation by the SADC Secretariat. The tentative venue is South Africa subject to approval by the Government of the Republic of South Africa.

14. Any Other Business

14.1 Invitation Letters to Member States

The JCC noted the concern by Swaziland regarding delays created by process followed by the SADC Secretariat in sending invitation letters to Member States. The letters addressed to the SADC national Contact Points do not reach the Directors of Forestry in time; and this causes delays in approval of travel authorization, and leads to rejection of travel authorization due to short notice. Member States have therefore requested the SADC Secretariat to send official invitation at least a month before the meeting and at the same time send a copy to the Forestry section. The SADC/JICA project team will assist the SADC Secretariat to issue the invitation letters at earliest possible opportunity.

14.2 Duration of JCC meeting

The JCC noted that one day was too short for the JCC meeting. The 2nd JCC meeting went on into the night up to 20.00. JCC proposed that the meeting should be extended to cater for this.

14.3 Recruitment of regional staff for the project

The SADC Director-FANR informed the JCC that the project has a provision for the recruitment of a local Technical Expert to be part of the PMU staff on full-time basis. She reiterated the urgency to fill this position in order facilitate transfer of skills and requested the PMU to initiate the process.

DECISION 6: INVITATION LETTERS AND DURATION OF JCC MEETINGS

The Joint Coordination Committee approved that:

- (a) invitation letters be addressed to the National Contact points and copied to the Directors of Forestry; and
- (b) JCC meetings be held for an additional day to allow adequate time for discussions.

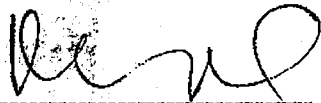
The JCC urged the PMU in liaison with the SADC Secretariat to fast-track the recruitment of local Technical Expert.

15. Closure

The Co-Chair, Director-FANR closed the meeting by saying that the PMU team had expressed the objectives of the project and related activities in a clear manner. She informed the JCC that minutes of the meeting had been captured and would be finalized and circulated.

The Co-Chair further thanked the JICA team that had travelled from Tokyo to attend the second JCC. This support would lead to significant impact at the local level towards the development and achievement of the SADC agenda. The Co-Chair thanked the Government of the United Republic of Tanzania for hosting the meeting, and especially the Acting Director of Forestry who had really taken very good care of the delegates throughout their field visit and stay in Tanzania. Finally, she thanked the JICA team, GIZ, and SADC Secretariat staff for all arrangements and participation in the meeting.

The JCC members took the opportunity to bid farewell to Co-chairperson Mrs. Margaret Nyirenda, Director FANR who will be leaving the SADC Secretariat towards the end of 2016. They thanked her for leading the sector with commitment and dedication for more than a decade and wished her well in her future endeavors.



Margaret Nyirenda
Director-FANR,
Co-Chair JCC

Date: 16 Nov. 2016



Yoshiro Kurashina
Chief Advisor
Co-Chair JCC

Date: 4 Nov. 2016

Appendix 1: Participants List

COUNTRY	NAME	DESIGNATION/ ORGANISATION	EMAIL ADDRESS	TELEPHONE NO
ANGOLA	Manuel Enoch	Deputy Director of the Forestry Development Institute (IDF), Ministry of Agriculture, CX R No. 74, Luanda, Angola		
BOTSWANA	Motshereganyi Sektgopo	Principal Range Resources Officer I Department of Forestry and Range Resources Ministry of Environment, Wildlife & Tourism P/Bag 00424, Gaborone		
DRC	Guy Landu Bikembo	Chief of Division and Technical Assistant of the Secretary General Ministry of Environment, Conservation of Nature and Sustainable Development, Papa Ileo Street, No 15, Gombe Commune		
LESOTHO	Elias Sekaleli	Director of Forestry P O Box 774, Maseru		
MADAGASCAR	Felanirina RABEVAZAHA	Coolaborateur technique Service Aménagement Forestier et Délégation de Gestion des Ressources Forestières Direction de la Valorization des Ressources Forestières Direction Générale des Forêts		
MALAWI	Francis Chillmampungwa	Deputy Director of Forestry Department of Forestry P O Box 30048, Lilongwe 3		
MAURITIUS	Cecily Cyparsade	Assistant Conservator of Forests Forestry Service Ministry of Agro Industry and Food Security Botanical Garden Street, Curepipe		

COUNTRY	NAME	DESIGNATION/ ORGANISATION	EMAIL ADDRESS	TELEPHONE NO
MOZAMBIQUE	Xavier Sakambuera Sailors	Director of National Forest MITADER Av. Josina Machel cidade de Maputo	[REDACTED]	[REDACTED]
	Renato Timana	National Focal Point National Directorate of Forest Ministry of Land, Environment and Rural Development, Maputo	[REDACTED]	[REDACTED]
NAMIBIA	Mr. Joseph Shaamu Hailwa	Director of Forestry Ministry of Agriculture, Water and Forestry P/Bag 1384, Government Office Park, Windhoek	[REDACTED]	[REDACTED]
SEYCHELLES	Mr. John Michel Quillindo	Head of Forestry Section, Environment Department Ministry of Environment, Energy and Climate Change, Botanical Garden, Mont Fleuri, Mahe	[REDACTED]	[REDACTED]
SOUTH AFRICA	Renny Madula	Director of Forestry Regulation Department of Agriculture, Forestry and Fisheries 110 Hamilton Street, Pretoria 0001	[REDACTED]	[REDACTED]
SWAZILAND	Mr. Solomon T. Gamedze	Ministry of Tourism and Environmental Affairs Senior Forestry Officer	[REDACTED]	[REDACTED]
TANZANIA	Ezekiel Edward Mwakalukwa	Acting Director Forestry and Beekeeping Division Ministry of Natural Resources and Tourism	[REDACTED]	[REDACTED]
	Nuridin Chamuya	Ag Director Resource Management Tanzania Forest Service P O Box 40832, Dar Es Salaam	[REDACTED]	[REDACTED]
	Charles Ng'atigwa	Principal Forest Officer Tanzania Forest Services Agency P O Box 40832, Dar Es Salaam	[REDACTED]	[REDACTED]
	Kekilia Alfred Kabalimu	MESA National Focal Point Ministry of Natural Resources &	[REDACTED]	[REDACTED]

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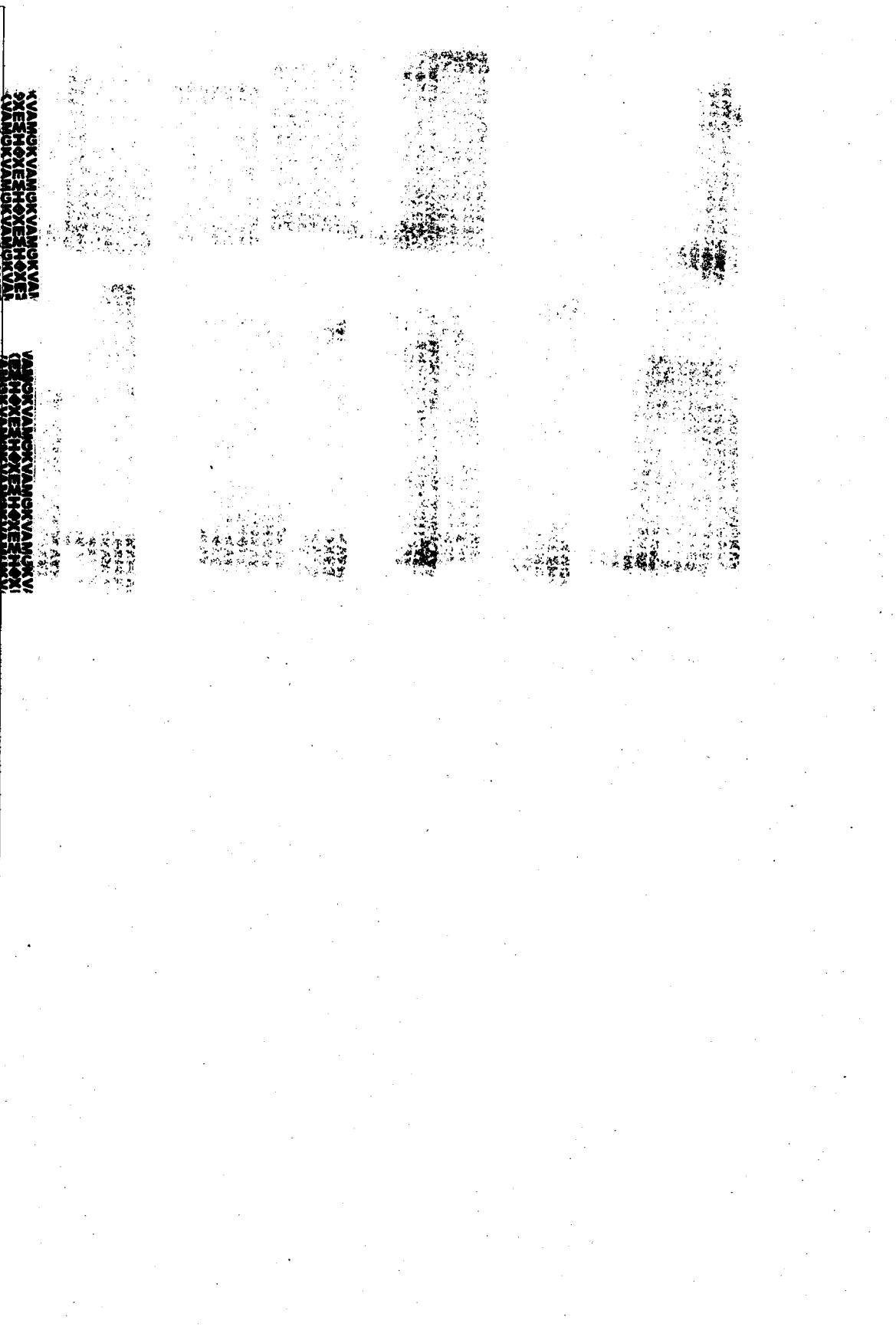
COUNTRY	NAME	DESIGNATION/ ORGANISATION	EMAIL ADDRESS	TELEPHONE NO
		Tourism Tanzania Forestry Association P O Box 40832, Dar Es Salaam		
ZAMBIA	Bwalya Chendauka	Principal Forestry Officer -FDHQ Ministry of Lands Natural Resources and Environmental Protection Forestry Department Head Office Cairo Road, Kwacha House Annex, 2nd Floor P.O. Box 50042 LUSAKA		
ZIMBABWE	Stephen Zingwena	Operations Manager Forestry Commission No. 1 Orange Grove Drive, Highlands, Harare		
SADC SECRETARIAT	Mrs. Margaret Nyirenda	Director - FANR		
	Ms. Deborah Kahatano	SPO-NRM		
	Moses Chakanga	TA-Forestry		
	Thapelo Ramokhwa	Secretary		
GIZ	Reinhard Woytek	Programme Director Transboundary Use and Protection of Natural Resources C/O GIZ Village X12, Gaborone, Botswana		
JICA	Yoshiro Kurashina	Chief Advisor SADC/JICA Office Private Bag 0095, Plat 16, Kgale Mews Gaborone, Botswana		

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COUNTRY	NAME	DESIGNATION/ ORGANISATION	EMAIL ADDRESS	TELEPHONE NO
	Yoshiaki Hata	Forestry Expert SADC/JICA Office Gaborone, Botswana	[REDACTED]	[REDACTED]
	Katsutaka Kikkawa	Project Coordinator	[REDACTED]	[REDACTED]
	Takashi Nanaumi	JICA Consultant Team Leader	[REDACTED]	[REDACTED]
	Kei Suzuki	JICA Consultant Team	[REDACTED]	[REDACTED]
	Takuya Homma	JICA Forest Management Advisor National Director of Forestry, Maputo	[REDACTED]	[REDACTED]
	Olivier Malenga Diemby	Deputy Program Director JICA DRC Office MLI Pumbu Ave, Gombe, Kinshasa	[REDACTED]	[REDACTED]
	Suguru Kubo	Assistant Resident Representative JICA Malawi Office P O Box 30321, Plot No 100, Area 13, Lilongwe	[REDACTED]	[REDACTED]
	Kato Satoko	Project Formulation Adviser JICA Madagascar Office BP 7552, Antananarivo, Madagascar	[REDACTED]	[REDACTED]
	Kanako Adachi	JICA HQ	[REDACTED]	[REDACTED]
	Taigo Sasaki	Deputy Director Team 2, Forest & Nature Conservation Group JICA HQ, Tokyo, Japan	[REDACTED]	[REDACTED]
SADC INTERPRETERS	Deborah Dawson	French Interpreter Johannesburg, South Africa	[REDACTED]	[REDACTED]
	Christ Kambayi	French Interpreter P O Box 2694, Florida, South Africa	[REDACTED]	[REDACTED]
	Maria Fernanda Lopes Texeria	Portuguese Interpreter 7 Wingate Street, Johannesburg, RSA	[REDACTED]	[REDACTED]

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COUNTRY	NAME	DESIGNATION/ ORGANISATION	EMAIL ADDRESS	TELEPHONE NO
	Fernanda De Paiva	Portuguese Interpreter	<i>[Illegible text]</i>	<i>[Illegible text]</i>





RECORD

3rd Joint Coordination Committee (JCC) Meeting for The JICA/SADC Project on Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

25 - 26 April 2017
Johannesburg, South Africa

1.0 Introduction

The third (3rd) Joint Coordination Committee (JCC) meeting of the SADC/JICA Forestry Project was held on 25-26 April 2017 in Johannesburg, South Africa. The meeting was co-chaired by Mr. Bentry Chaura, the Acting Director for the Directorate of Food, Agriculture and Natural Resources (FANR), and Mr. Yukio Ishida, the Resident Representative of JICA Botswana Office.

2.0 Attendance

The meeting was attended by 14 SADC Member States, namely Angola, Botswana, Democratic Republic of Congo (DRC), Madagascar, Malawi, Mauritius, Mozambique, Namibia, South Africa, Seychelles, Swaziland, Tanzania, Zambia and Zimbabwe. Officials from the SADC Secretariat, and JICA, also attended the meeting.

The attendance list is attached as **Appendix 1**.

3.0 Welcome remarks by host country – South Africa

Speaking on behalf of the Government of the Republic of South Africa, Dr. Moshibudi Rampedi the Deputy Director General for Forestry and Natural Resources Management, in the Department of Agriculture Forestry and Fisheries (DAFF) welcomed the delegates to South Africa and the meeting.

Dr. Rampedi noted that strong efforts have been made to promote and implement sustainable forest management to capture fully its contribution towards improving human livelihoods and reducing poverty in the SADC region. However, the region continues to be confronted with the urgent need to

effectively address and reverse some of the current challenges in the forest sector, which include deforestation and forest degradation, cross-border wild fires, and poor investment in the commercial sector. She also noted that the engagement through this project provides the region an opportunity to tackle these challenges.

Dr. Rampedi commended JICA for supporting the project and encouraged them to continue with the support as a cherished global north south and regional collaboration. She recapped that Forest Information System, Forest Fire Management and Participatory Forest Management were important issues being addressed by the project.

A forest information system was important for SADC to ensure that forests continue to contribute towards the eradication of poverty in the region. Therefore, sound information about the extent, condition, value and trends of forest resources is key to formulation of national policies and strategies. It is also of vital importance for building national awareness among the public, civil society and decision makers in the public sector about the value and function of forest resources.

Wild fires are among the main contributors to environmental degradation, economic depression and are a social threat in Southern Africa. Therefore, the Forest Fire Management pillar was important to combat wild fires and the JCC should give emphasis to those approaches that will increase efforts to combat the devastating, in particular cross-border fires, in support of implementation of the Protocol on Forestry and other forestry related strategies and programmes.

Dr. Rampedi noted that active involvement of communities in forest management and derivation of value from natural resources for their livelihood are key elements related to the Project's pillar of Participatory Forest Management. She therefore urged the JCC to share best practices across SADC countries, since sharing such information would no doubt encourage investments in the forest sector in the region.

In conclusion, she invited the delegates to take the advantage of being in Johannesburg to take some site seeing tours to see the country. She wished the JCC a successful workshop and declared the workshop officially open.

4.0 Remarks by the Chair: FANR

Mr. Bentry Chaura, the Acting Director for the Food Agriculture and Natural Resources (FANR) Directorate, speaking on behalf of the SADC Secretariat, welcomed the delegates to the third JCC of the SADC/JICA Forestry Project. He thanked the delegates for their commitment and dedication to leave other pressing matters in their countries in order to come and participate in this important meeting.

Mr. Chaura reiterated that the 2nd JCC meeting approved the overall work plan for the project; the establishment of thematic Expert Working Groups (EWGs) on Forest Information System, Forest Fire Management, and Participatory Forest Management. He noted that the second JCC, among others, made key



decisions regarding approaches to training for forest information system and forest fire management; development of guidelines; as well as sustainable charcoal production and management.

He reminded the delegates that these decisions were meant to be implemented in order to facilitate the achievement of the Project's objectives. Therefore, he invited the delegates to pay attention to the presentations to be made in the meeting in order to assess progress on the implementation of the decisions.

The Acting director informed the delegates that the meeting would also consider the proposed work plans for the coming year 2017/18 for each of the project components i.e. forest information system, forest fire management and participatory forest management. He further reminded the delegates that SADC Member States, who are represented here on the JCC by the Directors of Forestry or their proxies, are expected to play a crucial role in the implementation of the Project. Member States are the implementers of the Project, while the role of Secretariat is to coordinate and facilitate the Member States and the JICA team with the project implementation. Therefore, he called upon the JCC members to be free to raise any questions or issues they may have so that the Project is properly guided in order to achieve the intended outcomes. He further called upon Member States to take ownership of the project and ensure its sustainability beyond the end of the project. The project will phase out, but the activities must continue beyond the project life.

In conclusion, the Acting Director thanked the Government of the Republic of South Africa for hosting the meeting and the JICA Office in South Africa for facilitating the logistics for the meeting. He also acknowledged the collaboration between the Forestry Project and the SADC/GIZ Transboundary Use and Protection of Natural Resources Project, since this was important in ensuring complementarity and synergies in the natural resource management sector. He also thanked the Project Team and other colleagues from FANR who worked tirelessly to ensure the success of this meeting and wished the delegates fruitful deliberations.

5.0 Remarks by the Co-chair: JICA

Speaking on behalf of JICA (Japan International Cooperation Agency), the Resident Representative of JICA Botswana Office, Mr. Yukio Ishida, welcomed the delegates to the JCC Meeting.

Mr. Ishida noted that the SADC/JICA Forestry Project was launched in June 2015, following a long consultation between JICA and SADC, as the very first regional technical cooperation project, jointly implemented by the two parties.

He also noted that the project has held two JCC meetings so far. The first one was held in Tokyo in November 2015 and agreed on the basic structure and activities in each of the three pillars of the Project, which are Forest Information System, Forest Fire Management, and Participatory Forest Management. Thereafter, the Project conducted fact-finding missions in all 15 SADC Member States. The second JCC was held in Dar es Salaam, Tanzania, in September 2016 and agreed, among others, to establish an Expert Working Group (EWG)



under each pillar. This was followed by organization of a joint EWG meeting for Forest Information and Forest Fire Management in Johannesburg in November 2016. In addition, two EWG meetings were organized for Participatory Forest Management in Moshi, Tanzania in December 2016 and in Thailand in February 2017.

Mr. Ishida further noted that the third JCC meeting was being held in Johannesburg to discuss detailed activities and Annual Work Plans for 2017/18 for the three pillars, as well as assess progress of each EWG. He noted that the more actively SADC and JICA took practical actions, the better they could transfer necessary technologies among the Member States for capacity building in the field of forestry.

In conclusion, Mr. Ishida referred to the Sixth Tokyo International Conference on African Development (TICAD VI) which was held in Nairobi, and declared its commitment to address global issues and challenges including climate change, deforestation and desertification, poaching, as well as loss of natural resources, all of which are related to the Forestry Project. Hence, what the third JCC meeting would discuss and the actions to be undertaken afterwards would directly contribute to the improvement of the current situation of the global issues in the Southern African region. And, on this occasion of the third JCC, JICA would like to further consolidate this regional attempt, partnership, and cooperation in the forestry sector. He wished the delegates fruitful discussions as well as development of successful project activities for the coming years of project implementation.

6.0 Objectives of the meeting

The Senior Programme Officer – Natural Resources and Wildlife, Ms. Deborah Kahatano, presented the background of the project and highlighted the objectives of the meeting, which were to:

- Review implementation of decisions of the JCC.
- Review the project progress since the 2nd JCC meeting;
- Receive the report of thematic Expert Working Groups;
- Consider and approve proposed changes to project activities and approach; and
- Consider and approve the annual project work plan.

7.0 Adoption of Agenda / Programme

Some changes were made to the programme. A presentation under Forest Fire Management (FFM) on the Land Use Management Course, which was scheduled for 11.00-12.00 on Day Two, 26 April 2017, was moved to before tea break on the same day.

There being no further amendments, the JCC adopted the programme.

8.0 Report of Project Progress after the 2nd JCC meeting

The Chief Advisor made two presentations on the progress of the project following the 2nd JCC meeting held on 7th and 8th September 2016 in Dar es Salaam, Tanzania.

The first presentation was focused on progress on implementation of the decisions of the 2nd JCC meeting. Significant progress was made in the implementation of the decisions. For instance, Expert Working Groups for all three project pillars were established with the Substantive and Alternate Members who were nominated by the Directors of Forestry in all Member States. Further, four EWG meetings were held as described in 8.1, 8.2 and 8.3 to implement the decisions of 2nd JCC and project activities.

With regard to decision 6, the JCC wanted to know when the local expert would be recruited. The Secretariat, responded that this was delayed because the SADC Secretariat was undergoing the revision of its organizational structure. Following the revision there still was no funded position allocated to forestry in the new approved structure. Therefore, there is need to still recruit a local expert through the forestry project.

The Chief Advisor made a second presentation on the general "Progress from 2nd JCC".

The presentations are attached as **Appendix 2A and 2B**.

8.1 Forest Information System: Project Output 1

8.1.1 Expert Working Group (EWG) Report on Forest Information System (FIS)

8.1.2 Mr. Nkosinathi B. Jele the Chair of the expert working group (EWG) presented the report of the EWG on Forest Information System (FIS). The first meeting of the EWG on FIS was held on 7-8 November 2016, in Johannesburg, South Africa. During this meeting, Member States discussed project activities including training contents and the schedule to enhance capacity in the field of forest information system. The EWG meeting agreed on the Forest Information System Annual Work Plan for April 2017 to March 2018.

The presentation is attached as **Appendix 3**.

8.1.3 Establishment of Regional Forest Information System (RFIS)

The Project Management Unit (PMU) made a presentation on "Information & Project Outlook for FIS", which highlighted the proposed further activities regarding the establishment of a Regional Forest Information System (RFIS) to enhance understanding of the development of the FIS.

The JCC noted that according to the survey conducted by the PMU most of the Member states do not have Forest Information Systems. Member States are invited to provide the PMU with any existing forest inventory data such as forest definition, forest type, ground truth data for the base map classification and other forest information that they may have.

8.1.4 Forest information System (FIS) Plan of Operation

8.1.4.1 The JCC noted that the original Plan of Operation (2015-2020) which was approved in 2014 describes the entire project schedule and it is attached to the Record of the 1st JCC meeting that was held in Tokyo, Japan on 26th November 2015. The JCC also noted that the Project Management Unit periodically updates the Plan of Operation (2015-2020).

8.1.4.2 The Chief Advisor presented the Plan of Operation (2015-2020) for FIS and highlighted and explained the revised as well as new activities following the result of the 1st and 2nd JCC meetings, as well as the discussions and recommendations of the Expert Working Group on FIS.

The presentation is attached in **Appendix 4**.

8.1.4.3 The JCC noted that the FANR was developing an Agriculture Information Management System (AIMS), and that other information systems such as the envisaged FIS from the SADC/JICA Forestry Project are expected to be fed into the AIMS.

8.1.4.4 The JCC also noted that the Democratic Republic of Congo (DRC) has diverse categories of forests that need to be captured in the FIS. JAXA in their presentation (Item 9.0 below) reported on the FIS and explained the type of data including forest types that would be captured by the RFIS.

8.1.4.5 The JCC further noted that training one person in FIS per Member State was not adequate because the person may leave the organization and the knowledge would be lost, thereby not benefiting the country. The JCC recommended training at least two people per country, who in turn would then train others in their respective countries.

8.1.4.6 The JCC noted that a combined training of FIS and FFM will be undertaken because both components will be using the same maps for their activities.

8.1.4.7 The JCC also noted that the project will use Intergovernmental Panel on Climate Change (IPCC) Tier One Data in case of countries without forest inventory data.

8.1.4.8 The JCC further noted that countries lack financial resources to collect forest inventory data for incorporation into the Regional Forest Information System (RFIS) database. The Forestry Project does not have resources to provide to Member States to conduct forest inventories. The JCC, requested SADC Secretariat to explore ways to mobilize resources to assist countries to undertake national forest inventories.

DECISION 1: Forest Information System

8.1.5 The Joint Coordination Committee:

- a) approved the Annual Work Plan for Forest Information System for April 2017 to March 2018,
- b) approved the participation of the substantive and alternate Expert Working Group members in both the basic and advanced training on Forest Information System,
- c) requested the Member States to provide existing forest information such as forest definition, forest type, ground truth data for the base map classification and National Forest Inventory (NFI) data to the Project Management Unit for calibration of the Regional Forest Information System (RFIS)
- d) urged Secretariat to assist Member States to mobilize resources to conduct national forest inventories, and
- e) approved the proposed Plan of Operation (2015-2020) for Forest Information System including the two revised activities on “conduct trainings on basic and advanced GIS /WAMIS data” and “conduct follow up training for countries that don’t have forest information systems in place”; as well as the two new activities on “conduct training for RFIS” and “develop and publicise a Project Portal site within the SADC RFIS website”.

8.2 Participatory Forest Management (PFM): Project Output 3

8.2.1 Expert Working Group (EWG) Report on Participatory Forest Management (PFM)

8.2.1.1 Mr. Sonny W. Mokgwathi the Chairperson of the EWG for PFM presented the report of the Expert Working Group on Participatory Forest Management. The EWG has met twice since its establishment. The first meeting was held from 28 November to 2 December 2016, in Moshi, Tanzania, and the second one from 2 to 12 February 2017, in Bangkok, Thailand. The second meeting of the PFM Expert Working Group included training and exposure to successful PFM activities in Asia. During these meetings, Member States discussed various activities including the SADC PFM Guidelines, Alternative Plan to Pilot Operations to enhance the capacity in the field of PFM, and agreed on the PFM annual work plan for 2017/18.

8.2.1.2 The JCC noted that originally the project had planned to implement Pilot Operations in a few selected countries. The EWG on PFM recommended an alternative plan in the form of Capacity Building involving all countries to replace the Pilot Operations Plan involving a few selected countries. The merits of the alternative plan are: it is beneficial to All Member States (*unlike piloting*); it has potential for capacity building (Skill-up) to promote PFM

through training; a feasible Action Plan can be developed considering access to external funds; and the proposed PFM Regional Data Base tool can sustainably be used even after the project.

The Presentation is attached in **Appendix 5**.

8.2.2 Information Platform of Participatory Forest Management

8.2.2.1 The Project Management Unit presented the "Concept of the Alternative plan to Pilot Activities" as well as proposed further activities on the database system for Participatory Forest Management and further training.

The presentation is attached in **Appendix 6**.

8.2.3 Participatory Forest Management (PFM) Plan of Operation

8.2.3.1 The Chief Advisor presented the Plan of Operation (2015-2020) for PFM and highlighted the revised as well as new activities to be undertaken, following the result of the 1st and 2nd JCC meetings, as well as the discussions and recommendations of the Expert Working Group.

The presentation is attached in **Appendix 7**.

8.2.3.2 The JCC welcomed the alternative plan to pilot projects, which cannot be implemented in all countries. Capacity and knowledge transferred to countries will remain after the project ends, and will benefit all Member States including small island states.

DECISION 2: Participatory Forest Management

8.2.4 The Joint Coordination Committee approved:

- a) the Annual Work Plan for Participatory Forest Management for April 2017 to March 2018,
- b) the proposed Capacity Building Plan involving all countries as an alternative to the Pilot Operations Plan involving a few selected countries,
- c) the proposed Plan of Operation (2015-2020) for Participatory Forest Management to include the following:
 - (i) five (5) revised activities on Study good practices and approaches in Africa and Asia; Activate the Expert Working Group on Participatory Forest Management; Design and form EWG on PFM; Perform functions of EWG; and Conduct EWG to develop final draft of the Regional Guidelines, and
 - (ii) six (6) new activities on Conduct skill-up training; Develop data base; Conduct Data base training; Develop Action Plan; Guidance for External Fund; and Compile and publish the guidelines of Member States on the website (SADC-RFIS) and as a booklet.

8.3 Report on Forest Fire Management (FFM): Project Output 2

8.3.1 Expert Working Group (EWG) Report on Forest Fire management (FFM)

- 8.3.1.1 Mr. Suzuki the Co-Chairperson of the Expert Working Group (2016) for Forest Fire Management presented the report of activities of the Expert Working Group and the Forest Fire Management annual work plan for 2017/18. The first meeting of the Expert Working Group on Forest Fire Management was held on 7-8 November 2016, in Johannesburg, South Africa back to back with the meeting of the Expert Working Group for Forest Information System. During this meeting, Member States discussed the project activities including the selection criteria of pilot operations and the SADC Forest Fire Management guidelines for enhancing the capacity of Member States. The meeting agreed on the Forest Fire Management annual work plan for 2017/18.

The presentation is attached as **Appendix 8**.

8.3.2 Training on Forest Fire Management

- 8.3.2.1 The Project Management Unit presented the "Land Use Manager Course" as part of the planned training on Forest Fire Management. All Member States will participate in the course. The training will be held 17-23 July 2017 and repeated in 7-13 August 2017 in Nelspruit, South Africa. The outcomes of the course include planning a controlled burn for a range of purposes

The presentation is attached as **Appendix 9**.

- 8.3.2.2 The JCC noted that the proposed Land Use Manager Course was well planned and that the approach would be "Training of Trainers" so that the trainees would train other people back home. Practicals for controlled burning should be done during the appropriate season. The issue of content was important and should cover policy and legislative framework of other countries, not only South Africa. South Africa also needs to learn what other countries are doing.

- 8.3.2.3 The JCC also noted the proposed FFM plan to implement 8 pilots out of the 15 countries. Each pilot would receive the amount of US\$10,000 to undertake activities. The JCC further noted that this amount was not enough, and wondered what would happen to the countries left out. The JCC concluded that pilots were not the best option.

- 8.3.2.4 The JCC further noted that the FIS and PFM pillars have opted for capacity building for all countries to replace pilot operations and deliberated whether FFM would also opt for capacity building for all countries. The JCC noted that based on FIS and PFM Capacity Building Plan for all countries, they also

considered an alternative plan following the same approach of capacity building for all countries. The alternative plan is "Team Leader Training" for all countries. Involving all countries on training in FFM was better than pilot operations because all countries would be involved, none left out. The training would put all countries at the same level.

- 8.3.2.5 The JCC noted that the Alternate Plan was better than pilot operations and was recommended its adoption. Training should have different themes / topics instead of repeating the same topic. EWG members are expected to be prioritized as candidates for training, however, if deemed appropriate countries are at liberty to send people for training who actually work in the field on fire, not managers. Countries want to train foresters and officials at that actually fight fires at ground level.
- 8.3.2.6 The JCC recognized importance of transboundary issue in the context of SADC Forestry Strategy and also identified diversity of transboundary issue in different regions respectively. In response to this, the JCC instructed the EWG-FFM to initiate examination on how to deal with the issue of transboundary fires in consideration of FFM guideline development.
- 8.3.2.7 The JCC also noted that Angola will be holding elections on 23 August 2017, and would not want to miss the fire trainings. Hence, dates for training should be adjusted to allow for Angola's participation.
- 8.3.2.8 The JCC further noted that the Project planned to conduct a study tour on FFM to Indonesia. The JCC advised that in place of Indonesia, the Project should consider visiting places in Africa or specifically in the SADC region.
- 8.3.2.9 The JCC noted that guidelines were going to be finalized in 2019 and advised that they should be completed much earlier.
- 8.3.2.10 The JCC also noted that there will be an overlapping GIS training for FFM and FIS within the one-week training scheduled for Gaborone, Botswana. Laptops will be provided during the training. Only the substantive members of the EWG on FFM will attend this course.

DECISION 3: Forest Fire Management (FFM)

8.3.5 The Joint Coordination Committee:

- a) approved the capacity building plan as an alternative to the pilot operations,
- b) approved the Annual Work Plan for Forest Fire Management for April 2017 to March 2018, and
- c) directed the Expert Working Group for Forest Fire Management in collaboration with the Project Management Unit, to develop the content for the training programme and transboundary issue for April 2018 to the end of the project for approval by the JCC at the next meeting

9.0 Collaboration between JICA and the Japan Aerospace eXploration Agency (JAXA) on Forest Information System and Forest Fire Management

- 9.0.1 The JCC noted that SADC countries are faced with the challenge of mapping forest cover, as well as monitoring and evaluation to detect changes in the area of forest cover. JAXA in collaboration with JICA has developed monitoring tools for addressing such challenges in their region. Member States were invited to consider utilizing the services of JAXA.
- 9.0.2 JAXA presented on the development of the JICA-JAXA Forest Early Warning System in the Tropics (JJ-FAST) which uses JAXA has advanced land observing satellite (ALOS-2). JAXA explained how the JJ-FAST could contribute to the SADC region for information gathering. Following the presentation, JAXA demonstrated how to access their data from their website.
- 9.0.3 The project's Forest Information System component will use the JAXA open global data in their activities.

10.0 Public relations

Mr. Katsutaka Kikkawa made a presentation on public relations activities of the project. The project has published articles in the SADC Newsletter and appealed to the JCC to assist in publicizing the project's PR activities to a wider audience.

11.0 Date of Next meeting

- 11.0.1 The next JCC will be held in February 2018 and the JCC noted the proposal that, due to logistical reason, the next JCC is also hosted in South Africa.
- 11.0.2 The Members suggested that the next meeting be held in Mauritius. The member from Mauritius informed that the relevant stakeholders including the SADC Focal Point and the Ministries concerned have to be consulted in the home country on the issue.
- 11.0.3 The JCC noted that JCC representatives should go back and consult their countries regarding hosting the 4th JCC and inform Secretariat accordingly. A host country was not obliged to provide the funds for the meeting venue, accommodation and air ticket for JCC members since this was done by the Project. However, a country may voluntarily contribute towards the hosting.

12.0 Closure

- 11.0.1 Mr. Chaura, Acting Director, noted that this was his first JCC meeting and appreciated the presence and active engagement of the participants. He also noted that the JCC was a forum led by Member States and that Secretariat cannot make decisions without the consent of the Member States. He

informed the delegates that Secretariat would send the record to them by e-mail so that they give feedback. In conclusion, the Acting Director thanked the participants for attending the meeting and wished them safe travels back home.

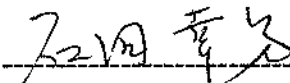
11.0.2 The JCC delegates agreed to receive the record via e-mail.

11.0.3 Mr. Kurashina, Chief Advisor, thanked the delegates for their participation in the JCC meeting, and wished them safe journeys back home.



Bentry Chaura
Acting Director-FANR,
SADC
Co-Chair JCC

Date: 24/7/2017



Yukio Ishida
Resident Representative
JICA Botswana Office
Co-Chair JCC

Date: 24.7.2017

Participant List of 3rd JCC

No.	Country	Name	Organization
1	ANGOLA	Manuel Enock	Deputy Director of the Forestry Development Institute
2	BOTSWANA	Manthe Tsuaneng	Director
3	BOTSWANA	Sonny Mokgwathi	Principal Range Resources Officer
4	DRC	Guy Landu Bikembo	Divission Chief at Secretariat General à l'Integration Régionale
5	LESOTHO	not able to attend	not able to attend
6	MADAGASCAR	Felanirina Rabevazaha	Coollaborateur technique Service Aménagement Forestier et Délégation de Gestion des Ressources Forestières Direction de la Valorisation des Ressources Forestières Direction Générale des Forêts
7	MALAWI	Francis Chilimampungu	Deputy Director of Forestry Department of Forestry
8	MAURITIUS	Cecily Cyparsade	Assistant Conservator of Forests
9	MOZAMBIQUE	Renato Timane	Forest Engineer, National Directorate of Forest
10	NAMIBIA	Vincent George LOUW	Deputy Director- Forest and Botanical Research
11	SEYCHELLES	John Quilindo	Head of Forestry Section Environment Department Ministry of Environment, Energy and Climate Change
12	SOUTH AFRICA	Dr. Moshibudi Rampedi	Deputy Director General
13	SOUTH AFRICA	Mr. Renny Madula	Director, DAFF
14	SOUTH AFRICA	Ms Johanna Makinta	Forest Information Servise, DAFF
15	SOUTH AFRICA	Ms Mmakwena Maleka	Assistant Director, DAFF
16	SOUTH AFRICA	Mr Shakespear Soyizwapi	Deputy Director, DAFF
17	SWAZILAND	Mr Lucky Nhlanhla Dlamini	Senior Forester
18	SWAZILAND	Mr Nkosinathi Britewell Jele	Forestry Officer
19	TANZANIA	Ezekiel Edward Mwakalukwa	Director of Forestry and Beekeeping Division Ministry of Natural Resources and Tourism
20	ZAMBIA	Bwalya Chendauka	Principal Forestry Officer -FDHQ Ministry of Lands Natural Resources and Environmental Protection Forestry Department
21	ZIMBABWE	Stephen Zingwena	Operations Manager Forestry Commission
22	JICA	DIEMBY MALENGA Olivier	JICA DRC
23	JAXA	Masato Hayashi	Japan Aerospace Exploration Agency

Participant List of 3rd JCC

No.	Country	Name	Organization
24	JAXA	Izumi Nagatani	Japan Aerospace Exploration Agency

25	SADC SECRETARIAT	Bentry Chaura	Acting Director – FANR
26	SADC SECRETARIAT	Deborah Kahatano	SPO-NRM
27	SADC SECRETARIAT	Angel Z. Velepini	Senior Secretary
28	SADC SECRETARIAT	Moses Chakanga	TA-Forestry
29	JICA HQs	Kanako Adachi	Director, JICA Tokyo
30	JICA HQs	Taigo Sasaki	Deputy Director, JICA Tokyo
31	JICA Botswana	Yukio Ishida	JICA BOTSWANA
32	JICA Botswana	Misaki Asari	JICA BOTSWANA
33	JICA	Yoshiro Kursashina	Chief Advisor
34	JICA	Yoshiaki Hata	Forestry Expert
35	JICA	Katsutaka Kikkawa	Project Coordinator
36	JICA	Syivia Keoreng	Conference Arrangement Consultant
37	JICA	Takashi Nanaumi	JICA Consultant Team Leader
38	JICA	Kei Suzuki	JICA Consultant Team
39	JICA	Jun Kajigaki	JICA Consultant Team
40	JICA	Issei NONAKA	JICA Consultant Team

41	INTERPRETERS	Deborah Dawson	French Interpreter
42		Christ Kambay	French Interpreter
43		Nandi Texeria	Portuguese Interpreter
44		Fernanda De Paiva	Portuguese Interpreter



DRAFT RECORD

The SADC/JICA Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

4th Joint Coordination Committee (JCC) Meeting

14 - 15 February 2018
Johannesburg, South Africa

1 Introduction

The fourth (4th) Joint Coordination Committee (JCC) Meeting of the SADC/JICA Project on Forest Conservation and Sustainable Management of Forest Resources in Southern Africa was held on 14-15 February 2018 in Johannesburg, South Africa. The meeting was co-chaired by Mr. Domingos Gove, Director of the SADC Food Agriculture and Natural Resources Directorate and Mr. Tomohiro Seki, the Chief Representative of JICA South Africa Office on behalf of the Resident Representative of JICA Botswana Office who could not attend.

2 Attendance

The following Members of JCC, as stipulated in the Record of Discussions of the Project, attended the meeting:

- ◆ Chairperson: the Director for the Directorate of Food, Agriculture and Natural Resources (FANR) of SADC Secretariat
- ◆ Co-Chair: the Chief Representative of JICA South Africa Office (on behalf of the Resident Representative of JICA Botswana Office)
- ◆ Directors (or their representatives) of Forestry of 13 SADC Member States, namely Angola, Democratic Republic of Congo (DRC), Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, South Africa, Swaziland, Tanzania, Zambia and Zimbabwe
- ◆ Chief Advisor of the Project, JICA
- ◆ Senior Programme Officer for Natural Resources Management, SADC Secretariat
- ◆ JICA Experts and Coordinator

The meeting was also attended by the following participants

- ♦ Chairperson of the Expert Working Groups for Forest Fire Management and Participatory Forest Management
- ♦ Officials of SADC Secretariat
- ♦ Officials of relevant JICA Offices (Botswana, Democratic Republic of Congo (DRC), Malawi and South Africa)

The attendance list is attached as **Appendix 1**.

3 Remarks

3.1 Welcome remarks by host country –South Africa

Speaking in behalf of the Government of the Republic of South Africa, Mr. Avhashoni Renny Madula, the Director responsible for Forestry Regulations and Oversight in the Department of Agriculture Forestry and Fisheries (DAFF) welcomed delegates to South Africa and the meeting. He indicated that South Africa was deeply honored to be afforded the opportunity to host the JCC meeting for the second time.

Mr Madula reminded the meeting that over the past year a number of activities were undertaken by the SADC Forestry project to develop capacity of Member States and SADC Secretariat towards implementation of the SADC Forestry Strategy. As a result, Member States are more prepared to deal with some of the key issues identified in the Strategy such as trans-boundary forest fire management, forest assessments and information management and participatory forest management. He commended the efforts of Japan International Cooperation Agency (JICA), SADC Secretariat and all participating Member States in this regard. He also acknowledged the fact that individual Member States are the implementers of the SADC Forestry Strategy and urged them to embrace the opportunities afforded by this Forestry project and use them to support the fulfilment of a common agenda of conservation and sustainable management of forest resources in Southern Africa.

Mr. Madula reiterated that the last JCC meeting was absorbing and highly successful and encouraged delegate to actively engage in meaningful discussion and provide input to ensure the success and the fourth JCC meeting and that the project is properly guided.

In concluding his remarks, Mr Madula encouraged delegates to take advantage of their presence in South Africa to indulge and appreciate that which the country can offer and wished them a successful meeting.

3.2 Remarks by the Chair (FANR)

Mr. Domingos Gove, the Director for the SADC Food Agriculture and Natural Resources (FANR) Directorate, speaking on behalf of SADC Secretariat, welcomed the delegates for the fourth JCC of the SADC Project on Forest Conservation and Sustainable Management of Forest Resources in Southern Africa. He thanked the delegates for their commitment and dedication to leave other pressing matters in their countries to come to participate in this equally important meeting. He took time to provide brief background about himself, as he is new to SADC Secretariat and to the JCC.

Mr. Gove reminded delegates that SADC attaches great importance to the role of forests for socio-economic development and environmental services for the region. And, it is for this reason the Protocol on Forestry was developed to guide conservation, sustainable management and utilization of all types of forests and trees, as well as trade in forest products throughout the Region. Over the years, SADC has developed and implemented a number of Forestry programmes and projects and has further developed the Forestry Strategy (2010-2020) to guide and facilitate the implementation of the Protocol on Forestry. SADC/JICA Forestry project is supporting the implementation of four priorities of SADC Forestry Strategy namely Forest assessments and information management; Cooperation in trans-boundary forest and fire management; Enhanced participatory forest management; and Capacity improvement in SADC. He noted progress made in implementation of the project and thanked Member States for the commitment in implementing project activities and JICA for providing technical and financial support.

The Director reiterated that as in previous JCC meetings, this meeting will review the progress made in the implementation of the project activities, as well as implementation of the decisions made regarding the project. JCC is also expected to consider and approve the annual work plans. Member States are the implementers of the Project, while the role of Secretariat is to coordinate and facilitate the Member States and the JICA team, with the project implementation. Therefore, he called upon the JCC Members to be free to raise any issues or questions that they may have regarding the direction and implementation of the project, so that the Project is properly guided towards achieving its intended objectives. He also called upon Member States to take ownership of this project and ensure its sustainability beyond JICA support. He further, informed the delegates that JICA is facing some budgetary constraints that will affect the project budget for FYA 2018/19 and that these will be presented by the Co-Chair, for the JCC to find ways to implement the project with a reduced budget.

In conclusion, Mr. Gove thanked the Government of the Republic of South Africa for hosting the meeting and the JICA Office in South Africa for facilitating the logistics for the meeting. He also acknowledged the collaboration and support rendered by the SADC/GIZ Transboundary Use and Protection of Natural Resources Project to the SADC/JICA Forestry Project since this was important in ensuring synergies among partners in the natural resource management sector. He further thanked the Project Management Unit and other colleagues from FANR who worked tirelessly to ensure the convening of this meeting and Member States for attending the meeting, without their presence, there would be no meeting. He wished delegates fruitful deliberations.

3.3 Remarks by the Co-chair (JICA)

Speaking on behalf of the Japan International Cooperation Agency (JICA), the Chief Representative of JICA South Africa Office, Mr. Tomohiro Seki, welcomed delegates to the JCC Meeting. He started his remarks by hoping that all participants will have fruitful deliberations in the quest to strengthen regional partnerships and cooperation in the Forestry Sector through the 4th JCC Meeting.

The Chief Representative mentioned that Forests are one of the most important natural resources that have been gifted to humanity for their sustained existence on earth. He then pointed out that the Southern Africa faces many challenges when it comes to the management and sustainability of its forest resources, i.e. climate change, deforestation, forest degradation, wild fires and desertification. In order to tackle these issues, Mr. Seki drew the attention to the fact that the Project is enhancing capacity of SADC Member States in three pillars of the project, namely, Forest Information systems, Forest Fire Management, and Participatory Forest Management, and is supporting implementation of the SADC forestry Strategy for 2010-2020. He encouraged all JCC members to give their input, share best practice methods and pay attention in order to recognize progress made and what still needs to be improved going forward.

The Chief Representative appreciated the cooperation and level of partnership created between Member States and the JICA project team. He also extended his gratitude to all those who have worked tirelessly to make the JCC meeting possible, particularly, the Government of South Africa for hosting the meeting, the SADC Secretariat for the support in coordinating all Member States and the JICA project team who have dedicated themselves to executing the project mandates.

At the end of his remarks, the Chief Representative gave an explanation on JICA's overall budget situation in 2018/19 and requested the JCC to consider rescheduling of some of the Project activities in 2018/19 to 2019/20 in order to accommodate the budget reduction.

4 Objectives of the meeting

Ms. Deborah Kahatano, the Senior Programme Officer – Natural Resources and Wildlife presented the background of the project and highlighted the objectives of the meeting, which were to:

- Review the project progress since the 3rd JCC meeting;
- Receive the report of thematic Expert Working Groups;
- Consider and approve proposed changes on scheduling of project activities in line with current budget situation; and
- Consider and approve the annual project work plan.

5 Adoption of the meeting agenda

The JCC proposed the following items to be included in the agenda under any other business (AOB):

- Resource mobilization to support SADC Forestry Programme; and
- Convening of the Technical Committee on Forestry alongside the JCC

There being no further amendments, the JCC adopted the agenda as amended.

6 Review of the record of the 3rd JCC meeting and matters arising

Ms. Deborah Kahatano, Senior Programme Officer – Natural Resources and Wildlife made a presentation on the progress made in implementation of decisions of the third JCC as well matters arising. The presentation is attached as **Appendix 2**

The JCC proposed the following changes to the record of the 3rd JCC:

- (i) Decision 11.1 currently reads as follows: “the next JCC will be held in February 2018 and the JCC noted the proposal that, due to logistical reason, the next JCC is also hosted in South Africa”. JCC delegates recalled the discussions on the matter and that no clear decision was made in the meeting about host country. The decision should therefore be corrected to read as follows, “JCC proposed Mauritius to be venue for 4th JCC. Member from Mauritius informed the JCC that will consult with relevant national stakeholders and revert.”
- (ii) Also numbering from item 9 to 12 needs to be corrected to remove the zero between numbers.

7 Report on the progress

7.1 Overall progress after 3rd JCC including expected budget situation in 2018/19

Mr. Katsuro Saito, the Chief Advisor of the Project, made brief presentation on the overall progress of the project after the 3rd JCC meeting using the presentation as shown on **Appendix 3-0**.

The Chief Advisor informed the meeting that JICA is experiencing budget shortfall across the board for the FY 2018/19. As a result, the project activity budget would have to be drastically reduced during this period in order to accommodate this unfortunate situation. The estimated budget required to implement planned project activities for 2018/19 is approximately USD 680,000. The actual budget to be allocated to the project for this period is USD 288,000. The figures could change due to volatility of the foreign currency exchange rate.

The Chief Advisor further explained that as a response to this challenge, the PMU would propose deferring some of the activities that were originally planned in 2018/19 to 2019/20. He added that deferred activities are not falling off from the project plan and that they will be implemented as planned at different time slot from the original schedule as the budget situation improves.

The JCC was concerned about the implications of rescheduling of some 2018/19 activities to 2019/20 to the overall project performance due to the fact that the project end date is June 2020. Key areas of concern included the following:

- (i) Is there any guarantee that there will be sufficient funds to implement all project activities fully post 2018/19 or the problem is just being postponed?
- (ii) Will there be enough time to implement project activities effectively in 2019/20?
- (iii) If not will, the request for project extension beyond June 2020 be considered in order to cover for the delays resulting from 2018/19 budget reduction.

The Chief Advisor responded to item (i) above that, JICA is planning to provide necessary budget for 2019/20 to implement all activities including those that were deferred from 2018/19. He also explained that JICA would assess the achievement of outputs at due time and consider the extension of the Project cooperation period should this found to be necessary.

DECISION 1: Budget situation at JICA for 2018/19

7.1.1 The Joint Coordination Committee:

- a) approved the proposal to defer some of project activities planned for FY 2018/19 to FY 2019/20 to accommodate budgetary constraints at JICA;
- b) requested JICA to consider extension of project as necessary should the need arises, in order to allow implementation of project activities as per initial agreement and achieve desired results; and
- c) directed the SADC Secretariat to send formal correspondence to Member states informing them about budget reduction.

7.2 Expert Working Group (EWG) Report on Forest Information System (FIS) - Output 1

7.2.1 Mr. Takashi Nanaumi, on behalf of the Co-chair of the EWG on Forest Information System (FIS), presented a report on the progress after the 3rd JCC meeting and the draft annual work plan for 2018/19 as follows.

(i) FIS Basic Training was held on 26-30 June 2017 in Gaborone, Botswana. The objective of the training was to how to monitor Forest Area Change in a sustainable and cost saving manner by using 'Open Data' and 'Open Source Software'. Participants were exposed to cost saving forest resources monitoring methods available for their use. Representatives of 14 Member States attended the training session.

(ii) FIS Basic Training as on item (i) above was repeated in on 6-8 November 2017 in Gaborone, Botswana. The target group was a second set of participants from FIS that did not participate in first course as well as members of the Forest Fire Management (FFM) EWG. Representatives of 15 Member States (FIS members) attended the training session.

(iii) FIS EWG Meeting was held on 9-10 November 2017 in Gaborone, Botswana and was attended by 15 Member States. The meeting:

- Provided input on how to prepare for RFIS design (Activity data/Inventory data);
- Agreed on the FIS Advanced topic 2018 (QGIS advanced operations / Python – plugins / MySQL – Database / Google Earth Engine – Cutting edge technology); and
- Agreed on the Annual Work Plan in 2018/19.

The presentation is attached as **Appendix 3-1**.

7.2.2 PMU then proposed the revised annual work plan, which included deferring Advanced Training on Forest Information System from July 2018 to June 2019.

DECISION 2: Forest Information System

7.2.3 The Joint Coordination Committee:

- a) approved the proposal to defer Advanced Training on Forest Information System from July 2018 to June 2019;
- b) Approved proposed Advanced Training on Forest Information System to be held twice covering five (5) modules. Each training will be attended by 15 participants for a period of two weeks. Member States agreed to send different people to each training preferably the same people who attended basic course in order to maximize on benefits of training and ensure continuity;
- c) directed the EWG-FIS to finalize Regional Guidelines on Forest Information System by June 2019; and
- d) approved annual work plan for Forest Information System for April 2018-March 2019.

7.3 Expert Working Group (EWG) Report on Forest Fire Management (FFM) - Output 2

7.3.1 Mr. Qaphela Ndabankulu, the Chairperson of the EWG on Forest Fire Management (FFM) presented a report on the progress after the 3rd JCC meeting as follows:

- (i) Prescribed Burning Training was held twice on 18-22 July and 8-12 August 2017 in Nelspruit, South Africa. The objective of training was to develop capacity development on prescribed burning and feedback the training outcomes into the SADC forest fire management guideline. Participants actively took part in both lecture and outdoor practical sessions and acquired knowledge and understanding on prescribed burning. Representatives of 14 Member States and 13 Member States participated the training sessions respectively. Participants had different levels of

technical experience on prescribed burning were so levelling the playing field proved to be a challenge.

- (ii) FIS Basic Training was held on 6-8 November 2017 in Gaborone, Botswana. The objective of the training was to impart knowledge on how to monitor Forest Area Change in a sustainable and cost saving manner by using 'Open Data' and 'Open Source Software'. Participants were exposed to cost saving forest resources monitoring methods available for their use with technical support from FIS members. Representatives of 14 Member States (FFM members) attended the training session.
- (iii) FFM EWG meeting was held on 9-10 November 2017 in Gaborone, Botswana and was attended by 14 Member States. The meeting:
- Agreed on the draft table of contents for Regional FFM guidelines;
 - Developed a matrix on the development of case studies covering best and bad practices and allocated responsibilities on topics to be covered by each Member State;
 - Reached agreement on the outline of the Regional Guideline on Forest Fire Management and developed table of contents; and
 - Agreed on the Annual Work Plan in 2018/19.

The presentation is attached as **Appendix 3-2**

7.3.2 PMU then proposed the revised annual work plan, which included deferring Awareness Training from August 2018 to November 2019.

DECISION 3: Forest Fire Management

7.3.3 The Joint Coordination Committee:

- a) approved the proposal to defer Awareness Training (Training of Trainers) for Forest Fire Management from August 2018 to November 2019;
- b) approved annual work plan for Forest Fire Management for April 2018-March 2019 (one advanced training in Forest Fire Management for 15 people for one week). Training to be held back to back with EWG meeting;
- c) urged EWG on FFM to consider undertaking practical training in Fire Management in mountainous terrain to enable participants to tackle fire in different landscapes. Practical training on fire management in low-lying areas has already been conducted;

- d) JCC directed the EWG to finalize the development of Regional Guidelines in FFM by the end of 2018 in order to give time to test and improve guidelines before the end of the project; and
- e) directed EWG FFM to maintain the use of terminology transboundary FFM and not to change to bilateral FFM as requested by the EWG.

7.4 Expert Working Group (EWG) on Participatory Forest Management (PFM) - Output 3

7.4.1 Ms. Mmakwena Maleka, the Chairperson of the EWG on Participatory Forest Management (PFM) presented a report on the progress after the 3rd JCC meeting as follows:

- (i) The 3rd PFM EWG meeting was held on 23-25 May 2017 in Johannesburg, South Africa and was attended by 15 Member States. During the meeting, the Member States presented 15 PFM good practices and the templates for good practice and project list were modified. The meeting identified five potential topics for PFM training and agreed on a schedule for the development of PFM Guidelines.
- (ii) The 4th PFM EWG meeting was held on 2-6 October 2017 in Arusha, Tanzania and was attended by 30 participants from 15 Member States. The meeting:
- Interrogated the draft zero of the PFM Guidelines and re-examined the proposed structure of the PFM Guidelines;
 - Discussed on key categories of PFM Database;
 - Received presentations and 13 PFM good practices;
 - Received a presentation from the PMU on External funding sources; and
 - Identified topics for PFM training i.e. Project management for PFM” and “Market analysis for PFM”;

The PFM EWG Members visited the Forest Training Institute (FTI) of Tanzania, and learned about the capacity development programs offered by FTI to support PFM. They also visited the Lake Duluti Forest Reserve project to observe the co-management practice with emphasis on the role of the government in PFM.

The presentation is attached as **Appendix 3-3**

7.4.2 PMU then proposed the revised annual work plan, which included deferring EWG meeting (to be held back to back with Market Analysis Training) from November 2018 to September 2019.

DECISION 4: Participatory Forest Management

7.4.3 The Joint Coordination Committee:

- a) approved the proposal to defer one EWG meeting and Market analysis training from November 2018 to September 2019. The two will be held back to back;
- b) approved annual work plan for Participatory Forest Management for April-March 2018
- c) directed the EWG to finalize the development of Regional Guidelines in PFM by December 2018 in order to give time to test and improve guidelines before the end of the project.

7.5 Report on Capacity Development of SADC Secretariat - Output 4

7.5.1 The Chief Advisor informed the meeting of the progress made toward hiring of Technical Assistant (TA) from the region to work alongside the Japanese experts to support project implementation and skill transfer. The TA will play a key role on stakeholder coordination. Terms of reference have been drafted in collaboration with the SADC Secretariat and the position will soon be advertised.

7.5.2 JCC welcomed the move to hire TA by the project and suggested that SADC Secretariat should mobilized resources to Programme Officer Forestry position within SADC Secretariat in a long run in order to ensure sustainability of project.

DECISION 5: Capacity Development of SADC Secretariat

7.5.3 The Joint Coordination Committee

(i) welcomed the move to hire Technical Assistance for the project;

(ii) noted that Terms of reference has been developed in consultation with SADC Secretariat and that the position will be advertised soon

8 Mutual relationship among the three components

Mr. Takashi Nanaumi, JICA Short-term Expert on Forest Information System presented the Project's plan to establish a common information-sharing platform for the three components of the Project. He explained that a portal site will be prepared in the SADC's AIMS (Agriculture Information Management System)

and all Project products, such as Forest Area Information, Guidelines on Forest Fire Management and Participatory Forest Management, Database for good practices of PFM and so forth, will be stored in the platform and made available to the Member States. He added that the portal site would be an effective tool for sharing information and discussions among the Member States.

The presentation is attached as **Appendix 4**

9 Review of the Plan of Operations (PO)

The Chief Advisor made a presentation on updating of the Plan of Operations (PO) based on the actual progress and reflecting the changes of future activity plans that were agreed by the JCC.

The JCC acknowledged and authorized the updated Plan of Operations as **Appendix 5**.

10 Other issues discussed and deliberated upon

10.1 Standard procedures for communication and clearing of input from Member States

JCC directed EWG Members to share the results of their work with their respective Directors on regular basis as a way of keeping them up to date. In addition, the EWG Members should obtain clearance on case studies and other key information that is submitted to PMU from their countries in order to ensure ownership of the product.

10.2 SADC Technical Committee meeting on Forestry

JCC noted that the SADC Technical Committee meeting on Forestry has not been convened since 2014. Since the JCC is comprised of the Directors of Forests from Member States, it requested SADC/JICA project to consider supporting the SADC Technical Committee on Forestry Meeting back to back with the JCC, as this forum has not been meeting for a while. This will be done on cost sharing basis in order to leverage resources

10.3 Resource Mobilization

PMU to provide practical training and/or focused support to EWG members on how to access funds from existing financing mechanisms to enable countries to access funds in an effort to address funding gaps to support Forestry programmes.

10.4 Financial Reports from the JICA

The JCC was concerned by the fact that the financial reports have not been presented to JCC, since the start of the project, in order to allow them to monitor expenditure trends in relation to project implementation and guide the project properly. JCC requested JICA to share financial reports from the beginning of the project to date as well as in the future. JCC directed SADC Secretariat to send formal request to JICA in this regard.

DECISION 6: Financial Reports from the JICA

10.4.1 The Joint Coordination Committee directed SADC Secretariat to send formal correspondence to JICA requesting for financial reports from project inception to date.

11 Any other Business

The JCC discussed issues affecting the Forestry sector ranging from to lack of funding to support the implementation of SADC Forestry Protocol and associated regional programmes as well as lack of human resources within SADC Secretariat to adequately support the coordination of the SADC Forestry Programme. Since these issues are outside the mandate of JCC, JCC Members requested the issues to be elevated to the SADC Technical Committee on Forestry for consideration. The SADC Technical Committee on Forestry will be requested to:

- a) Direct SADC Secretariat to seek funding to support the position of Programme Officer-Forestry within SADC Secretariat in a long run to ensure sustainability of project and forestry activities.
- b) Urge Member States to consider seconding PO- Forestry to SADC Secretariat. SADC Secretariat to provide details of cost implications to Member States.
- c) Direct the Secretariat to intensify mobilization of financial resources to support effective implement the forest management activities. This to include drawing lessons from similar institutions from Africa and elsewhere, and learning on how to access funds from existing financial mechanisms such as the Green Climate Fund (GCF), the Global Environment Facility (GEF) and the Global Forest Financing Facilitation Network (GFFFN) among others.
- d) Direct the Secretariat to facilitate fundraising from regional perspective to complement national efforts e.g. use of cross-regional envelopes.

12 Date and venue of the next meeting

The 5th JCC to be held in April 2019 instead of February 2019 as initially planned.

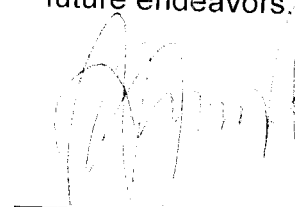
JCC recommended that meetings be held on rotational basis in line with SADC Policy to ensure equity and facilitate learning from host countries. This may include the review of structure of the meetings to include field trip/practical learning resources permitting.

Two countries were proposed as venue for the 5th JCC meeting. They include Mauritius if JCC is organized alone; and Namibia if the JCC is convened back to back with the SADC Technical Committee on Forestry. Cost analysis to be done as well as consultations with relevant stakeholders in home country and JICA Headquarters.

13 Wrap up and closing

Mr. Gove, Director FANR, noted that this was his first JCC meeting and appreciated the presence and active engagement of the participants. He reiterated that the JCC was a forum led by Member States and that Secretariat cannot make decisions without the consent of the Member States. He informed the delegates that Secretariat would send the record to them by e-mail so that they give feedback. In conclusion, the Director thanked the participants for attending the meeting and wished them safe travels back home. His remarks were echoed by Mr. Madula who, on behalf of the host country, wished the JCC Members safe travels back home.

The JCC took opportunity to bid farewell to Mr. Solomon Gamedze, JCC Member from Swaziland, who will be retiring from Public Service. The JCC thanked him his contribution to the sector and wished him all the best in his future endeavors.



Domingos Z. Gove
Director, FANR
SADC Secretariat
Co-Chair of JCC

Date: 24 / 05 / 2018



Tomohiro Seki
Chief Representative
JICA South Africa Office
Co-Chair of JCC

Date: 24 / 05 / 2018



RECORD

5th Joint Coordination Committee (JCC) Meeting

for

**The JICA-SADC Project for Forest Conservation and Sustainable Management
of Forest Resources in Southern Africa**

14 - 16 May 2019

Tamassa Resort, Bel Ombre, Mauritius



1. Introduction

The fifth Joint Coordination Committee (JCC) meeting of the SADC/JICA Forestry Project was held on 14-16 May 2019, at Tamassa Resort, Bel Ombre, and Mauritius. The meeting was co-chaired by the Director for Food, Agriculture and Natural Resources (FANR) Directorate, Mr. Domingos Gove and the Resident Representative of JICA in Madagascar, Mr. Shinji Umemoto.

2. Attendance

Thirteen (13) SADC Member States attended the meeting, namely: Angola, DRC, Eswatini, Lesotho, Madagascar, Malawi, Mauritius, Mozambique, Namibia, Seychelles, Tanzania, Zambia, and Zimbabwe. Officials from the SADC Secretariat, Officials from JICA Madagascar, JICA DRC, JICA South Africa, JICA Consultant Team from Japan Forest Technology Association (JAFTA), SADC-GIZ Transboundary Use and Protection of Natural Resources (TUPNR) Programme also attended the meeting.

The attendance list is attached as **Appendix 1**.

3. Welcome remarks by host country

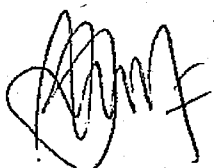
The Assistant Conservator of Forests, Mrs. Cecily Cyparsade, from the Forestry Service, Ministry of Agro Industry and Food Security in Mauritius, welcomed the delegates to the meeting. She said that Mauritius was honored to host the 5th JCC meeting, and invited the delegates to feel welcome to Mauritius, and looked forward to fruitful discussions.

4. Remarks and objectives of the meeting by the Chair, SADC Secretariat

The JCC Chair, Director-FANR, Mr. Domingos Gove, on behalf of the SADC Executive Secretary, Dr. Stergomena Lawrence Tax, welcomed the delegates to the 5th Joint Coordination Committee (JCC) meeting (also referred to as the Steering Committee meeting).

The JCC Chair noted that 40% of the total land area of SADC region is covered by forests, rich in forest biodiversity, and very important for the socio-economic development of the region. The wellbeing of a majority of the SADC population depend on forest resources for their daily livelihoods and food security; hence the importance for the region to promote sustainable forest management for the benefit of both present and future generations.

He also noted that the SADC Treaty calls upon Member States to achieve sustainable utilisation of natural resources and effective protection of the environment. In this regard, SADC developed the Protocol on Forestry to promote



conservation, sustainable management and utilisation of all types of forests and trees, as well as to promote legal trade in forest products throughout the region.

The JCC Chair further noted that SADC developed a forestry strategy and programmes for implementation through collaboration among SADC Member States as well as with international cooperating partners. It is for this reason that SADC Secretariat obtained support of the Government of Japan through JICA, to implement the SADC-JICA Forestry Project; which is supporting implementation of three priorities of the SADC Forestry Strategy namely: Forest assessments and information management; Cooperation in trans-boundary forest and fire management; and Enhanced participatory forest management. In addition, there is a fourth component on Capacity improvement in SADC Secretariat that has not been implemented.

He reminded the JCC of its obligation as a decision-making body responsible for providing overall strategic direction and oversight for project implementation. He reiterated the crucial role played by the Directors of Forestry or their representatives, in the Project implementation, and called upon Member States to be free to raise any issues or questions regarding the direction and implementation of the project, so that the Project is properly guided to achieve its intended objectives. He also called on Member States to take ownership of the project and ensure its sustainability beyond JICA support. He also noted that the Project has already convened four JCC meetings, and this was the fifth one. As in previous JCC meetings, the objectives of the 5th JCC meeting were to:

- (i) review the project progress since the 4th JCC meeting;
- (ii) receive the reports of thematic Expert Working Groups;
- (iii) consider and approve the annual project work plan; and,
- (iv) consider and approve the proposed project exit strategy since the project is ending in June 2020.

The JCC Chair thanked the Government of Mauritius for hosting, and JICA for facilitating the logistics of the meeting. He also acknowledged the collaboration and support rendered by the SADC/GIZ TUPNR Project to the SADC/JICA Forestry Project, as important in ensuring synergies among partners in the natural resource management sector. He further thanked the Project Team and FANR staff who ensured the convening of the meeting and the Member States for their participation; and wished the delegates fruitful deliberations.

5. Remarks by the Co-chair, JICA

The JCC Co-Chair-JICA represented by the Resident Representative of JICA in Madagascar, Mr. Shinji Umemoto, expressed appreciation to the SADC Secretariat and Japan Forest Technology Association (JAFTA) staff, and particularly to the Mauritius Government for their efforts in making this meeting possible in Mauritius.

The Co-Chair informed the JCC that the SADC-JICA Forestry Project is the first attempt by JICA to work regionally with an intergovernmental organization such as SADC as a partner. Therefore, JICA is going through a learning curve working in such an environment to ensure that the project succeeds. He highlighted some of the achievements of this Project such as the over 400 personnel trained, and the Regional Forest Information System developed. He looked forward to the inclusion of




the Project achievements and programmes to the agenda of the next Tokyo International Conference on African Development (TICAD 7) scheduled for Yokohama in August 2019.

The Co-chair reminded the participants that the three Expert Working Groups (EWGs) on Forest Information System (FIS), Forest Fire Management (FFM) and Participatory Forest Management (PFM) had respectively held their meetings as scheduled. In this regard, he expressed his deep regret on behalf of JICA HQ about the budget crisis of the last financial year 2018/2019, which resulted in many inconveniences amongst the Member States, and deferring a number of activities under the project to this financial year 2019/2020. He also explained that the budget issues were across the board affecting all the activities of JICA, but it does not justify what the project had gone through. Nevertheless, he assured the meeting that the financial situation for the year 2019/2020 is back on track and that project activities would be fully covered financially.

In closing, he expressed a strong wish for putting plans in practice on the ground in each Member State, after all the seminars and training conducted under the project.

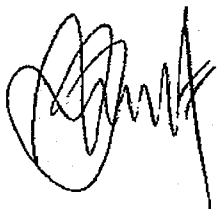
6. Official opening

The Conservator of Forests, Forestry Services of the Ministry of Agro-Industry and Food Security, Mr Vishnu Tezoo, welcomed the delegates to Mauritius. He thanked the SADC Secretariat for organizing the meeting in Mauritius, as well as JICA and JAFTA for their support in the project implementation.

He highlighted the importance of forests to build resilience and create the conditions that support food security and environmental benefits such as livelihoods, provision of wood fuel for cooking, fodder for animals and income generation. He noted that the project shows the importance of forest conservation and protection of natural resources in addressing forest degradation, deforestation, food insecurity, natural disasters as well as combating the challenges of Climate Change and Natural Disasters among others. Addressing these challenges requires collaboration among Member States as well as with partners, namely civil society, the private sector and international agencies.

The Conservator noted that the Government of Mauritius recognizes the importance of forests and its benefits in the sustainable development of the country owing to their environmental, ecological, social and economic functions. Mauritius is a Small Island Developing State (SIDS) with limited land resources, and there is pressure on forestlands for agricultural and infrastructural development. The country is putting in place enabling policies and strategies to increase forest cover through various policies, strategies and other projects, which include landscaping programs all over the island.

He also highlighted that the Forestry Service under the Ministry of Agro Industry and Food Security, obtained technical assistance of the FAO to conduct legal and institutional reforms and to organize an inter-sectoral program for developing capacity and raising awareness in implementing the existing forest policy. Furthermore, processes are underway to revise the existing forest legislation, restructuring the institutional arrangements and capacity development. In addition,



Mauritius is committed to the obligations of the Multilateral Environmental Agreements and is undertaking all efforts to combat climate change, mitigate natural disasters, and provide environmental benefits to the wellbeing of the citizen of Mauritius.

The Conservator noted that the training programs under SADC-JICA Forestry project were beneficial to Mauritius through capacity building and learning experiences from other countries on the effective management and development of participatory forestry by involving multi-stakeholders including private forest land owners, NGOs, local people, small handicraft businesses, bee keepers, as well as eco-tourism practitioners. The proposed Regional Guidelines on Forest Fire Management and Participatory Forest Management, and Regional Database on the Forest Information System will also help the decision makers to promote and develop approaches for Sustainable Management of Forests by involving all relevant stakeholders.

The Conservator also noted that Mauritius will continue to work on intensifying consultations with SADC countries and exchanging expertise on core issues related to forest protection and biodiversity conservation, and sustainable agricultural development. Also, Mauritius will continue to cooperate and collaborate in the implementation of SADC Forestry project and provide support for its successful completion.

The conservator hoped that the recommendations of the 5th JCC meeting will help the region to implement the project efficiently and that the ideas exchanged during the meeting will help to make decisions leading to greater interaction among all the parties working to achieve sustainable forest management in the SADC region and globally.

In conclusion, the Conservator wished the JCC Members a successful meeting, and fruitful deliberations; and declared the 5th JCC meeting officially open.

7. Adoption of the meeting agenda

The JCC considered and adopted the agenda as presented by SADC Secretariat.

8. Self-introductions

Delegates were invited to make self-introductions to create awareness of who was present in the meeting.

9. Review of the record of the 4th JCC meeting and matters arising

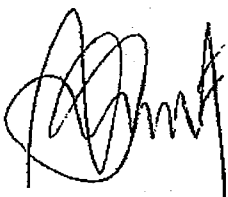
The Senior Programme Officer – Natural Resources and Wildlife presented the matters arising from the record of the 4th JCC meeting, See table 1. The JCC discussed the matters arising and adopted the record.

Table 1

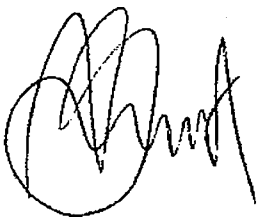
ITEM	ACTION	RESPONSIBLE	STATUS
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ITEM	ACTION	RESPONSIBLE	STATUS
Decision 1: Budget situation at JICA for 2018/2019	7.1.1 (b) JCC requested JICA to consider extension of project as necessary should the need arises, in order to allow implementation of project activities as per initial agreement and achieve desired results.	JICA	JICA to provide update in the 5 th JCC meeting. Refer to item 7.2 of the 5 th JCC Annotated Agenda
	(c) JCC directed the SADC Secretariat to send formal correspondence to Member states informing them about budget reduction.	SADC Secretariat	The information is captured in the record for the 4 th JCC meeting under item 7.1 paragraph 2
Decision 2: Forest Information System	(a) JCC approved the proposal to defer Advanced Training on Forest Information System from July 2018 to June 2019;	PMU	Activity included in the 2019/2020 work plan. Refer to item 7.3.2 (i) of the 5 th JCC Annotated Agenda.
Decision 3: Forest Fire Management	(a) JCC approved the proposal to defer Awareness Training (Training of Trainers) for Forest Fire Management from August 2018 to November 2019.	PMU	Activity included in the 2019/2020 work plan. Refer to items 7.4.2 (i) of the 5 th JCC Annotated Agenda
	(c) JCC urged EWG on FFM to consider undertaking practical training in Fire Management in mountainous terrain to enable participants to tackle fire in different landscapes. Practical training on fire management in low-lying areas has already been conducted.	PMU	Activity included in the 2019/2020 work plan. Refer to items 7.4.2 (ii) of the 5 th JCC Annotated Agenda
	(d) JCC directed the EWG to finalize the development of Regional Guidelines in FFM by the end of 2018 in order to give time to test and improve guidelines before the end of the project.	PMU	Regional Guidelines on Forest Fire Management drafted and shared




ITEM	ACTION	RESPONSIBLE	STATUS
Decision 4: Participatory Forest Management	(a) approved the proposal to defer one EWG meeting and Market analysis training from November 2018 to September 2019. The two will be held back to back;	PMU	Activity included in the 2019/2020 work plan. Refer to items 7.5.2 (i) of the 5 th JCC Annotated Agenda
	(b) directed the EWG to finalize the development of Regional Guidelines in PFM by December 2018 in order to give time to test and improve guidelines before the end of the project.	PMU	Regional Guidelines for PFM have been drafted and shared
Decision 5: Capacity Development of SADC Secretariat	The Joint Coordination Committee (a) welcomed the move to hire Technical Assistance for the project; and (b) noted that Terms of reference has been developed in consultation with SADC Secretariat and that the position will be advertised soon	JICA	The SADC-JICA Forestry Project will not hire a Forestry Officer. Details are included in item 7.6 of the 5 th JCC Annotated agenda
Decision 6: Financial Reports from JICA	The Joint Coordination Committee directed SADC Secretariat to send formal correspondence to JICA requesting for financial reports from project inception to date.	JICA/SADC Secretariat	(a) SADC Secretariat requested for financial report. (b) PMU to present financial report.
Date and venue of the next meeting	Two countries were proposed as venue for the 5 th JCC meeting as follows: (a) Mauritius if JCC is organized alone; and (b) Namibia if the JCC is convened back to back with the SADC Technical Committee on Forestry.	SADC Secretariat	(a) The meeting of the SADC Technical Committee on Forestry was held 8-9 November 2018 in Windhoek, Namibia (b) 5 th JCC is being held 14-16 May 2019 Mauritius




10.0 Report on the overall progress of the Project after the 4th JCC meeting

10.0.1 JCC recalled that, at their 4th meeting, they were informed about the budgetary constraints that was affecting JICA across the board for the FY 2018/2019 and that the project activity budget would have to be drastically reduced during this period in order to accommodate this unfortunate situation. Consequently, JCC approved the proposal to defer some of project activities planned for FY 2018/2019 to FY 2019/2020 in order to accommodate budgetary constraints at JICA as follows:

- (i) Advanced Training on Forest Information System was deferred from July 2018 to June 2019;
- (ii) Awareness Training (Training of Trainers) for Forest Fire Management was deferred from August 2018 to November 2019; and
- (iii) One Expert Working Group (EWG) meeting on Participatory Forest Management and Market analysis training were deferred from November 2018 to September 2019. The two will be held back to back.

10.0.2 JCC also recalled that they approved the annual work plan for April 2018-March 2019. The plan constituted activities from the three pillars of the project namely Forest Information System, Forest Fire Management and Participatory Forest Management.

10.0.3 The PMU presented a summary of the overall progress of the project since the 4th JCC meeting held in Johannesburg, South Africa on 14-15 February 2018:

Forest Information System (FIS)

- (i) 3rd EWG-FIS meeting was held on 9-11 October 2018 in Lusaka, Zambia
- (ii) Regional Forest Distribution Map (FDM) 2015 (Ver.0) was shared and discussed and recommendations on how to raise accuracy of the Map were made.

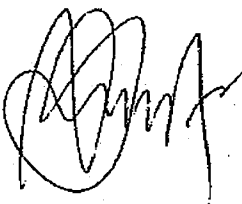
Forest Fire Management (FFM)

- (i) 3rd EWG-FFM meeting in conjunction with the Advanced Training was held on 29 October - 2 November 2018 in Nelspruit, South Africa
- (ii) Draft Regional Guideline on Forest Fire Management was prepared by the end of December 2018

Participatory Forest Management (PFM)

- (i) 5th EWG-PFM meeting was held on 3-7 September 2018 in Lilongwe, Malawi
- (ii) Exercise of making Action plan for mobilizing external fund was conducted
- (iii) Draft Regional Guideline on Participatory Forest Management was prepared by the end of December 2018

10.1 Update on budget situation for 2019/2020




10.1.1 The JCC recalled that the 4th JCC meeting was duly informed that despite the fact that the budgetary constraints had led to rescheduling of project activities, the deferred activities were not falling off from the project plan but would be implemented as planned at different time slots as the budget situation improves. The JCC was assured that JICA is planning to provide necessary budget for 2019/2020 to implement all activities including those that were deferred from 2018/2019.

10.1.2 The JCC also recalled that the 4th JCC meeting was cognizant of the fact that the project was ending in June 2020 and posed the following questions:

- (i) Will there be enough time to implement project activities effectively in 2019/2020; and
- (ii) Will JICA consider the proposal to extend the Project cooperation period beyond June 2020 in order to cover for the delays resulting from 2018/2019 budget reduction should the need arise.

Fourth JCC was informed that JICA would assess the achievement of outputs at due time and advice on the most appropriate course of action.

10.1.3 The Resident Representative of JICA in Madagascar presented to the JCC the Project budget situation for 2019/2020 and the way forward. JICA now has budget to implement the remaining activities for 2019/2020. The Project will end in June 2020 as planned and there will be no further extension. JICA is working on a proposal for a Transboundary Forest Fire Management Project in KAZA TFCA as a follow on project.

10.2 EWG Report on Forest Information System

10.2.1 The Chairperson of the Expert Working Group on Forest Information System reported on the progress in the implementation of FIS activities in 2018/2019 and presented the draft annual work plan for 2019/20.

10.2.2 Progress after the 4th JCC meeting in the implementation of FIS activities in 2018/2019 was follows:

- (a) The 3rd meeting of the EWG-FIS was held on 9-11 October 2018 in Lusaka, Zambia and was attended by 14 Member States. The objectives of the meeting were to:
 - (i) develop Portal Site for sharing information of the Project Outputs;
 - (ii) share lessons learnt for the advanced FIS in the host country;
 - (iii) develop RFIS System Design (Regional Guideline);
 - (iv) develop Regional Forest Distribution Map 2015 (FDM Classification Map 2015); and
 - (v) develop Annual Work Plan for 2019/20.
- (b) The outputs of the EWG FIS meeting included the following:

- (i) Idea/Comments on development of the Portal Site (a common platform for storing and sharing information among all three project components);
- (ii) Lessons learnt from the advanced FIS;
- (iii) Idea/Comments on RFIS System Design;
- (iv) Information for accuracy of the Forest Distribution and Classification Map 2015; and
- (v) Draft Annual Work Plan for 2019/2020.

10.2.2 The Chairperson also presented the proposed FIS Annual work plan for 2019/2020 as follows:

- (i) Advanced Training on Forest Information System to be held on 24 June -16 July 2019 in Gaborone, Botswana;
- (ii) RFIS/NFIS Training to be held on 9-13 December 2019 in Gaborone, Botswana;
- (iii) 4th EWG-FIS meeting to be held on 24-27 February 2020 (venue to be confirmed later); and
- (iv) Finalization of the Regional Guidelines on Forest Information System.

10.2.3 The JCC noted that the FIS component is preparing a vegetation map, which will be based on the European Commission Global Land Cover Map 2000. The JCC advised that the map should use standardized definitions related to other global definitions such as those used by United Nations Forest Forum (UNFF), Food and Agriculture organization of the United Nations (FAO) and African Union Commission (AUC). The FIS will store data and information on fire; participatory forest management; as well as forest cover and forest cover change. The data will be used to calculate forest volume, and forest volume change to facilitate planning and decision-making.

10.2.4 The JCC also noted that the project has carried out training on FIS. In addition, there will be capacity building for field data collection. The project has procured sixteen laptops as well as Tablet-PC (Mobile device) for field data collection) which will be handed over to Member States. This equipment is to facilitate information sharing among the countries.

10.2.5 The JCC recalled that at the beginning of the project it was agreed that each EWG would have one main Member and an alternate Member from each Member State. JCC was informed that this is still the case.

DECISION 1: Forest Information System

10.2.6 The Joint Coordinating Committee:

- (i) directed the Expert Working Group on Forest Information System to develop a SADC definition of Forest and present it to JCC for consideration. The definition should be benchmarked against universal forest definitions such as those used by the United Nations Forest Forum (UNFF), Food and Agriculture organization of the United Nations (FAO) and African Union Commission (AUC); and,

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| (ii) approved the Forest Information System Annual Work Plan for 2019/2020 |
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10.3 EWG Report on Forest Fire Management (FFM)

10.3.1 The Chairperson of the Forest Fire Management (FFM) reported on the progress in the implementation of FFM activities in 2018/2019 and presented the draft annual work plan for 2019/20.

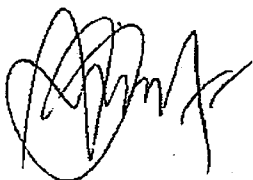
10.3.2 Progress after the 4th JCC meeting in the implementation of FFM activities in 2018/2019 was follows:

- (a) advanced training on Forest Fire Management was held on 29-31 October 2018 in Nelspruit, South Africa and was attended by participants from 14 SADC Member States. The objective of the training was to develop capacity for Forest Fire Management on Remote Sensing and GIS. Training was delivered through a combination of lectures and outdoor practical activities. Participants actively took part in both activities and were exposed to the following key techniques on how-to:
 - (i) process Forest Danger Index using Google Earth Engine;
 - (ii) interpret satellite image in order to update status of fire break; and
 - (iii) collect field data using mobile application with Tablet-PC
- (b) collection of field data on
 - (i) extent in hectares of burned areas;
 - (ii) coordinates of locations of burned areas;
 - (iii) type of vegetation burned down; and,
 - (iv) fire breaks / cut lines.
- (c) the 3rd meeting of the EWG-FFM was held on 1-2 November 2018 in Nelspruit, South Africa and was attended by 14 Member States, to finalize the development of Regional Guidelines on Forest Fire Management. The draft Regional Guidelines on FFM has been produced and shared with EWG for input and consideration. The meeting also developed a draft FFM annual work plan for 2019/2020.

10.3.3 The Chairperson also presented the proposed FFM Annual work plan for 2019/2020 as follows:

- (i) Trial MoU/Awareness Training to be held on 22-26 July 2019 in Nelspruit, South Africa,
- (ii) Comprehensive Training (ICS,GIS) to be held on 18-23 November 2019 in Maseru/Hlotse, Lesotho, and
- (iii) EWG-FFM meeting to be held on 24-27 February 2020 in Katima Mulilo, Namibia.

10.3.5 The JCC was informed of the need for fast internet connectivity during fire trainings, as well as the necessity to conduct training on fire fighting in a




mountainous environment in Lesotho instead of a two weeks training on development of MoUs.

DECISION 2: Forest Fire Management

10.3.7 The Joint Coordinating Committee:

- (i) directed the Expert Working Group on Forest Fire Management to summarize the draft guidelines on Forest Fire Management to a suitable size document; and,
- (ii) approved annual work plan for Forest Fire Management for 2019/2020.

10.3 EWG Report on Participatory Forest Management (PFM)

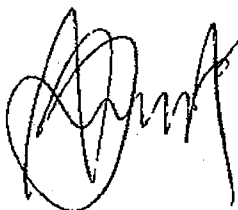
10.3.3 The Chairperson of the Participatory Forest Management (PFM) reported on the progress in the implementation of PFM activities in 2018/2019 and presented the draft annual work plan for 2019/2020.

10.3.4 Progress after the 4th JCC meeting in the implementation of PFM activities in 2018/2019 was follows:

- (a) the 5th meeting of the EWG-PFM was held on 3-7 September 2018 in Lilongwe, Malawi and was attended by 12 Member States. The objectives of the meeting were to:
 - (i) conduct the PFM Regional Database training for data registration and collect comments for improvement on system interface;
 - (ii) learning and experience sharing on PFM activities through the field-visit;
 - (iii) finalize the development of Regional Guidelines on PFM;
 - (iv) develop concept note and action plan for mobilizing external funding; and,
 - (v) draft the Annual Work Plan for 2019/2020
- (b) The outputs of the EWG-PFM meeting included the following:
 - (i) comments for improvement of the PFM Regional Database System;
 - (ii) Lessons learned on PFM activities from visiting the Sendwe Village in Malawi;
 - (vi) Draft Regional Guidelines on PFM, which was shared with JCC for input and consideration;
 - (iii) Action plan for mobilizing external funding; and
 - (iv) Annual PFM Work Plan for 2019/2020.

10.4.2 The Chairperson also presented the proposed PFM Annual work plan for 2019/2020 as follows:

- (i) Marketing Analysis / PFM Database Training; and,
- (ii) 6th EWG-PFM meeting




The two activities will be held back to back on 26 November to 3 December 2019 in Gaborone, Botswana.

10.4.2 The JCC noted that the PFM Guidelines were too long and should be shortened. The section in the Guidelines on good practice should be removed from the Guidelines and produced as a separate document. The JCC also noted that the draft guidelines on participatory forest management were shared only among EWG-PFM members and not with the JCC members. The JCC advised that the guidelines must be finalised before sharing with the JCC for endorsement and recommendation to SADC Statutory Structures.

10.4.3 The EWG-PFM was also having challenges on definitions of PFM in the Guidelines. JCC advised that like in the forest definitions, EWG-PFM should consider using globally accepted definitions on PFM. In addition, JCC recommended setting up a working group to look into definitions, and that this group should deal with both FIS and PFM definitions.

DECISION 3: Participatory Forest Management

The Joint Coordinating Committee:

- (i) directed the Expert Working Group on Participatory Forest Management to:
 - (a) develop a SADC definition of Participatory Forest Management and present it to JCC for consideration;
 - (b) summarize the draft regional guidelines on PFM to a suitable size document; and
 - (c) separate the good practices from the draft regional guidelines on PFM as these are two distinct deliverables
- (ii) JCC approved annual work plan for Participatory Forest Management for 2019/2020

10.4 Report on Capacity Development of SADC Secretariat

10.4.7 The JCC recalled that in addition to the three Project pillars of forest information systems (FIS); integrated forest fire management (FFM); and participatory forest management (PFM), the Project has a fourth pillar on Capacity building for SADC Secretariat. Under this pillar, the Project is expected to recruit an Expert (Forestry Officer) from the SADC region to work alongside JICA experts to facilitate smooth implementation of the project as well as skills transfer. At their 4th meeting, the JCC received a report on progress made towards recruitment of a Forestry Officer; Terms of Reference for the position were in place and that plans were underway to advertise for the position.




10.5.2 JCC noted that the SADC Technical Committee discussed the issue of recruitment of a Forestry Officer under the SADC/JICA Forestry Project on Forestry at its meeting of November 2018, in Windhoek, Namibia. The Committee noted that no progress had been made on the recruitment since 4th JCC meeting, and urged the Project to fulfill its obligation of strengthening coordination capacity at SADC Secretariat through provision of a regionally recruited forestry officer.

10.5.3 JCC also noted that the position has not been advertised due to some unforeseen challenges from the JICA side. JICA informed the Secretariat that they would only be ready to support the position upon receiving guarantee that the incumbent will be automatically absorbed by the Secretariat at the end of the project.

10.5.4 JCC further noted that the position of Programme Officer Forestry is included under the current SADC Secretariat Structure, but it is categorized as flexi, meaning that it cannot be funded under the mainstream Member States budget allocation to SADC Secretariat due to budgetary constraints. Like with all other flexi positions the position can be filled either through secondment by Member States or through financial support from International Cooperating Partners (ICPs). This being the case SADC Secretariat is not able to provide a guarantee that it will automatically absorb the incumbent at the end of the project. The position is still vacant. JCC recommended that the flexi position should be changed to permanent position paid by the Member States contribution to SADC Secretariat to ensure sustainability.

10.5.5 The PMU informed JCC that JICA had only USD25,000 for capacity development of SADC Secretariat and offered to support capacity building for SADC Member States as a whole in place of recruiting a forestry officer. JCC recommended using the money for (i) purchase of a vehicle to be used in KAZA TFCA for field visits when the proposed JICA project is implemented (ii) supporting long-term training at Masters Level for forestry candidates from SADC region.

10.5.6 JCC raised concerns over the little amount of USD25,000 for capacity development of SADC Secretariat considering that the position had not been filled for four years. JAFTA offered to raise the amount with additional USD25,000 from the project operational budget to come to USD50,000. The JICA Representative for Madagascar advised JCC that it will not be possible to raise the amount from USD 25,000 to 50,000.

10.5.7 JCC noted that JICA had pledged to recruit a forestry officer for 5 years and wondered what happened to the money for this activity, since there was now only USD25,000 left. JCC was concerned that the Project failed to implement Component 4 of the Project on Capacity Development of SADC Secretariat.



DECISION 4: Capacity Development of SADC Secretariat

The Joint Coordinating Committee noted that the position will not be filled and directed SADC Secretariat to:

- (i) send a letter to JICA to request information on the funds that were allocated to component 4 of the project and the amount currently available for use;
- (ii) communicate with JICA the concern of Member State on failure to implement this component; and,
- (iii) propose to JCC activities to be supported by the funds available under component 4.

10.5 Update on Forest Information System Portal (A common platform for three components)

10.6.1 JCC recalled that the project was in the process of developing a Forest Information System Portal to serve as a tool/platform for storing and sharing of Project Outputs and information from all three-project components. All Project products, such as Forest Area Information, Guidelines on Forest Fire Management and Participatory Forest Management, Database for good practices of PFM and so forth, will be stored in the platform and made available to Member States.

10.6.2 PMU provided JCC a progress report on the development of Forest Information System Portal and the JCC considered and noted progress made.

11 Action Plan for External Funding (Development of Project Idea Note)

11.0.1 JCC recalled that at its 4th meeting it requested the PMU to:

- (i) provide practical training and/or focused support to EWG members on how to access funds from existing financing mechanisms to enable countries to access funds in an effort to address funding gaps to support Forestry programmes; and,
- (ii) develop an exit strategy and a way forward in order to ensure sustainability of outcomes from the current project beyond the duration of the current cooperation (June 2020).

11.0.2 JCC noted that PMU has developed a Concept Note for the KAZA Transboundary Forest Fire programme and Project Idea Note for individual countries to mobilize external funding and ensure sustainability of the outcomes of SADC/JICA Forestry Project.

11.0.3 PMU presented to JCC a proposed project way forward Strategy (exit strategy).

DECISION 5: Proposed Project Way-Forward Strategy

11.0.4 The Joint Coordinating Committee approved the proposed project exist strategy and way forward.

12 Review and update of the Plan of Operations (PO)

12.0.1 The PMU made a presentation on the draft updated Plan of Operations (PO) based on the actual progress made, agreed changes where applicable and future activity plans.

12.0.2 The JCC considered and noted the proposed update of the Plan of Operations (PO).

13 Review and update of the Project Design Matrix (PDM)

13.0.1 The PMU made a presentation on the draft updated Project Design Matrix (PDM) based on the agreed changes to future activities. JCC noted and provide input to the updated PDM.

14.0 Other issues discussed and deliberated upon

14.1 Standard Procedures for Communication


14.1.1 The JCC noted that the draft regional Guidelines on Forest Fire Management and on Participatory Forest Management were shared only among EWG members and not with the JCC members. JCC recommended that:

- (i) key deliverables of the project such as the Guidelines should be sent directly to both JCC and EWG Members to facilitate smooth communication; and,
- (ii) guidelines must be finalized before sharing with the JCC for recommendation to Statutory SADC structures.

14.2 Capacity to support Forestry Sector in SADC Secretariat

14.2.1 The Joint Coordinating Committee:

- (i) Directed SADC Secretariat to seek funding to support the position of Programme Officer-Forestry within SADC Secretariat to ensure sustainability of project and forestry activities in general;
- (ii) Urged Member States to consider seconding a Programme Officer-Forestry to SADC Secretariat. SADC Secretariat to provide details of cost implications to Member States; and,
- (iii) Recommended to Council (through Committee of SADC Ministers responsible for Environment and Natural Resources) to consider changing the current position of Programme Officer Forestry from flexi to fully funded position




15.0 Date and venue of the next meeting

Two countries were proposed as the venue for the 6th and the last JCC meeting. The first option was Seychelles and Tanzania, in her capacity as the Chair of SADC, should the Seychelles be unable to host.

16.0 Wrap up and closing

16.0.1 The Director FANR, Mr. Domingos Gove, thanked Member States for attending the meeting and for their guidance, which was crucial to ensure that what the Project does benefits the people on the ground in their countries. He noted that, instead of an exit strategy, the PMU made recommendations on the way forward for the Project, beyond June 2020 when it is expected to end. He also urged the Project to implement the recommendations of JCC.

The Director thanked Mauritius for hosting the JCC, and the hotel for the good service. He thanked the Co-chair for his openness, and the interpreters for their service. He also thanked the Government of Japan, JICA, JAFTA, and GIZ for their cooperation towards making the Project a success.

16.0.2 The Assistant Conservator of Forests, Forestry Service, Mauritius, and Mrs. Cecily Cyparsade thanked the JCC for choosing Mauritius to host the 5th JCC meeting, and welcomed the delegates to visit Mauritius again. She also thanked JICA, SADC Secretariat and JAFTA for their support.

16.0.3 SADC Chair, Namibia, represented by Mr. Joseph Hallwa, noted that the delegates had a very good meeting, which was made possible by the good reception of the host country Mauritius. SADC-Chair noted that even though SADC Secretariat is poorly staffed in terms of forestry Officer the JCC appreciates Secretariat's support to the Project. He also noted that JCC would continue to raise its voice that Secretariat must be supported with a forest officer. The good turnout at the meeting of 13 out of 16 Member States showed that Member States warmly support this Project as well as the cooperation with JICA. Therefore, JCC takes this partnership seriously and looks forward to clean and fair deals. Even though there are challenges, these must be solved fairly in a win-win manner.

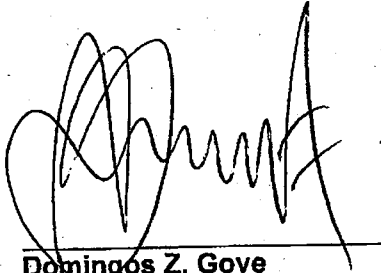
The SADC-Chair thanked JICA for support to hold the 5th JCC in Mauritius, and that this showed that JICA is listening to the voice of Member States, and hoped that JICA continues to do so. He also thanked SADC Secretariat for facilitating Member States to attend the JCC meeting and the interpreters for a job well done.

16.0.4 The Co-Chair-JICA, represented by The Resident Representative of JICA in Madagascar, Mr. Shinji Umemoto, noted that he was not handling the Forestry Project in Madagascar; therefore, his responses to the JCC were based on his previous working experience with JICA. Therefore, even though he might not have been able to respond to some of the JCC requests, he



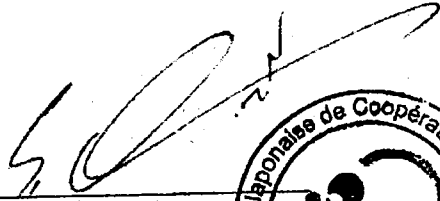

hoped that JICA would continue to work for the better with SADC despite the limited budget.

He thanked SADC Secretariat and JAFTA staff for organizing the meeting and the interpreters for their service.



Domingos Z. Gove
Director, FANR
SADC Secretariat
Co-Chair of JCC

Date: 21/08/2019



Shinji Umemoto
Resident Representative
JICA Madagascar Office
Co-Chair of JCC

Date: 21/08/2019



APPENDIX 1

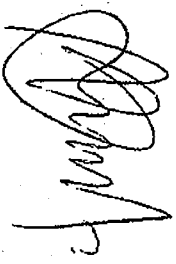
Participants List of 5th JCC meeting held 14 – 16 May 2019

Tamassa Resort, Bel Ombre - Mauritius

COUNTRY	NAME	DESIGNATION/ ORGANISATION	EMAIL ADDRESS	TELEPHONE NO	FAX NO
ANGOLA	Mateus Simão ANDRE	Deputy Director General of the Forestry Development Institute Ministry of Agriculture, CX R No. 74, Luanda, Angola	[REDACTED]	[REDACTED]	[REDACTED]
DRC	Ilanga LOFONGA JOSE	Director General of Forest 18, RV Boma, Kintambo, Kinshasa	[REDACTED]	[REDACTED]	[REDACTED]
ESWATINI	Mbhekani Wilfred NXUMALO	Forest Officer Kingdom of Eswatini/Forestry PO Box 1785, Manzini, Eswatini	[REDACTED]	[REDACTED]	[REDACTED]
LESOTHO	Jacob Mokele BERENG	Senior District Forest Officer Ministry of Forestry Maseru	[REDACTED]	[REDACTED]	[REDACTED]
MADAGASCAR	Felaminina RABEVAZAHAR	Chief Service Fiscalite Forest Represent of Director General of Environment and Forestry	[REDACTED]	[REDACTED]	[REDACTED]
MALAWI	Francis CHILIMAMPUNGA	Deputy Director of Forestry Department of Forestry P O Box 30048, Lilongwe 3	[REDACTED]	[REDACTED]	[REDACTED]
MAURITIUS	Cecily CYPARSADE	Assistant Conservator of Forests Forestry Service Ministry of Agro Industry and Food Security Botanical Garden Street, Curepipe	[REDACTED]	[REDACTED]	[REDACTED]
MAURITIUS	Zayd JHUMKA	Assistant Conservator of Forests Forestry Service	[REDACTED]	[REDACTED]	[REDACTED]

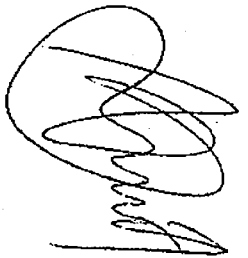



COUNTRY	NAME	DESIGNATION/ ORGANISATION	EMAIL ADDRESS	TELEPHONE NO.	FAX NO.
MOZAMBIQUE	Imede FALUME	Deputy Director National Forest MITADER Av. Josina Machel Maputo			
NAMIBIA	Joseph Shaamu HALIWA	Director of Forestry Ministry of Agriculture, Water and Forestry P/Bag 1384, Government Office Park, Windhoek			
NAMIBIA	Teodor Ndilimane KAAMBU	Senior Forest P/Bag 1384, Government Office Park, Windhoek			
NAMIBIA	Vincent George LOUW	Deputy Director of Forestry and Botanical Research Ministry of Agriculture, Water and Forestry P/Bag 1384, Government Office Park, Windhoek			
SEYCHELLES	John Michel QUILINDO	Head of Forestry Section, Department of Environment Ministry of Environment, Energy and Climate Change, Seychelles			
TAZANIA	Ezekiel Edward MWAKALUKWA	Director of Forestry and Beekeeping Ministry of Natural Resources and Tourism PO Box 1351, Dodoma			
ZAMBIA	Bwalya CHENDAJUKA	Principal Forestry Officer			



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COUNTRY	NAME	DESIGNATION/ ORGANISATION/	EMAIL ADDRESS	TELEPHONE NO	FAX NO
		Forestry Department Head Office P.O. Box 700228 LUSAKA			

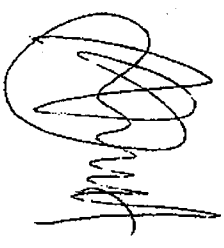


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ZAMBIA	Nason HARA	Forestry Officer Forestry Department P.O. Box 710069, Mansa LUSAKA	
ZIMBABWE	Stephen ZINGWENA	Zimbabwe Forestry Commission No. 1 Orange Grove Drive, Highlands, Harare	
SADC SECRETARIAT	Domingos GOVE	Director - FANR	
	Deborah KAHATANO	SPO-NRM	
GIZ/SADC TUPNR	Moses CHAKANGA	Advisor Natural Resources Management	
JICA	Shinji UMEMOTO	Resident Representative of JICA Madagascar	
	Hiraku USUI	Project Formulation Advisor	
	Lerato SIBISI	Program Officer	
JAFTA	Takashi NANAUIMI	JICA Consultant Team Leader	
	Kei SUZUKI	JICA Consultant Vice Team Leader	
	Hozumi HASHIGUCHI	JICA Consultant Team	
	Miho HANAMURA	JICA Consultant Team	
	Masego MAPHAGE	LOGISTIC CONSULTANT	

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SADC INTERPRETERS	Deborah DAWSON	French Interpreter Johannesburg, South Africa		
	Christ KAMBAYI	French Interpreter P O Box 2694, Florida, South Africa		
	Julio Jose DA SILVA	Portuguese Interpreter 264 Christoffel Street, Pretoria, South Africa		
	Fernanda DE PAIVA	Portuguese Interpreter 32 Fairway Avenue Linksfield, Johannesburg South Africa		





RECORD

The JICA-SADC Project for Forest Conservation and Sustainable Management of Forest Resources in Southern Africa

6th and last Joint Coordination Committee (JCC) Virtual Meeting

01 SEPTEMBER 2020

1. Introductions

The meeting started with a roll call of Member States by the chair person and self-introduction of all participants. Participants who joined during the meeting were given opportunity to introduce themselves. Fourteen Member States were in attendance, namely: Angola, Botswana, Democratic Republic of Congo (DRC), Eswatini, Lesotho, Madagascar, Mauritius, Mozambique, Namibia, Seychelles, South Africa, Tanzania, Zambia and Zimbabwe, represented by JCC Members and forestry experts involved in the implementation of the project. In addition, SADC Secretariat and GIZ officials, and experts from JAFTA and JICA also attended the meeting. (Refer to the attached list of Participants – Annex I).

2. Remarks and Objectives of the meeting by the Chair

The Director - Food Agriculture and Natural Resources (FANR), SADC opened the meeting by thanking the government of Japan for supporting the SADC forestry sector and highlighted the background of the JICA/SADC project that started in 2015 with the purpose to improve capacity of both SADC Secretariat and Member States in forest information system (FIS), participatory forest management (PFM) and forest fire management (FFM). The project was largely successful with notable outcomes to be shared during this meeting such as guidelines and the revised Forestry Strategy. The chair also thanked Member States and the partners as well as the advisory role of GIZ during implementation of the Project. This meeting was delayed and had to be held virtually because of the Covid19 pandemic. The objectives of the meeting were to assess progress made, review the revised Forestry Strategy and project completion report.

3. Remarks by the Co-Chair

The Co-Chair, representative of JICA headquarters, made opening remarks by recognizing all present and thanked all participants who made it to the meeting. He expressed appreciation for the cooperation of Japanese experts with SADC Secretariat and Member states that led to the remarkable results achieved and looked forward to fruitful discussions.

4. Official Opening by SADC Chair, Mozambique

The SADC Chair, Mozambique, made official opening remarks for the meeting, indicating that it's the last project meeting held under the difficult conditions of Covid19 pandemic with significant impact globally. He thanked the organisers of the meeting and the support of the government of Japan through JICA. He highlighted the importance of forests to economic development, community support, ecosystem services and amelioration of climate change. Forests face a number of pressures such as agricultural expansion, and mining, among others, that led to SADC Member States to come out with this project with support of the Japanese government. He recognized the hard work and achievements of the JICA/SADC Forestry project and recognized the support of the Japanese government. The SADC chair then declared the meeting officially opened.

5. Adoption of the Meeting Agenda

The JCC reviewed and adopted the draft agenda without amendments as proposed by Botswana and seconded by Zimbabwe.

6. Report on overall Project Progress from inception

The JICA team leader presented the overall Project Progress Report from inception of the project. Main achievements included training of 310 participants in FIS, FFM and PPM, revision of the Forestry Strategy, which replaced recruitment of a forest officer for SADC Secretariat, and development of materials for use to improve conservation of forests in the SADC Region such as guidelines, Regional Forest Information System (RFIS), Participatory Forest Management (PFM) Good Practice Database, and project portal. There was also a notable ripple effect of the enhanced communication and networking amongst Member States. However, there are still remaining tasks to be completed after this meeting such as changing the domain name of the project portal, migrating Regional Forest Information System (RFIS) to AIMS, planned to be developed by FAO, to be completed by mid-November. This will also include the hand-over of laptops with the National Forest Information System (NFIS) template system

Decision 1: JCC approved the Progress Report and urged JICA and SADC Secretariat to complete all the remaining tasks (including FIS website handing over laptops to countries) and recommended that the laptops be handed over to Forest Information Systems Units of the Member States through the JCC members.

7. Presentation of key project deliverables

7.1 Presentation on Regional Forest Information System (RFIS)/ Participatory Forest Management (PFM) Good Practice Database

The JICA FIS expert presented, through a system operation demonstration, the Regional Forest Information System (RFIS) and Participatory Forest Management (PFM) Good Practice Database. He referred the participants to follow the links for accessing the details of meetings of expert working groups, and demonstrated the use of the data base. The system has restricted access through password by authorized persons for management of the database. Passwords will be provided to Member States. The public can also access for information without permission to edit.

Decision 2: JCC approved the RFIS / PFM Good Practice Database and urged JICA to provide Member States with the necessary passwords to access the system.

7.2 Report on Draft SADC Definition of Forest

The JICA FIS expert presented a report on the Draft SADC Definition of Forest which was discussed and proposed at the last EWG-FIS in Kasane, Botswana. This task was given by the 5th JCC based on the need for a standardized forest definition for SADC Region as SADC countries have different definitions based on their unique forest situations. The meeting recommended that the SADC standard definition be guided by the FAO definition based on canopy cover, tree height and minimum area with flexibility on the unique forestry diversity in the Member States.

Decision 3: JCC directed the SADC Secretariat to send a letter and circulate draft SADC Definition of Forest to Member State for further inputs and present it to Technical Committee on Forestry for validation.

7.3 Revised SADC Forestry Strategy 2020-2030

The Consultant (Mr. Geoffrey Mwanjela) presented the Revised SADC Forestry Strategy 2020-2030. He started with background to the previous forestry strategy 2020-2020, and highlighted the importance of forests in the SADC region. He noted baselines and developments at continental and global levels. The previous forestry strategy was evaluated as ambitious but there were still some aspects which were still relevant. This project has made a huge contribution to the review of the previous strategy which has identified additional emphasis to be placed on the participation of private sector investment, community participation and well as more organized trade and value chains. The strategy's mission and vision has not changed much but the revised Strategy has four components covering institutional capacity, market and trade in forest products, financial investment and private sector involvement, and protection restoration and use of forestry production systems. The strategy is also linked to the African Union (AU) Sustainable Forestry Management Strategy.

Decision 4: JCC directed SADC Secretariat to present the Strategy to the next Technical Committee on Forestry for validation.

7.4 Review of Draft Project Completion Report

The JICA Team leader presented the Draft Project Completion Report. He reviewed the original objectives and plan of the project against the actual achievements including the notable changes made during the implementation of the project, such as the change from pilot demonstrations to capacity building and recruitment of a forestry officer to development of SADC Forestry Strategy (2020-2030). In general, about 90% of project objectives were achieved although the project period was extended due to the delays in the completion of the project caused by Covid19 pandemic and project costs were exceeded due to additional activities to meet the needs identified during implementation and were key to the achievement of results. Further work was also recommended including on the ground verification and use of the guidelines and database by the member States. The expert also presented suggested a way forward to sustain the support and coordination of implementing JICA/SADC Forestry Project results through five criteria for sustainability based on the Organization for Economic Co-operation and Development (OECD).

Decision 5: JCC noted the completion report and urged the Member States to provide their feedback by 08th of September 2020 through the SADC Secretariat.

8. Project Way Forward

8.1 Update on Concept Note for the KAZA Transboundary Forest Fire Project

The JICA vice team leader presented a Concept Note for the KAZA Transboundary Forest Fire Project for possible external financing. The proposal has been submitted to the Green Climate Fund (GCF).

Decision 6: JCC noted the concept note for KAZA Transboundary Forest Fire Project submitted to Green Climate Fund (GCF) for funding and urged Member States to look into possibilities of developing Project Idea Notes (PIN).

8.2 Handing over of NFIS PCs to Member States

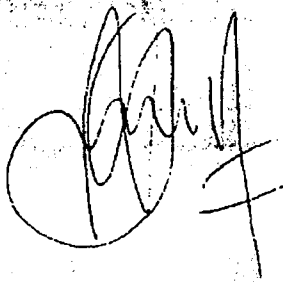
The JICA provided a brief explanation on the handing over of the Laptop PCs on which the National Forest Information System (NFIS) template system is installed.

9. Adoption of decisions by the JCC

The JCC adopted the decisions as per the decision table presented by secretariat. These decisions are incorporated in the appropriate sections above.

10. Wrap up and closing

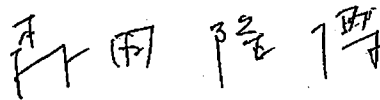
The Chair and the Co-Chair provided closing remarks for the meeting. SADC Chair, Mozambique officially closed the meeting.



Domingos Z Gove
Director, FANR,

SADC Secretariat
Co-Chair of JCC

Date...23rd September 2020.



Takahiro Morita
Senior Deputy Director General,
Group Director for Forestry and
Nature Conservation,
Global Environment Department,
JICA
Co-Chair of JCC

Date...23rd September 2020

ANNEX I - LIST OF PARTICIPANTS

6TH JOINT COORDINATION COMMITTEE MEETING – VIRTUAL MEETING

01 SEPTEMBER 2020

	COUNTRY		NAME OF PARTICIPANT	EMAIL ADDRESS
1	ANGOLA	√	Mateus Teca	[REDACTED]
2	BOTSWANA	√	Ms Baitshepi Edith Babusi Hill Mr Motsereganyi Sekgopo-	[REDACTED]
3	COMOROS	x	No representative	[REDACTED]
4	DRC	√	LANDU BIKEMBO Guy	[REDACTED]
5	ESWATINI	√	Wilfred Mbhekeni Nxumalo	[REDACTED]
6	LESOTHO	√	Moeketsi Matia	[REDACTED]
7	MADAGASCAR	√	Felanirina RABEVAZAHA	[REDACTED]
8	MALAWI	X	No representative	[REDACTED]
9	MAURITIUS	√	(i) Mr.Vishnu TEZOO (ii) Mrs.Cecily CYPARSADE	[REDACTED]
10	MOZAMBIQUE	√	(i) Mr. Imede Chafim Falume (ii) Mr. Renato Timan	[REDACTED]
11	NAMIBIA	√	Joseph Hailwa	[REDACTED]
12	SEYCHELES	√	Mr. John Quilindo Marie-May Jeremie-Muzungaille	[REDACTED]
13	SOUTH AFRICA	√	Renny Madula	[REDACTED]
14	TANZANIA	√	Ezekiel E. Mwakalukwa	[REDACTED]
15	ZAMBIA	√	Victor Chiiba	[REDACTED]
16	ZIMBBWE	√	Stephen Zingwena	[REDACTED]
17	JICA TEAM			
	JICA HQs (Co-Chair)	√	Morita Takahiro	[REDACTED]
	JICA HQs	√	Ikenoue Takahiro	[REDACTED]
	JICA HQs	√	Kurimoto Masaru	[REDACTED]
	JICA Botswana	√	Gomi Kayoko	[REDACTED]
18	SADC SECRETARIAT			
	Director –FANR (Co-Chair)	√	Domingos Gove	[REDACTED]
		√	Tawanda Gotosa	[REDACTED]
		√	Moses Chakanga	[REDACTED]
		√	Angel Z. Velepini	[REDACTED]
19	INTERPRETERS			
	French Interpreter	√	Deborah DAWSON	[REDACTED]
	French Interpreter	√	Christ KAMBAYI	[REDACTED]
	Portuguese Interpreter	√	Julio Jose DA SILVA	[REDACTED]
	Portuguese Interpreter	√	Fernanda DE PAIVA	[REDACTED]
20	SADC-JICA			
	SADC-JICA Forestry Project	√	Nanaumi Takashi	[REDACTED]

	Team Leader			
	SADC-JICA Forestry Project Vice Team Leader	√	Suzuki Kei	
	SADC-JICA Forestry Project	√	Mi Jin Liang	
	SADC-JICA Forestry Project	√	Hanamura Miho	
21	Expert Working Group Chairs			
	Participatory Forest Management	√	Ms. Joyce Munkombwe	
	Forest Information System		- Ms. Rabemanantsoa Hoby Fara Maminiana	
	Forest Fire Management		Mr. Qaphela Ndabankulu	
22	Consultant Forestry Strategy	√	Geofrey Mwanjela	

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