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## **Building Resilience and Sustainable Livelihood: Mainstreaming Disaster Risk Management/Disaster Risk Reduction in the Agriculture Sector in Guyana**

### *Minutes*

**Fifth Quarterly Steering Committee Meeting held on  
September 7<sup>th</sup> 2017 at the Large Conference Room, UNDP**

## **ACRONYMS AND ABBREVIATIONS**

ADRM- Agriculture Disaster Risk Management  
CDC-Civil Defence Commission  
DRM- Disaster Risk Management  
DRR-Disaster Risk Reduction  
FAO-Food and Agriculture Organization of the United Nations  
GLDA-Guyana Livestock Development Authority  
GMC-Guyana Marketing Corporation  
GMSA-Guyana Manufacturing and Services Association  
GoG-Government of Guyana  
GRDB-Guyana Rice Development Board  
GRC-Guyana Red Cross  
GSA-Guyana School of Agriculture  
IICA-Inter American Institute for Cooperation in Agriculture  
MoA-Ministry of Agriculture  
MoC-Ministry of Communities  
MoF-Ministry of Finance  
NAREI-National Agricultural Research and Extension Institute  
NDIA-National Drainage and Irrigation Authority  
OCC-Office of Climate Change  
PoA-Partners of the Americas  
UNDP-United Nations Development Programme

## **PRESENT**

In attendance were representatives of the Ministry of Communities, National Agriculture Research and Extension Institute, Guyana Livestock Development Authority, Guyana Marketing Corporation, Hydromet, Guyana School of Agriculture, Fisheries Department, SURFA, Fyrish Gibraltar Farmer's Association, Roseward Farming, Guyana Red Cross, Food and Agriculture Organization of the United Nations and United Nations Development Programme.

## **EXCUSED**

Jean David, Agricultural Diversification Specialist, MoA

Eon Sampson, Coastal Extension Coordinator, NAREI

Kester Craig, Deputy Director General, Civil Defence Commission

Shereeda Yusuf, Technical Coordinator, Office of Climate Change

Audrey Nedd-Johnson, Economic and Financial Analyst II, Ministry of Finance

## **ABSENT**

Bissessar Persaud, Extension Manager, GRDB

Fedrick Flatts, CEO, NDIA

Kelvin Craig, Project Manager, Partners of the Americas

## **1.0 CALL TO ORDER**

The meeting of the Steering Committee was called to order at 10:00 am under the chairmanship of Ms. Shabnam Mallick, Deputy Resident Representative, UNDP.

As chair of the opening session, Ms Mallick welcomed all participants and encouraged introductions from each organization represented as an opening activity. The Deputy Resident Representative, UNDP, also singled out representatives of the piloted areas as observers at the meeting.

## **2.0 ADOPTION OF AGENDA**

The agenda was adopted as circulated.

### **3.0 ANNOUNCEMENTS/ CORRESPONDENCE**

- 3.1** The meeting was informed that Ms. Angela Alleyne, Deputy Representative, FAO passed away. A minute of silence was prompted by Mr. Cromwell Crawford, Volunteer, Guyana Red Cross.

### **4.0 CORRECTIONS / OMISSION OF MINUTES**

Under the guidance of FAO Representative, the steering committee reviewed the minutes of the last meeting and made several amendments. These included:

Point 15: 'call' changed to 'called'

Point 62: 'start' changed to 'smart'.

### **5.0 CONFIRMATION AND ADOPTION OF THE MINUTES**

Mr. Michael Welch from the Guyana Livestock Development Agency (GLDA) subsequently moved to adopt the amended minutes, which was seconded by Mr. Komalchand Dhiram from the Hydromet Department.

### **6.0 MATTERS ARISING FROM PREVIOUS MINUTES**

**The meeting was informed by the following:**

#### **6.1 Presentations**

The meeting was guided by two (2) presentations consistent with the objectives. These included (i) Project Activities Progression Update as of August 2017 and (ii) Progress on the Project Activities and Future Plans/Activities as at August 2017 and Disbursement of the project budget.

#### **6.2 Updates on 2017 Implementation Plan Up to 22 August 2017**

Ms. Chika Ohashi, Programme Analyst, UNDP updated participants on the status of the project implementation. She also shared the finalized report of the baseline needs assessment and the assessment report on the status of the implementation of the ADRM Plan, which included the recommendations on the institutional and coordination mechanisms for DRM in the agriculture sector.

- 6.2.1** The FAO Representative informed the meeting that a regional project has commenced

among Guyana, Suriname and Jamaica. The budget for this entire regional project is 500,000 USD with nearly 200,000 USD allocated for Guyana. Mr. Robertson further stated that the regional project is scaling up activities under the UNDP project with the main focus being the hinterland areas.

- 6.2.2** Ms. Mallick expressed UNDP's interest in supporting the scaling up of phase two (2) of the ADRM regional project, especially with the revamping of the EWS and CDRM components. Further discussions on this item should be completed to clarify the modality and figures in the budget.
- 6.2.3** Ms. Ohashi informed the meeting that the baseline needs assessment report was circulated on 6 September, 2017 and some of the recommendations require discussion at a subsequent meeting. In addition, she also noted that activities planned until November 2017 will absorb the remaining budget attached to UNDP component and Project Management. The UNDP Programme Analyst also informed that the only remaining and ongoing activity is the validation of the effectiveness and timeliness of the proposed community-based early warning systems (CBEWS) in the pilot communities.
- 6.2.4** With reference to ongoing project activities, the FAO Representative singled out two areas for attention. In the first instance, he noted the slothfulness of knowledge transformation into daily farm activities. His second observation pertained to extension officers who encounter difficulties with integrating knowledge from training sessions into their work plans. In an effort to mitigate the situation, Mr. Robertson stated that efforts are underway to strengthen institutions under letters of agreement to have good practices arising within a given time frame. In so doing, 73,000 USD is available.
- 6.2.5** Mr. Robertson expressed gratitude to Ms. Ohashi and the Lead Technical Officer in Headquarters for assisting with the letters of agreement which are almost completed. Organisations such as NAREI, GLDA, GRDB and Red Cross will be approached soon, followed by a signing ceremony and the commencement of the implementation process. In

the latter regard, Ms. Ohashi added that these processes will be completed during the course of September 2017.

- 6.3** Deputy Director General, CDC, Mr. Kester Craig relayed via telephone that the lack of CBEWS in CDC's DRM approach has necessitated the exploration of integrating the EWS into their DRM approach. The FAO Representative suggested the revision of the budget to include small agreements with specific deliverables to aid organisations such as CDC and the Hydromet Office with capacity building to enable responsiveness.
- 6.4** Livestock Industry Development Specialist, Mr. Michael Welch, GLDA, reiterated the importance of extension officers understanding how to interpret climate information and early warning messages, and creating an action plan for the farmers to see what should be done at the appropriate time. He posited that the latter intervention will aid with the delivery of information to farmers in a useful way.
- 6.5** Mr. Robertson noted that deliverables should be properly recorded via milestones, among other indicators. He added that upper management would be held accountable for each deliverable. Specialist Meteorologist, Hydromet Department, Mr. Komalchand Dhiram also reiterated this perspective by stating that upper management should be able to report on their assigned deliverable/s.
- 6.6** The Deputy Resident Representative, UNDP, explored the possibility of having text messages sent to the farmers' cellphones or an app which provides farmers' advisories. She further elaborated that applications of similar nature have been developed in several countries by the initiative of UNDP.
- 6.7** It was unanimously agreed that gaps do exist in coordination, communication and dissemination of information between CDC, Hydromet, extension officers and farmers, and that more work is needed to resolve each issue.

- 6.7.1** In efforts to close the highlighted gaps, Ms. Mallick summarised several steps to be taken. These include (1) The establishment of a technical committee comprised of representatives from NAREI, GLDA, GMC, Fisheries Department, Hydromet and Guyana Red Cross, (2) The determination of the work of the technical committee including mitigating existing gaps; establishing the best ways of transmitting information to farmers thus ensuring robustness and optimum benefits; a review of the types of training, the methodology and modules for sessions with a view to maximising sessions (3) A meeting of the technical committee and technical resources from FAO & UNDP to review the technical solutions to transmit information to the farmers and develop a series of potential action plans.
- 6.7.2** Ms. Ohashi informed the meeting on the progress of a number of other activities as well as future actions to be taken. These include: (1) Completion of the damage and needs assessment (DANA) report, (2) The need for revision of the Community Emergency Plan's as the current plan is written in highly technical language, (3) A FAO Communications expert will be available on 19 September, 2017. The expert will advance the board's recommendation to have a behavioral change methodology to yield authentic project impact in his or her assessment under Output 4.1, and (4) By November 2017, the visuals should be completed.
- 6.7.3** The FAO Representative suggested that the task of creating the videos to activate behavioral change should be given to a group of small establishment.
- 6.8** Mr. Robertson highlighted that the figures from the budget has since changed, therefore, the revised budget and other documents should be shared with the project board. The FAO Representative also briefed the meeting about the UNDP-FAO joint initiative on gender workshops, which were conducted in Georgetown and in regions 5, 6 and 7 by affirming that the gender strategy was circulated with the project board for their review by 12 September, 2017.

**6.9** Ms. Mallick insisted on the need for the board to review the draft gender strategy and submit all comments to Ms. Ohashi by September 12, 2017, as all comments are critical to making the strategy robust.

## **7.0 FINANCIAL REPORT**

### **7.1 Disbursement of the project budget up to 22 August 2017.**

In providing an update on the project disbursements as of September 22, 2017, Ms. Ohashi noted that UNDP disbursed 67,832.10 USD, equivalent to 14,054,811.12 GYD (81.3% delivery) while FAO disbursed 39,494 USD, equivalent to 8,183,156.80 GYD (23.0% delivery). This amounts to 107,326.10 USD, representing 38% of the total project funds for 2017. Ms. Ohashi expressed sincere appreciation to those organisations that have made notable contributions thus eliminating some expenditure on her organisation's behalf. She also noted that the delivery presented at the last Steering Committee meeting in May was 25,548.50 USD, representing 9% of total project funds. Ms. Mallick announced that besides a prior setback, the project is currently on schedule. Mr. Robertson highlighted that the delivery has been improved since May, thanks to the new UNCT arrangement.

## **8.0 ANY OTHER BUSINESS**

### **8.1 Upcoming events**

FAO Representative, Mr. Reuben Robertson proposed a writing competition in October in remembrance of Ms. Angela Alleyne.

Ms. Ohashi and Mr. Robertson will collaborate to produce a letter to the Ministry of Education and the background information on the idea behind the essay writing competition by 13 September 2017. A small committee will be created to help organise this activity.



## **8.2 Any Other Business**

Mr. Robertson announced that three vacancy announcements will be published in the newspapers over the weekend. He also noted that Mr. Felix Jhared has been recruited as Programme Consultant.

The board agreed that the last Steering Committee meeting of 2017 to be held in the first week of December.

## **9.0 CLOSURE OF MEETING**

In final comments, the UNDP Deputy Resident Representative encouraged participants to work together to achieve the final deliverables for 2017 by the agreed December deadline.

**There being no other business the meeting concluded at 12:50hrs.**

**CHAIR**\_\_\_\_\_

**DATE**\_\_\_\_\_

## ANNEXES

### ANNEX 1

#### AGENDA

##### Quarterly Steering Committee Meeting

**Time and Date:** Thursday, September 7, 2017; 10:00 – 12:00

**Venue:** Large Conference Room, UNDP

**Chair:**

- ❖ Dr. Hector C. Butts, Finance Secretary, Ministry of Finance
- ❖ Ms. Shabnam Mallick, Deputy Resident Representative, UNDP

**Objectives**

- To review and adopt the minutes from the last Steering Committee meeting
- To update Progress on the project activities and Disbursement of the project budget
- To present future activities and plans

**Agenda**

- 10:00 – 10:20 **Registration**
- 10:20 – 10:30 **Call to order and Welcome remarks**  
Ms. Shabnam Mallick, Deputy Resident Representative, UNDP
- 10:30 – 10:40 **Adoption of the minutes and Announcements**
- 10:40 – 10:50 **Adaptation of minutes**
- 10:50 – 11:30 **Progress on the project activities and Disbursement of the project budget**  
FAO Components: Mr. Reuben Robertson, FAO Representative  
UNDP Components: Ms. Chika Ohashi, UNDP Programme Analyst
- 11:30 – 11:40 **Presentation of future activities and plans**  
FAO Components: Mr. Reuben Robertson, FAO Representative  
UNDP Components: Ms. Chika Ohashi, UNDP Programme Analyst
- 11:40 – 11:50 **Any other business**
- 11:50 – 12:00 **Closing remarks**  
Dr. Hector C. Butts, Finance Secretary, Ministry of Finance
- 12:00 – **Lunch**

### ANNEX I1: Participants List

NO.	NAME	ORGANISATION	DESIGNATION	TELEPHONE	EMAIL
1	Derek Kowlessar	MINISTRY OF COMMUNITIES	Ministerial Advisor	225-8312 650-1234	derek.kowlessar@gmail.com
2	R. Chandranauth	NAREI	Research Scientist	660-1010	rkerryc@gmail.com
3	Michael Welch	Guyana Livestock Development Department (GLDA)	Livestock Industry Development Specialist	622-0685	michael_welch19@yahoo.com
4	Devin Warner	Guyana Marketing Corporation	Extension Officer	630-0817	devinwarner25@gmail.com
5	Komalchand Dhiram	Hydromet	Specialist Meteorologist	658-0761	kdhiram2015@gmail.com
6	Osbert Nurse	GSA	Lecturer/Farm Manager	601-8984	osbertnurse@yahoo.com
7	Seion Richardson	Fisheries Department	Fisheries Officer	642-0303	seion_rishardson2000@yahoo.com
8	Cromwell Crawford	Guyana Red Cross	Volunteer	638-7378	ctine61@gmail.com
9	Reuben Robertson	FAO	Representative		Reuben.Robertson@fao.org
10	Shabnam Mallick	UNDP	Deputy Resident Representative	226-4040	shabnam.mallick@undp.org
11	Chika Ohashi	UNDP	Coastal Extension Coordinator	604-2171	chika.ohashi@undp.org
12	Rudolph Trotman	SURFA	President	662-0904	

<b>13</b>	M. Sudai	Fyrish Farmer's Association	Member	644-8096
<b>14</b>	Neville Bourne	Fyrish Farmer's Association	Member	
<b>15</b>	M. Sewnarine	Roseward Farming	Member	619-0390
<b>16</b>	Bisram E.	Roseward Farming	Chairman	625-5934

### ANNEX III:

#### Progress on the Project Activities and Future Plans/Activities

22 August 2017



Output Account	Approved Budget	Expenditure	Budget Balance	Output Activity	Status of Activity	Remaining Activity
Output 1.1	9,400.00	3,809.86	5,590.00	<p>Activity 1.1.1: Conduct an assessment of the status of the implementation of the ADRM Plan and sharing findings with national institutions and stakeholders involved in DRM in the sector.</p> <p>Activity 1.1.2: Conduct a review existing policy documents and institutional and coordination mechanisms for DRM in the agriculture sector and propose improvements for effective mainstreaming of DRM in the sector.</p> <p>Activity 1.1.3: Assess training and overall capacity building needs of the staff of the Ministry of Agriculture as well as other national institutions involved in the implementation of the DRM Plan for the agriculture sector.</p>	<ul style="list-style-type: none"> <li>• A Technical Report on the assessment of the status of the implementation of the Agriculture Disaster Risk Management Plan was produced. The report included a review existing policy documents and institutional and coordination mechanisms for DRM in the agriculture sector as well as the training and capacity building needs of the Ministry of Agriculture as well as other national institutions involved in the implementation of the DRM Plan for the agriculture sector.</li> <li>• The Report was shared with the respective agencies participating in the project and the members of the steering committee.</li> </ul>	<ul style="list-style-type: none"> <li>• Activity 1.1.4: Support the strengthening and re-establishment of the ADRM Committee and conduct capacity building and awareness workshops for staff of national institutions involved in ADRM. – plan to conduct capacity building and awareness workshops in September and November, 2017.</li> </ul>
Output 2.1	12,800.00	5,604.00	7,196.00	<p>Activity 2.1.1: Review existing climate information and early warning services (including drought warning, flood warning, El Niño/La Niña advisory, monthly weather forecasts/outlooks) produced and disseminated to farming communities and proposed improvement for EWS flow and communications to end users.</p> <p>Activity 2.1.2: Train senior and extension/field officers under MoA in interpreting available climate information and early warning</p>	<ul style="list-style-type: none"> <li>• Activity 2.1.1: Indicator 1: A baseline needs assessment was conducted and a report was finalised.</li> <li>• Activity 2.1.2: Indicator 2: The capacity of staff of the targeted government agencies improved to High, with the following evidences. <ul style="list-style-type: none"> <li>○ Overall rate of average score of the Post-evaluation tests by the participants has a minimum of 73.5%.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Activity 2.1.4: Validation of the effectiveness and timeliness of proposed dissemination and communication to end users are currently being conducted.</li> </ul>

				<p>messages in the agriculture sector, and the use of these information and forecasts for disaster preparedness, response and risk reduction in the sector.</p> <p>Activity 2.1.3: Conduct workshop to identify the effective and timely dissemination of climate information and early warning messages, and the communication materials tailored to the needs of each sub-sector mentioned above under MoA</p> <p>Activity 2.1.4: Validate the effectiveness and timeliness of proposed dissemination and communication materials of climate information and early warning messages to end users, and the usefulness of the communication content in planning farming activities by farming communities.</p>	<ul style="list-style-type: none"> <li>○ Average rate of 31.8% overall score improved between Pre-test (41.7%) and Post-test (73.5 %).</li> <li>○ Each participating agency improves their scores respectively from the pre-tests to the post-tests by at least 25%.</li> <li>● Activity 2.1.3: Indicator 3: Total of 6 workshops conducted. End of Project Target aims 2.</li> <li>● One training workshop conducted, total of 55 (40 male and 15 female) extension and field officers trained.</li> <li>● Five practical workshops conducted with the total of 33 officers, including CDC and the Ministry of Communities, at pilot farming community (Now or Never, Lovely Lass, Bush Lot, #5 Village, Fyrish).</li> <li>● Additional Workshop conducted by Hydromet to improve climate information and early warning services tailored to end users, targeting representatives of GLDA, NAREI, GRDB, Fisheries Department under the Ministries of Agriculture and Communities, as well as representatives from CDC and NGOs, such as Guyana Red Cross Society and Partners of the Americas.</li> </ul>	
Output 2.2 ④	33,000.00	24,104.30	8,896.00	<p>Activity 2.2.1: Conduct baseline assessment on extension systems and activities, and the current degree of DRR practice in agriculture to promote DRR integrated extension services through DRR/DRM concepts, operational aspects of natural hazards, risk prevention, impact mitigation and preparedness measures</p>	<ul style="list-style-type: none"> <li>● Activity 2.2.1: A FAO Technical Officer from Rome conducted a one week scoping mission from 20th to 26th November, 2016, to Guyana to undertake a baseline assessment of current extension systems and activities to promote DRR, as well as training and</li> </ul>	<ul style="list-style-type: none"> <li>● Activity 2.2.1: Technical officer to submit the final baseline assessment report by 1<sup>st</sup> week of September, 2017.</li> <li>● Activity 2.2.3: A manual will be provided based on the discussions in</li> </ul>

			<p>in the agriculture sector to support farming communities with DRR knowledge and DRR practices and approaches in the agriculture sector as well as gender mainstreaming in DRR.</p> <p>Activity 2.2.2: Conduct training of extension staff in DRR/DRM concepts and operational aspects of natural hazards, risk prevention, impact mitigation and preparedness measures in the agriculture sector as well as gender perspective integration in DDR to familiarize staff with gender concepts and perspectives and on how to mainstream gender concerns in DRR/DRM.</p> <p>Activity 2.2.3: Produce guidelines and training manuals for extension officers on DRR tools, CCA and DRR good practices and approaches to promote field implementation of DRR measures.</p> <p>Activity 2.2.4: Conduct field training demonstrations on the promotion of DRR tools, practices and approaches among farming communities.</p> <p>Activity 2.2.5: Conduct mock drill/ field simulation exercise in preparedness and response in the agriculture sector to test and improve capacity of extension staff of MOA and other national institutions.</p>	<p>capacity building needs of the staff of the Ministry of Agriculture and other national institutions involved in the implementation of the DRM Plan for the Agriculture Sector. Stakeholder meetings were held with representatives of various departments of the Ministry of Agriculture, Civil Defense Commission and UNDP to gather information. Field visits were also conducted to view DRR practices in the field and to determine pilot sites for demonstration purposes. A half day stakeholder meeting was held to discuss the training curriculum and key elements for the preparation of a training manual. The agreed modules of the training were: (A) Understanding Disaster Risk, (B) Disaster Risk Governance and institutional arrangements; (C) Disaster Risk Reduction for Resilience Building and (D) Disaster Preparedness for effective response, recovery, rehabilitation and reconstruction.</p> <ul style="list-style-type: none"> <li>• Activity 2.2.2: Based on the baseline assessment, a training workshop was conducted between 25-27 July, 2017 on DRR/DRM concepts and operation aspects of natural hazards, risk prevention, impact mitigation and preparedness measures.</li> <li>• Activity 2.2.2: Field training was further conducted targeting extension officers from NAREI, GLDA, GRDB and fisheries in Region 5 and 6 on CCA/DRR good</li> </ul>	<p>the training workshops in September, 2017 by technical officer.</p> <ul style="list-style-type: none"> <li>• Activity 2.2.4: A LoA is being prepared for baseline assessment and field demonstrations for cost benefit analysis in the pilot communities. LoA to be signed in early September.</li> <li>• Activity 2.2.5: Technical officer is preparing guidance note. The consultant will conduct the exercise in September, 2017.</li> </ul>
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					<p>practices, procedures for field demonstrations, cost benefit analysis and all necessary guidelines were provided to the trainees.</p> <ul style="list-style-type: none"> <li>• Activity 2.2.3: Based on the baseline assessment, guidelines and manuals were produced and shared with trainees of the training workshop conducted between 25-28 July, 2017.</li> </ul>	
Output 2.3	7,000.00	5,926.37	1,074.00	<p>Activity 2.3.1: Review the existing damage and needs assessment methodology used in Guyana from an agriculture sector perspective, proposing improvements to the methodology in the form of detailed guidance notes including baseline, manual to improve the implementation of the agriculture-specific, DANA methodology.</p> <p>Activity 2.3.2: Conduct training workshop on the implementation of Livestock Emergency Guidelines and Standards (LEGS).</p> <p>Activity 2.3.3: Convene training workshop to enhance institutional capacities to undertake timely and accurate DANA and Livelihood Assessment in the agriculture sector.</p>	<ul style="list-style-type: none"> <li>• Activity 2.3.1: FAO Technical Officer reviewed the existing damage and needs assessment methodology used in Guyana during the mission in collaboration with CDC.</li> <li>• Activity 2.3.2: Livestock extension officers and other stakeholders in livestock industry were trained on the implementation of Livestock Emergency Guidelines and Standards (LEGS), as part of train of trainer's workshop on November 17th and 18th, 2016. Each participant received a certificate of participation, LEGS training manual, and other training materials to support the dissemination of LEGS among livestock holders.</li> <li>• Activity 2.3.3: Training was conducted by the FAO HQ Technical Officer between 25-27 July, 2017 on DANA, DALA and Livelihood Assessment. CDC head also provided overall background about the existing DANA policy and procedures for damage and needs assessment.</li> </ul>	<ul style="list-style-type: none"> <li>• Activity 2.3.1: Final report of the proposed damage and needs assessment methodology for agriculture sectors will be shared by the technical officer by the first week of September, 2017. All presentations and check lists related to the damage and needs assessment were provided to the training participants. The final checklists will be shared with CDC after incorporating the comments from the training participants.</li> </ul>



					<ul style="list-style-type: none"> <li>Activity 2.3.3: Field training was further conducted targeting extension officers in Region 5 and 6 on Livelihood Assessment and Cost Benefit Analysis.</li> </ul>	
Output 3.1	31,918.00 	28,079.00	3,838.00	<p>Activity 3.1.1: Conduct baseline needs assessment on use and access of climate information and early warning messages by farming communities, identifying gaps and constraints in communications.</p> <p>Activity 3.1.2: Develop community based early warning systems by:</p> <ul style="list-style-type: none"> <li>Jointly develop a plan with pilot communities and extension officers to communicate timely and actionable early warnings to pilot communities;</li> <li>Test proposed CBEWSs plan at pilot communities.</li> <li>Verify results and propose community-based EWS for farming communities in Guyana.</li> </ul> <p>Activity 3.1.3: Conduct capacity building workshops on the access, interpretation, and use of the climate information and early warning messages/forecasts.</p>	<ul style="list-style-type: none"> <li>Activity 3.1.1: Indicator 1: A Baseline assessment produced.</li> <li>Activity 3.1.2: Indicator 2: 5 Community-based EWSs introduced in 5 pilot communities as stated under Output 2.1. End of Project Target aims 2 Community-based EWSs in 4 pilot communities. The project achieved to have additional 3 Community-based EWSs and 1 additional pilot community.</li> <li>Activity 3.1.3: Indicator 3: Total of 85 farmers and 18 extension officers in Region 2, 3, 4, 5 and 6 participated in 6 workshops led by UNDP Consultant and Hydromet Services on access, use and interpretation of climate information and early warning messages. Another set of workshops also conducted in 4 communities (Now or Never, Lovely Lass, Bush Lot, #5 Village) in Region 5, 1 community (Fyrish) in Region 6 and 1 community (Lima) in Region 2. It was originally aimed for 50 farmers.</li> </ul>	<ul style="list-style-type: none"> <li>Activity 3.1.2: Community Emergency Plans will be further elaborated in the targeting communities.</li> <li>Manual rain gauges and staff gauges have been partially provided and will be provided and installed by Hydromet at the targeting communities, followed by training to collect data by the communities.</li> </ul>
Output 3.2	69,000.00 	1,782.06	67,218.00	<p>Activity 3.2.1: Convene training workshops by trained extension officers (in Activity 2.2.2) on DRR concepts, climate smart agriculture practices and operational aspects of natural hazards, risk prevention, impact mitigation and preparedness measures in the agriculture</p>	<ul style="list-style-type: none"> <li>During the mission of the FAO Technical Officer to Guyana, field visits were undertaken to 6 communities where local level consultations and focus group meetings were held. Among the 6 communities visited, 4 communities are</li> </ul>	<ul style="list-style-type: none"> <li>Activity 3.2.1: Under the LoA, the focal points of extension in NAREI will conduct monitoring visits in accordance with guidance and schedule provided by the technical officer.</li> </ul>

				<p>sector for farmers, livestock holders and fisherfolks.</p> <p>Activity 3.2.2: Identify and establish demonstration sites by trained extension officers (in Activity 2.2.4) for pilot testing DRR good practices.</p> <p>Activity 3.2.3: Conduct training of farmers, livestock holders and fisherfolks by trained extension officers (Activity 2.2.3) on climate smart agriculture approaches and DRR best practices.</p> <p>Activity 3.2.4: Conduct field days in each pilot community for beneficiaries to present and share their experiences, recommendations and lessons learnt to enhance disaster prevention, mitigation, preparedness and response among farming communities in the agriculture sector.</p>	<p>highly relevant for establishing DRR good practice pilot demonstrations.</p> <ul style="list-style-type: none"> <li>• The five communities selected for the pilot and the associated proposed local level interventions are: <b>Now and never, Lovely Lass, D'Edward and # 4 village.</b></li> <li>• Some work was done in Lovely Lass to strengthen community participation and best practices for DRR.</li> </ul>	<ul style="list-style-type: none"> <li>• Activity 3.2.2: LoA with NAREI to be signed in September, 2017.</li> <li>• Activity 3.2.3: Guidance on the field demonstration was distributed to the extension officers and additional community specific training based on the needs and community context will be provided by the NAREI as part of the LoA.</li> <li>• Activity 3.2.4: Field days to be organized by communities and extension officers under LoA with NAREI. To be conducted in November, 2017.</li> </ul>
Output 4.1	40,000.00	1.45	39,999.00	<p>Activity 4.1.1: Produce and disseminate user-friendly manuals on CCA approaches and DRR good practices for use by agricultural communities.</p> <p>Activity 4.1.2: Develop and disseminate communication products on CCA and DRR good practices.</p> <p>Activity 4.1.3: Produce short promotional video on local DRR good practices and approaches in the agriculture sector.</p>	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• 4.1.2, 4.1.3 and 4.1.4 in the process of recruiting communication consultant who will be supported by the communication specialists in FAO and UNDP.</li> <li>• Activity 4.1.1 and 4.1.2: leaflets of good practices will be produced e.g. tomato cultivation in flood-prone communities. If agencies have produced manuals, they can be adopted in the context of disaster preparedness by identifying 4 major good practices. By October, 2017.</li> </ul>

				<p>Activity 4.1.4: Assess the effectiveness of public awareness tools employed for the development of Communication Strategy.</p> <p>Activity 4.1.5: Develop Communication Strategy and an implementation plan to foster adoption of CCA and DRR good practices for disaster prevention, mitigation, preparedness and response among farming communities in the agriculture sector.</p>		<ul style="list-style-type: none"> <li>• Activity 4.1.3: 3 minute videos will be produced by professional video-graphers in collaboration with MoA and FAO communication consultant, November, 2017.</li> <li>• Activity 4.1.4: FAO communication consultant to conduct the assessment, December, 2017.</li> <li>• FAO communication consultant in collaboration with MoA communication unit to develop communication strategy, September to November, 2017.</li> </ul>
Project Management	38,697.00	34,207.00	4,490.00	<ul style="list-style-type: none"> <li>• Development of Gender strategy</li> <li>• Quarterly steering committee meetings</li> <li>• Inception workshop and project launch</li> </ul>	<ul style="list-style-type: none"> <li>• Inception workshop and project launch were held in July and June, 2016, respectively.</li> <li>• Second Steering Committee meeting was held on 29<sup>th</sup> September, 2016.</li> <li>• Third Steering Committee meeting was held on 31<sup>st</sup> January, 2017.</li> <li>• Fourth Steering Committee meeting was held in May, 2017</li> <li>• Validation workshop with MoA, CDC, OCC and MoC conducted between 3-4 August.</li> <li>• Field missions in coastal (Region 5 and 6) and hinterland (Region 7) communities have been conducted between 7-11 August, 2017.</li> <li>• Visit to pilot communities by Steering Committee members 29 July, 2017.</li> </ul>	<ul style="list-style-type: none"> <li>• Gender Strategy to be finalised in collaboration with UNDP Regional Office Gender/DRR teams, FAO Regional gender team.</li> <li>• Steering Committee meeting to be held in December, 2017.</li> </ul>
<b>TOTAL</b>	285,638.00	103,514.04	138,301.00			

**Disbursement of the Project Budget**

Total Disbursement as of 22 August, 2017:

UNDP 67,832.10 USD, equivalent to 14,054,811.12 GYD (81.3% delivery).

FAO 39,494 USD, equivalent to GYD 8,183,156.80 (23.0% delivery).

Total of 107,326.10 USD, representing 38% of total project funds for 2017.