

 <p>United Nations Development Programme Regional Center in Asia Pacific</p>	<p>BACK TO OFFICE REPORT (BTOR)</p> <p>Submitted by: Alan Resture Title: Project Manager Date Submitted: 3 June 2020 TA Serial Number:</p>
<p>1. Practice Area: Resilience & Sustainable Development - Coastal Adaptation 2. Service Line(s):</p>	
<p>3. Mission Period (incl. of travel days):</p> <p>From: 17 May 2020 To: 24 May 2020</p>	
<p>4. Type of Service/Mission</p> <p><input checked="" type="checkbox"/> Advocacy <input type="checkbox"/> Analysis <input type="checkbox"/> Policy Advice <input type="checkbox"/> Programme / Technical Backstopping <input checked="" type="checkbox"/> Resource Person <input checked="" type="checkbox"/> Regional Technical Consultations <input type="checkbox"/> Training / Capacity Development <input type="checkbox"/> Others (specify):</p>	<p>5. Client(s)</p> <p>Kaupule o Nanumaga Falekaupule o Nanumaga Hon Minister for education Pule Kaupule o Nanumea Nanumea Kaupule Secretary</p>
<p>6. Purpose of Mission:</p> <p>1. Discuss the concept design and get approval for the use of:</p> <p>(i) Dredge spoil from the boat harbour (ii) TC Pam deposits from the northern end of the island.</p> <p>2. Discuss possibility of relocating church 3. Interview local community members 4. Discussion of LiDAR data with Hon Minister of Education and Nanumea Pule Kaupule</p>	<p>7. Documents, Materials, Resources from Mission</p> <p>Interview transcripts Minutes of Nanumaga consultation</p>
<p>8. Mission Member(s) (include consultants if any)</p> <p>1. Alan Resture 2. Puanita Ewekia 3. Pine-Andy Tonga</p>	<p>9. Cost (for RCC staff only)</p>
<p>10. Brief Summary of the Mission:</p> <p>10A. Findings</p> <p>1. Met with Minister of Education and discussed LiDAR data on Nanumea, and the possibility of relocating the Nanumea school due to the vulnerability of the proposed location to inundation. LiDAR data proved very useful for decision-making.</p> <p>2. Nanumeans abroad advised Pule Kaupule against constructing BTB. Instead they requested if TCAP funds be used for the construction of land reclamation on western coast of Nanumea island. The request was rejected, and the Pule Kaupule stood firm in supporting BTB and CB revertment at pastor's house.</p> <p>3. Nanumaga community confirmed that they did not request for offshore wave breakers instead of BTB. This was a government initiative, presented to the community during the PM's visit to Nanumaga.</p> <p>4. Community agreed to use sand from TC Pam deposit and dredge spoil, but requested that payment be made for the extraction and use of sand.</p> <p>5. Hon MP Monise confirmed that church will not be relocated and that TCAP need to come up with a design that will protect the church.</p> <p>6. Local residents support TCAP with BTB</p>	

10B. Results Achieved (concrete outputs)

1. Approval of BTB design for Nanumaga

10C. Expected Outcome(s) and Impact

1. Revisit Nanumaga on their decision for the project to pay for sand

2.

11. Key counterpart (s) and persons you met in each location and their contact details:**Name:**

Hon Timi Melei - Minister for Education, <lakenaunited2006@gmail.com>;

Tofiga Patiale- Pule Kaupule o Nanumea, <patiale.tofiga@gmail.com>;

Lapana Ene - Pule Kaupule o Nanumaga, <lapanahohese622@gmail.com>;

Contact Information:

Kevin Petrini

Winifereti Nainoca

Jone Feresi

12. Follow-up Action Matrix

Actions to be taken	By Whom	Expected Completion Date
Follow up on Nanumaga Falekaupule decision	Alan Resture	15 June 2020

13. Distribution List (BTOR sent to):

Team Leader RSD

Deputy Leader RSD

Deputy Project Manager

Instructions for Completing the BTOR Template

The purpose of the BTOR is to provide brief information (with appropriate links to detailed analytical report, contacts, lessons learned, actions to be taken, impacts, achievement, etc.) on the missions undertaken by staff at the RCC/RCB. This intends to serve the need of management, input to knowledge development, facilitate compilation for reporting and serve clients and target audiences.

The BTOR should be no more than 2 pages. All relevant and supporting documents should be linked or attached.

1. **MYFF Practice Area:** Indicate Practice Area, as given in the MYFF.
2. **MYFF Service Line(s):** Indicate the corresponding MYFF service-line(s). If applicable, indicate cross-practice.
3. **Mission Period:** Indicate date of departure and return, inclusive of travel days.
4. **Type of Service/Mission:** Check one or more boxes as applicable and provide details of the mission under (6) Purpose of Mission
5. **Clients:** Indicate clients who requested and/or benefited from the service(s), if applicable (COs, external partners, governments, RCC, RCB, BDP, RBAP, etc).
6. **Purpose of Mission:** Provide brief bullet-points on purpose of mission (extract from TOR if available). If previous mission has been undertaken, indicate when, for what purpose and any outputs that may have been produced.
7. **Documents, Materials, Resources from Mission:** List and attach any key documents, materials, or resources received/prepared for the mission.
8. **Mission Member(s):** List all members of the mission, including consultant(s), if any, and their roles or responsibilities during the mission and for any expected outputs.
9. **Cost(s):** Indicate cost per person per day, including travel time, FOR RCC STAFF ONLY. Also indicate total cost, if more than one RCC/RCB staff member, e.g. \$400/person/day x 2 days x 2 staff = \$1600.
10. **Brief summary of the mission:** Indicate main findings, key results achieved (concrete outputs/deliverables), expected outcomes/impact in terms of programme development, partnerships, policy changes, etc.
11. **Key counterpart and persons met:** Provides links to or attach detailed mission report, including persons met with contact details, meetings attended, lessons learned, actions taken and follow-up, reference to previous missions, etc.
12. **Follow-up Action Matrix:** Indicate main actions to be taken by different stakeholders (e.g. COs, RCC, RBAP, etc) with expected completion dates for each.
13. **Distribution List:** Indicate recipient(s) of BTOR.