



## Meeting Minutes

### Drafting Group for Myanmar's Summary of Information on Safeguards

#### First Meeting

Date & time: 3 May 2019, 9:00am – 12:30pm

Venue: UNDP Office, UMFCCI Building, Nay Pyi Taw

#### Meeting objectives

- Establish the Drafting Group and introduce key knowledge on Summaries of Information
- Discuss the proposed roles and responsibilities of Drafting Group members
- Discuss the proposed workplan for preparation of the Summary
- Discuss an initial draft table of contents for the Summary
- Introduce the national consultant leading the writing of the Summary

#### Meeting participants

Nineteen people attended meeting, including thirteen women. Drafting group members are twelve, including the National Sol Consultant and representatives from the following departments and organisations:

- Department of Ethnic Rights, Ministry of Ethnic Affairs
- Union Attorney General Office
- Department of Social Welfare, Ministry of Social Welfare, Relief and Resettlement
- Department of Agriculture, Ministry of Agriculture, Livestock and Irrigation
- Forest Research Institute, Forest Department, Ministry of Natural Resources and Environmental Conservation
- Environmental Conservation Department, Ministry of Natural Resources and Environmental Conservation
- Chin Human Rights Organization (CHRO)
- Myanmar Environmental Rehabilitation-conservation Network (MERN)
- Promotion Of Indigenous and Nature Together (POINT)
- IP/EN Network

The participants list is attached in Annex 1.

#### Content

The agenda of the meeting is included in Annex 2.

Following welcoming remarks provided by Tim Boyle (Myanmar UN-REDD Programme Chief Technical Advisor), participants introduced themselves and May Nwe Soe (National Sol) Consultant gave an overview of the meeting objectives and agenda.

#### Background Information on safeguards and Sol:

Charlotte Hicks (UNEP-WCMC) presented on background information on safeguards and Sol, including key concepts and requirements, experiences from other countries, and where the development of the Sol fits into Myanmar's overall work on safeguards. Discussion raised the following issues:

- Ms. Yu (CHRO) asked who will be 'owner' of the Sol and how can make sure comments/feedback from the different stakeholders will be included in the final version of the Sol. The owner of the Sol and the process to include feedback depends on the political system of the country; in Myanmar, MONREC will be 'owner'. Tim Boyle provided an example of the processes for document submission in the Myanmar UN REDD Programme. It was also noted that NGOs may submit documents to the UNFCCC, but these are not the same as official, government submissions. Charlotte suggested there is a need to communicate with senior officials and Task Force members on feedback on the Sol and expectations of national and international audiences, and that if DG members are still concerned about the process, this should be raised in future DG meetings too. Finally it was suggested that the final draft be shared online at the same time as it is submitted to FD, to improve transparency of process.
- Dr. Phyu (FRI) asked how we can verify the 'respect' (in practice) information on the ground when the Sol report is developed. Charlotte replied that this will be Myanmar's first Sol, and as Myanmar hasn't fully started REDD+ implementation, the Sol will likely focus on the safeguards approach and information on 'address' aspect. Tim also noted that some actions could be considered as under implementation, e.g. Myanmar Reforestation and Rehabilitation Programme (MRRP).

#### Roles and Responsibilities of the Drafting Group:

May Nwe Soe (Sol Consultant) presented the draft Roles and Responsibilities document. Discussion covered the following:

- The DG members will be the same members who attended this first meeting.
- The DG suggested to assign each relevant department with responsibility for specific safeguard information/sections. However, it was agreed that the consultant will communicate the relevant agencies for each respective part related to their expertise/knowledge.
- DG meetings will be half day or full day, depending on work to be done, and the consultation workshop will be a full day or more. The meeting and consultation schedule will be according to the workplan; exact dates cannot be specified yet.
- PMU/consultant will endeavour to inform DG members of meetings two weeks in advance, and the documents will be shared at least one week in advance.
- The same member from each department/organization should join each meeting/consultation. However, if it is impossible, the DG member should fully brief any representative taking their place.
- Charlotte suggested to add one more point to the role and responsibilities on reviewing and agreeing responses to any challenging/difficult comments after the online comment session.

#### Workplan for Sol preparation:

Charlotte then presented the proposed workplan for the preparation of the Sol, including plan for consultations. Issues raised included:

- Proposed to include one line in the workplan on uploading the final Sol report and table of feedback received, when it is submitted to Forest Department (FD) (noting that process also needs to be checked with FD).
- Regarding if FD/MONREC needs to also request the comments from different ministries, it will be confirmed with the REDD+ Taskforce.
- Agreed to have one-month online comment period.
- The DG also discussed ways to obtain feedback from the grassroots level. NGOs may take responsibility to obtain feedback from the grassroots stakeholders, while UN-REDD may support with materials in appropriate languages, though noting this will depend on resource availability. Implications also discussed in terms of timeline with extra consultation and challenges in discussing without much 'respect' information.
- Opportunities to present updates on Sol at TWG-SES and TF meetings should be identified; Charlotte suggested that one of the DG members to update the Sol during that meeting.

### Draft Table of Contents:

The final presentation and discussion covered the proposed Table of Contents (ToC) for the first Sol:

- The DG members asked the team to share sample Sols from other countries. The Sols from Vietnam and Brazil can be accessed through the link:  
[https://redd.unfccc.int/uploads/4850\\_1\\_first\\_soi\\_viet\\_nam\\_28eng\\_29.pdf](https://redd.unfccc.int/uploads/4850_1_first_soi_viet_nam_28eng_29.pdf) ,  
[https://redd.unfccc.int/files/2sumariosalv\\_br\\_final.pdf](https://redd.unfccc.int/files/2sumariosalv_br_final.pdf). The link for submitted Sols:  
<https://redd.unfccc.int/submissions.html?topic=9> .
- There was no further feedback on the ToC; the consultant will start to prepare the Sol draft with the current ToC, focusing first on a table of principles & criteria, address information, respect information, and gaps and measures to fill gaps.

The meeting closed with agreement to send the revised workplan and roles and responsibilities to DG members, along with the draft minutes. Closing remarks were provided by Tim Boyle.

Next steps/action points resulting from the meeting are presented below.

### **Action points**

<b>Action point</b>	<b>Person responsible</b>	<b>Timeframe</b>
Update roles & responsibilities document based on feedback	May Nwe Soe	10 May 2019
Update workplan based on feedback	May Nwe Soe	10 May 2019
Ask PMU for Taskforce meeting schedule	Charlotte Hicks	13 May 2019
Share revised documents and draft minutes with DG members and PMU	May New Soe	13 May 2019
Table minutes at next Taskforce meeting; check requirements for ministerial comments; confirm putting final Sol online at time of submission to FD	Khin Hnin/PMU	Next TF meeting
Explore options for further consultations at grassroots level	Tim Boyle/PMU	Ongoing

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## Participants list of first SOI draft meeting (3 May 2019)

No	Name	Title	Organization/Ministry
1	Daw Nwe Ni Maung	Assistant Director	Department of Ethnic Rights, Ministry of Ethnic Affairs
2	Daw Aye Win	Director	Chief Attorney General Office
3	Daw Aye Aye Thin	Assistant Director	Department of Social Welfare
4	Daw Khin Swe Tint	Staff Officer	Department of Agriculture
5	Mai Thin Yu Mon	Programme Director	CHRO
6	Dr. Yu Ya Aye	Assistant Director	FRI-FD
7	Dr. Ingyin Khaing	Assistant Director	FRI-FD
8	Dr. Phyu Phyu Lwin	Assistant Director <sup>357</sup>	FRI-FD
9	Hla Doi	Programme Coordinator	POINT
10	Saw Junip		IP/EN Network
11	Paing Htet Thu	Senior Program Assistant	MERN
12	Charlotte Hicks	Technical Officer	UNEP-WCMC
13	Alexis Corblin	Regional Technical Advisor	UN Environment
14	May Nwe Soe	Consultant	UN Environment
15	U Min Soe	Stakeholder Engagement Officer	UN-REDD
16	Tim Boyle	CTA	UN-REDD
17	Khin Hnin Myint	National Programme Coordinator	UN-REDD
18	Thit Thit Han	Communication Officer	UN-REDD
19	Phyo Pa Pa Han	Programme Assistant	UN-REDD

**Agenda**

<b>3 May 2019</b>		
<b>Time</b>	<b>Session</b>	<b>Presenter/facilitator</b>
8:30 am	Registration	
9:00 – 9:10 am	Welcome remarks	Tim Boyle, CTA
9:10 – 9:25 am	Overview of objectives and agenda Introduction of participants	May New Soe, National Sol Consultant
9:25 – 10:00 am	Presentation: Introduction to Summaries of Information on Safeguards	Charlotte Hicks, UNEP-WCMC
10:00 – 10:15 am	Q&A	
<i>10:15 – 10:30 am</i>	<i>Tea break</i>	
10:30 – 10:50 am	Role and responsibilities of Drafting Group: presentation and discussion	May Nwe Soe
10:50 – 11:30 am	Proposed Workplan for development of Sol: presentation and discussion	Charlotte Hicks / May Nwe Soe
11:30 – 12:15 pm	Draft table of Contents for Sol: presentation and discussion	Charlotte Hicks
12:15 – 12:30 pm	Final questions and closing remarks	Tim Boyle
12:30 – 1:30 pm	<i>Lunch</i>	