

**Minutes of the 2nd Programme Executive Board Meeting
UN- REDD Programme, Myanmar**

Date:	6 December, 2016
Venue:	The Hotel Amara, Nay Pyi Taw
Time:	09:30 – 12:00
Objective of the meeting:	Discussion of the achievements during 2016; Approval of Standard Operating Procedures, SPO; Discussion and approval of the AWP 2017; and Discussion and decision about approval requirements for major technical documents of the Programme
Co-Chairs:	Dr. Nyi Nyi Kyaw, Director General, Forest Department, MONREC Mr. Peter Batchelor, Country Director, UNDP Myanmar
Participants:	
PEB members	Ms. Xiaojie Fan, FAO Representative in Myanmar U Than Aye, Deputy Director General, Environmental Conservation Department, MONREC U Aung Thant Zin, CEO, Myanmar Environment Rehabilitation-conservation Network (MERN); U Hla Doi, Programme Assistant, Promotion of Indigenous and Nature Together (POINT)
PEB Secretary	Dr. Thaug Naing Oo, Director, Forest Research Institute, Forest Department, National Programme Director, UN-REDD Programme, Myanmar
Observers/Donors	Not present, excused
Participating Agencies	Daw Lat Lat Aye, Team Leader, Environmental Governance and Disaster Resilience, UNDP Myanmar, Daw Thin Thin Aung, Programme Coordinator, UNDP Myanmar U Ye Khaung, Programme Officer, FAO Myanmar Ms. Malgorzata Buszko-Briggs, Programme Officer (REDD+ Team), FOA Rome
UN- REDD Programme	Mr. Timothy Boyle, Regional Coordinator, UNDP, Bangkok (via skype), Mr. Ben Vickers, Regional Coordinator, FAO Bangkok, Mr. Franz Eugen Arnold, Technical Specialist, UNDP Myanmar, Daw Khin Hnin Myint, Programme Coordinator, UNDP Myanmar, U Min Soe, Stakeholder Engagement Officer, UNDP, Myanmar U Kyaw Min Aung, Programme Assistant, UNDP, Myanmar Daw Thin Thitsar Kyaw, Programme Assistant, FAO Myanmar

Opening

The meeting was opened with remarks by the co-chairs, the DG of the Forest Department Dr. Nyi Nyi Kyaw and the UNDP Country Director, Mr. Peter Batchelor. Dr Nyi Nyi Kyaw emphasized the importance

of REDD+ for the country and the forest and land use sector as well as the commitment of the government to REDD+. He also thanked the development partners and the technical agencies of the UN system, UNDP, FAO and UNEP for their constant help and support to the country in this context. Mr. Peter Batchelor highlighted in his opening remarks the objectives and expected outcomes of the meeting and pointed out the importance of having the representative of the Environmental Conservation Department as a full member of the PEB of the UN-REDD Programme. He also commented that representative of UNEP was missing this time and would be better to have UNEP's representation always in PEB meeting.

Achievements and challenges during the year 2016

Dr Thaug Naing Oo, the National Programme Director, presented the achievements of the UN-REDD Programme in Myanmar during 2016. He mentioned that most of the targets were achieved but some were not fully reached due to the several reasons.

The development of the draft REDD+ strategy was hampered by different factors which became apparent over time during the year. Among them is the delay in the driver analysis as a fundamental basis for developing strategic approaches to counter present or incipient drivers of deforestation and forest degradation but also an underestimation of the time requirements for data collection and the analysis needs of existing data and information sources as well as for the feedback and discussions with national experts and other stakeholders.

The work progress on safeguards was also behind what was expected. The safeguard road map as the main product in this context was not possible to develop. The reasons are manifold among which the difficulties of operationalizing the UNEP component of the budget and the lack of technical support staff on the UNEP side for several months of the year stand out¹.

The development of a draft Forest Reference Level for Myanmar was not achieved. One reason for that is a lack of clarity and confidence of the Forest Department with its base data for land and forest cover maps for crucial time periods (2005, 2010, 2015). More time than expected was and is needed to correct the necessary base data, a process which is still going on in the Forest Department and will hopefully be finished early next year. Another reason was that emphasis of FAO support in 2016 was implicitly laid on NFI development in order to respond to the upcoming funding opportunity by the Finnish Cooperation (see below).

The work on developing a draft NFI² design for Myanmar was largely achieved, although many times consuming details have still to be worked out. The implementation of the piloting of the NFI approach is somewhat delayed since many technical questions and administrative challenges arose during the second half of the year. However, during the year a full funding proposal for a five year NFI/NFMIS³ project was developed which was presented to the Finnish government and will likely be supported through the FAO-Finland Programme.

The stakeholder engagement structure of the REDD+ process in Myanmar, as laid out in the REDD+ roadmap is largely established and working properly. The only major element still lacking is the REDD+ Task force. Preparatory measures in order to support the establishment of the Task Force early next year have been established.

Many supporting and ancillary activities were also carried out such as training and capacity building events, development of communication and outreach events and products, as well as support to other

¹ The main resource person on the UNEP side left in July

² National Forest Inventory

³ National Forest Monitoring and Information System

for REDD+ important Climate Change related projects and initiatives (e.g. NDC development and the Second National Communication).

The details of the achievements can be found in a tabular progress report sent out to PEB members before the meeting.

Draft Standard Operating Procedure, SOP

The SOP was presented by Daw Khin Hnin Myint, the National Programme Coordinator. She reminded that the main elements of the SOP have already been discussed and informally agreed upon among the three UN-agencies (by email).

Draft Annual Workplan for 2017

The draft annual workplan was presented by Franz-Eugen Arnold, Technical Specialist of the UN-REDD programme. The work plan takes into account the level of achievements from 2016 and aims at the following main targets:

- Draft REDD+ strategy, consulted with relevant stakeholders and ready to be endorsed by the government and a first version of draft Action Plan based on the REDD+ strategy;
- Draft Forest Reference Level;
- A safeguard roadmap in the light of PaM⁴ proposals of the draft REDD+ strategy; and
- A final draft of NFI design.

For the budget component of FAO presented during the PEB meeting a substantial revision was necessary following discussions about the needs for linking the UN-REDD programme with the NFI project after the PEB meeting and during the following day. The amount of the 2017 FAO component presented during the PEB meeting of 622,205 USD had therefore to be increased to 979,478 USD. The FAO budget for 2017 had to heavily be front loaded in order to reflect the co-financing commitments for the NFI project.

Technical documents of the UN-REDD programme

Two major documents were presented for approval by the PEB, the Stakeholder Engagement Guidelines and the Knowledge Management and Communication Strategy. Both are essential document for the development of the Programme in the coming years.

Decisions and Action points

- The AWP will be approved once the necessary changes are incorporated in the FAO component for the co-financing commitments of the UN-REDD Programme of the upcoming NFI project with the Finnish Cooperation.
- The amount for Monitoring and Evaluation, M&E, in the AWP will be increased from 3,000 USD to 10,000 USD in order to contract a consultant charged with developing/revising the results framework for M&E.
- The Standard Operating Procedure, SOP, is approved. Assistant to the NPD and Technical Assistant to MRV Advisor will be added to the UN-REDD National Programme Management Structure (Figure 2 of SOP).
- The PEB will not normally approve technical documents. All technical documents will go through a process of revision and approval by stakeholders, technical experts of the UN and the government not by the PEB. The PEB will only receive the documents on the basis of information sharing. However, in exceptional cases approval may be required.
- UNEP as collaborating partner will be approached in order to clarify how they intent to organize their support to the Programme in Myanmar. A mission of UNEP early in the New Year

⁴ Policies and Measures

is considered necessary potentially in connection with other planned events of the UN-REDD Programme.

- The PEB will meet only twice a year.
- The study tour to Brazil for high level decision makers will be planned for 2017. The necessary contacts with counterparts in Brazil will be organized by UNDP.
- The launching ceremony for the UN-REDD National Programme will be organized early in the next year and presence of Union Minister of MONREC at the ceremony is expected.
- The PEB requests the PMU to go forward with the recruitment of Assistant for the National Programme Director.

Planning for the next meeting

The next PEB meeting will be scheduled for July 2017.

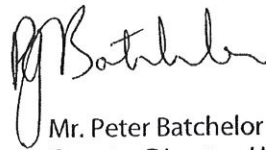
Attachments

- Agenda of the meeting
- Revised AWP 2017
- Revised SOP.

Minutes approved by



Dr. Nyi Nyi Kyaw
Director General, Forest Department
Co-Chair of PEB



Mr. Peter Batchelor
Country Director, UNDP
Co-Chair of PEB