

Project Appraisal Committee (PAC) Meeting Minutes Supporting Sustainable Ecosystems by Strengthening the Effectiveness of Dominica's Protected Areas System



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20 November, 2015
Virtual

PAC members:

- Amb. Lloyd Pascal, Director, Environmental Coordinating Unit, Dominica
- Anderson Parillon, Economist/UN Focal Point, Ministry of Planning, Economic Development and Investment, Dominica
- Chisa Mikami, Deputy Resident Representative, UNDP Barbados and the OECS
- Danielle Evanson, Programme Manager, UNDP Barbados and the OECS
- Cherryanne Hinds, Programme Finance Associate, UNDP Barbados and the OECS
- Donna Gittens, Programme Analyst, UNDP Barbados and the OECS
- Dwayne Nurse, Programme Associate, UNDP Barbados and the OECS

Having distributed the project document and the function of the PAC to PAC members, Ms Evanson invited PAC members to share any comments on the document in relation to the Quality Assurance: Design and Appraisal Report.

Comments on the Project Document

On review of the project document Amb. Pascal submitted the following comments:

- Q6 should receive a 4 rating. The fact that Dominica chose/selected UNDP to undertake the assignment indicates that UNDP has a clear advantage to engage in the role envisioned.
- Q9 should also be rated 4. The governance mechanism seems in place and appropriate.
 - Ms Evanson pointed out that the criteria for a higher rating requires that "individuals have been specified for each position in the governance mechanism... A conversation has been held with each board member on their role and responsibilities, and all members agree on the terms of reference". While the TOR is included in the document, the individual Board members have not been specified and contacted.
- Q15 should be rated 3. The fact that the micro-assessment was not done is no fault of the project and should therefore not be seen as a project weakness.
 - Ms Mikami has indicated that a HACT assessment should be planned for early in 2016.
- Concerning Q18, the project is not a gender project. Nevertheless gender considerations are always taken in the implementation of the project. It seems very likely that the project may be coordinated by a woman. Otherwise the establishment of a budget line for gender mainstreaming may be a bit excessive.

Ms Evanson further suggested:

- Changes could be made to the organigram to include stakeholders in response to Q3
- For Q7 some amendments could be made to Outcome 2 indicators to reflect the percentages of men and women that will be benefit from and participate in the relevant activities.
- With respect to Q19, the costs for the Project Coordinator have been significantly underestimated and the salaries for the other members of the PMU appear to not have been budgeted.





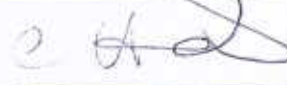

- Amb. Pascal suggested that the remuneration for the Project Coordinator be increased while reducing the project life to 3 years. Ms Evanson noted that such a significant change may require re-approval by GEF, therefore it may be better to realize this during the implementation process. She indicated she would confirm with the UNDP-GEF team in Panama.

Recommendations and Follow-up

Based on the recommendations of the committee revisions were made to the project document which will be circulated to each Committee member for final review.

Approval

Based on the report generated from the appraisal of the project document, the project was approved being of sufficient quality to proceed as planned.

Attendee Name	Organisation	Signature
Amb. Lloyd Pascal	Environmental Coordinating Unit, Dominica	
Anderson Parillon	Ministry of Planning, Economic Development and Investment, Dominica	
Chisa Mikami, Deputy Resident Representative	UNDP Barbados and the OECS	
Danielle Evanson, Programme Manager	UNDP Barbados and the OECS	
Cherryanne Hinds, Finance Associate	UNDP Barbados and the OECS	
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