



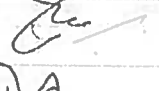


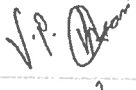



Minutes of 10th Project Board Meeting for the 1st Quarter, 29 Jan, 2015

Project Name:	EbA		
Date of Meeting:	29-Jan-15	Time:	3:30-5:00 p.m.
Chair:	Mr. Gauri Shankar Timala, National Project Director	Location:	EbA Hall, Forestry Complex, Babarmahal, Kathmandu

Attendees			
Name	Title	Organization	Signature
Mr. Gauri Shankar Timala	Deputy Director General / NPD	DoF/EbA	
Ms. Sophie Kemkhadze	DCD-O	UNDP	
Mr. Vijaya Singh	Assistant Country Director	UNDP	
Mr. Dirk Steffes-enn	First Secretary	German Embassy	
Mr. Mozaharul Alam (Skype)	Regional Climate Change Coordinator	UNEP Regional Office for Asia and the Pacific	
Dr. Indra Sapkota	Under-secretary	MoFSC	
Mr. Sudjan Subedi	Meteorologist	MoSTE	
Ms. Moon Shrestha	Project Coordinator	EbA	
Ms. Anu Adhikari	Program officer	IUCN	
Mr. Vijay Prasad Kesari	Environment Program Analyst	UNDP	
Ms. Bhawani Shrestha	Research Associate	EbA	

Meeting Agenda	
Topic	Presented by:
1. Present 4 th quarter and annual progress of 2014	Project Coordinator
2. Present annual and 1 st quarter work plan of 2015	Project Coordinator
3. AOB –Project structure	
4. Closing	

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Discussion/ Decision and Action		
Topic (Discussion)	Action (including time line to complete the recommended action)/ Decision	Responsible Person for action
<p>Agenda 1: Review of 4th quarter and annual progress of 2014</p> <p>The meeting started with welcome remark from Mr. Gauri Shankar Timala, National Project Director in which he welcomed everyone and Mr. Mozaharul Alam who attended the meeting through Skype. Then, he requested Ms. Moon Shrestha, Project Coordinator to present the progress of fourth quarter and annual progress of 2014.</p> <p>Ms. Shrestha highlighted the activities that were undertaken in 4th quarter and gave a brief review of annual progress of 2014 of all three partners. She presented the major progress of UNEP as capacity enhancement training in conducted in Pokhara, development of monitoring indicators, and publication of three documents. The deviated activities of UNEP from 4th quarter are conducting a National level training workshop, and economic assessment of key Eba options, both of these activities will be conducted in 2015.</p> <p>Similarly, she presented the annual progress of UNEP. This year UNEP finalized VIA report, prepared Ecosystem Based Climate Adaptation planning at 3 Sub-watersheds level and Atlas to present key VIA result for wider use and dissemination.</p> <p>Likewise, she presented the major activities undertaken by UNDP in 4th quarter in which she highlighted the interventions such as nursery establishment, land rehabilitation, water spring source and pond conservation, livelihood diversification and capacity enhancement programs. Capacity enhancement programs such as training/awareness program on open grazing, forest encroachment, illegal trade, agroforestry promotion were conducted.</p> <p>Similarly, in the 4th quarter, UNDP has recruited consultants for Cost benefit analysis and Midterm evaluation of the project. Annual review and planning meeting of 2015 also conducted in this quarter along with all the partners. The activities deviated from 4th quarter of UNDP are recruiting</p>	<p>PEB approved the progress of 4th quarter</p> <ul style="list-style-type: none"> Final proposal on Economic assessment of key Eba options identified through VIA and Social Learning Dialogue will be shared with Eba Nepal Team. Publish summary report of siltation dam study CBDP program has been extended by 9 months. 	<p>UNEP</p> <p>PMU</p> <p>UNDP</p>





<p>the consultant for knowledge management and publication of siltation dam study report. Ms. Moon also presented briefly annual progress of UNDP.</p> <p>Similarly, Ms. Shrestha presented the quarterly and annual progress of IUCN. The major activities undertaken by IUCN in the 4th quarter included water source conservation, pond renovation, soil testing, and in situ conservation of indigenous species, ornithological study and video documentary on Eba. While presenting the progress she mentioned that IUCN has produced wide range of knowledge products on Eba which has been quoted by MTR team as well. Similarly, Ms. Shrestha gave brief picture of the beneficiaries of Eba interventions.</p> <p>Besides, she also presented the field activities undertaken by Community Based Development Program (CBDP) in evacuated refugee camp of Jhapa and Morang. She also highlighted the extension of CBDP program by nine months and informed the members that it will be phased out by September 2015.</p> <p>Then, Ms. Shrestha presented the quarterly and annually financial progress of 2014 of all three partners. The proposed annual budget of UNDP in 2014 was \$710,000 but due to the delay in fund disbursement from global level, the project received \$589,357 by the end of December 2014.</p> <p>Mr. Vijaya Singh, Assistant Country Director UNDP, questioned on after VIA report recommendations how the activities were confined in the three sub watershed, he further added how IUCN and UNDP activities were coordinated before field implementation in those watersheds to avoid the duplication. Answering his query, Ms. Shrestha explained that after receiving the recommendations from VIA, in 2014 confined more than 75% activities in those three watersheds however some activities were also carried out in other parts of the Project site. She further added planning workshop was conducted in the field to involve local stakeholders to avoid the duplication of the activities. In the same context, Ms. Anu Adhikari from IUCN mentioned that the team (IUCN, UNDP and Eba staff) had a planning meeting at the National level in the early 2014 to prepare a combined plan without duplications.</p>	<p>PEB approved annual plan, first quarter plan and budget</p> <ul style="list-style-type: none"> • Formation of central level sharing platform <p>PMU</p>
<p>Agenda 2: Present proposed annual and first quarter work plan of 2015</p> <p>Before, presenting the proposed quarterly and annual plan of 2015, Ms. Shrestha highlighted the key issues discussed in the annual review and planning meeting. The key issues discussed were on knowledge management strategy, policy support, capacity enhancement of local and national</p>	

<p>stakeholders, better coordination with partners and exit strategy. In the policy support, it has been suggested to form technical team at MoFSC to support Eba policy dialogue, incorporating Eba learning in plan and policy and review management plan of Panchase protection forest program. Similarly, Ms. Shrestha highlighted the preliminary recommendation of Midterm Review (MTR) report.</p> <p>She also highlighted integration of MTR comments in annual work plan 2015 such as focus on producing knowledge products and better coordination among partners to implement the activities. Then she presented the proposed annual plan of UNEP, UNDP and IUCN for approval. In 2015, the major activities, UNEP will be undertaking includes: finalizing Eba Monitoring and Evaluation Framework with Indicators, finalizing VIA training modules, preparing spatial plan with Eba option, economic assessments of key Eba options and a report on lesson learnt.</p> <p>In the same way, Ms. Shrestha presented the annual plan of UNDP which comprises producing knowledge products, policy supports, completing already initiated field level ecosystem restoration activities through providing grant and cost benefit analysis.</p> <p>Likewise, in the year 2015, IUCN will continue the activities on capacity enhancement, ecosystem restoration, conservation farming, sustainable water use and knowledge management.</p> <p>Ms. Shrestha, also presented the proposed work plan of first quarter for the approval. She presented the activities of all three partners.</p> <p>The major activities of UNEP in the 1st quarter are: printing and disseminating three reports, finalizing VIA training modules and Eba monitoring framework, and discussion with partners to prepare holistic capacity development plan for 2015.</p> <p>Similarly, Ms. Shrestha presented the 1st quarter plan of UNDP that includes support to integrate Eba in the management plan of Shivapuri Nagarjuna National Park, finalizing draft methodology of cost benefit analysis, recruiting policy analyst, finalizing Midterm review report, support to form technical committee at MoFSC and continuation of field interventions.</p> <p>Ms. Shrestha also presented the activities that will be undertaken by IUCN i.e. activities on ecosystem restoration, conservation farming, sustainable water use and knowledge management</p>	<p>for better coordination with the partners.</p> <ul style="list-style-type: none"> Finalize Eba monitoring and Evaluation Framework with Indicators and VIA training modules. UNEP take lead in Preparing a holistic capacity development plan of 2015 with support from PMU and Eba Nepal Partners Preparing sub-level adaptation plan for remaining 10 sub-watersheds Finalizing draft methodology of Cost benefit analysis Finalizing MTR report 	<p>UNEP</p> <p>UNEP</p> <p>UNEP</p> <p>PMU</p> <p>PMU</p>
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<p>Finally, Ms. Shrestha presented the proposed annual and 1st quarter budget of all the partners of 2015 for approval and the floor was open for the discussion. Mr. Dirk Steffes-enn, from German Embassy acknowledged MoFSC for helping so far to implement the project and asked about the sustainability of the project interventions after its termination. Answering his question, Mr. Timala informed the incorporation of Eba in management plan of Panchase Protection Forest program which is going to be reviewed soon. Mr. Dirk also asked about involving other donors and availability of Eba success stories. Mr. Timala responded his query by stating that after completion of the project as per project document we plan to prepare a new concept paper/proposal to involve other donors. He mentioned that the Cost benefit analysis (CBA) will come with a good case which will help in incorporating Eba in policy frame work. In the same context, Mr. Dirk asked about the ownership of the outcomes of this project. Responding to him, Mr. Timala stated that the outcomes of this project and the CBA recommendations will be taken care by a division of Ministry of forest and Soil Conservation. Similarly, Mr. Timala highlighted the activities undertaken by TU-CDES. TU-CDES which integrate research work in Panchase which needs continue in the same site even after the completion of the Project under government support through RD Office. He further added that DoF is planning to establish Panchase as a research site for Ecosystem based Adaptation which will provide a long term concrete research data.</p> <p>In terms of sustainability of the project, Mr. Singh also added that there will not be difficulties in the incorporation of Eba in management plan of the Panchase Protection forest as Eba is a Government owned project. He emphasized the need of continuous research data even after the completion of the project. Mr. Singh highlighted on the formation of technical team at MoFSC to integrate Eba in ministerial planning process. In the same context he added the incorporation of Eba in the management plan of Shivapuri Nagarjuna National Park is a step towards integrating Eba into planning process. , Likewise, Mr. Vijay Prasad Kesari mentioned the discussion carried out in the National workshop of Protection Forest Guidelines preparation held in Pokhara where incorporation of Eba in management plan of Panchase protection forest program was well discussed and approved. As there are seven more protection forest already announced by Government of Nepal incorporation of Eba in the respective plans of these forest will be a good opportunity of integrating Eba outside Panchase area.</p>	<ul style="list-style-type: none"> • Support to form technical committee at MoFSC • Support to mainstream Eba in Protection ed Forest Management Plan • Prepare concept paper to be presented in Peru • Prepare research proposal to create Panchase as research site. • Final evaluation to be carried out in a small scale 	<p>PMU</p> <p>PMU</p> <p>Eba partners</p> <p>PMU</p> <p>PMU</p>
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Similarly, Mr. Timalia mentioned the need of preparing concept paper on how to move ahead based on the current EbA project learning in coordination with the partners and that could be presented in upcoming learning and sharing workshop going to be held in Peru.

Mr. Sudan Subedi from MoSTE shared his field experience with PEB members. He had participated in the joint monitoring visit in which he visited the EbA interventions on gully control, water conservation, and plantation along with the representatives from DFO, DSCO, and local CUGs. As per him, EbA interventions are impressive. Though, Parbat is a potential area of lapsi, it is not well promoted in the market. Therefore he suggested to enhance the local capacity on lapsi marketing and management. He added the need of soil quality testing and transfer the information to the local, to use their land as per the soil quality. He also suggested to build a pilot site in Panchase, so all EbA activities can be shown at one place. He further added that EbA is a kind of intervention in which result cannot be obtained shortly. He also added the need for further consultation to share VIA findings with local people. Responding to the concerns of Mr. Subedi, Mr. Singh added that the western region has a good habitat of lapsi but its market linkage is missing. In future, the project can look into the option to enhance lapsi of the area. Similarly, in terms of information on soil quality, Mr. Singh pointed out the possible collaboration with MoAD and DSCO to get particular information. In the same context, Ms. Adhikari highlighted the training conducted by IUCN on Lapsi candy preparation which unfortunately farmers could not grab appropriately. Likewise, she mentioned the soil testing programs initiated by IUCN in coordination with different government agencies. Regarding VIA sharing workshop, Mr. Singh clarified that the sharing workshop was conducted in the participatory way involving local people of Panchase.

Ms. Sophie Kemkhadze, from UNDP queried on the final evaluation which has been mentioned in the project document. As we are just finalizing the midterm review report how different finding an End term review will give to the project which will be conducted just after few months. Mr. Dirk agreed to Ms. Kemkhadze and mentioned that he will check with his team on the legal requirement of ETR and he suggested that if required, we can go for a small-scale ETR. Mr. Mozaharul Alam, from UNEP also agreed in carrying out final evaluation at a low scale. As per him, the final evaluation will be held after 10 months, and there will be only limited stuffs to be added. Similarly, Mr. Alam highlighted on the preparation of holistic capacity development plan for 2015 with coordination

<p>with the partners. He added further to find out the mechanisms to prepare capacity development plan at both local level and national level in collaboration with all Eba partners are delivering it. For the preparation of comprehensive plan, he requested PMU to organize a planning meeting with all Eba partners soon.</p> <p>Similarly, Dr. Indra Sapkota from MoFSC admired the presentation and mentioned the ministry being supportive toward the project. He also stressed on the proposal from the project to form technical committee at MoFSC who will support in producing knowledge management products and also incorporating Eba in plan and policy. In the same context, Mr. Singh stated the need of support from MoFSC to institutionalize Eba.</p>	
<p>Agenda 3: AOB –Project structure</p> <p>While discussing agenda 3, Mr. Timala proposed the PEB members that the project structure need to be refined to accelerate the project as we are in final year and the team has to focus on developing an Eba case based on Cost Benefit Analysis, policy advocacy and institutionalization of Eba. Mr. Singh further elaborated the requirement for adjusting the project structure response the gap to be created after Project Coordinator's contract will end in Mid-February and new technical skills needed for knowledge management and policy advocacy. He informed the PEB members that a backup plan has been approved with the government which needs to be endorsed by the PEB. As per the plan he proposed the following: (a) Project Coordinator's contract will not be renewed after completion of the current contract which is going to end on 18th February, 2015. (b) Field Officer will take the interim responsibility of the Project Coordinator (c) one Senior Technical Advisor and one Knowledge Management Officer will be hired. Babu from UNEP agreed to the proposed Project structure.</p>	<p>New Project structure proposed in the PEB was endorsed that include:</p> <ul style="list-style-type: none"> a) Assign Field Officer as a Project Coordinator to perform interim responsibility of PC PMU b) Ensure backup arrangement for the Field Officer position PMU c) Hire (i) Senior Technical Advisor (ii) Knowledge Management Officer PMU
<p>Closing:</p>	





In the closing remark, Ms. Adhikari thanked everyone and expressed IUCN being supportive in preparing joint proposal for the next phase. Similarly, Mr. Subedi thanked everyone and mentioned that the Ministry is supportive towards this project. Dr. Sapkota also thanked everyone and assured his support in incorporating Eba in Plan and Policy. Mr. Alam thanked everyone and pleased to be a part of 10th PEB meeting through skype. In his closing remark, he also thanked Regional Director of Western Regional Forest Directorate and National Project Director for their cooperation and coordination in conducting the workshop in Pokhara.

In her closing remark, Ms. Kemkhadze appreciated the work undertaken by PMU and mentioned that the 2015 is more exciting to the project and the government. She emphasized that as per MTR report the partners need to work together in a more synchronized way. She also highlighted on the importance of policy formulation and its continuous follow up. She highlighted not to spend huge budget on final evaluation instead recommended to use it in field level interventions. Finally, she thanked everyone and especially Ms. Shrestha for her remarkable work.

In the concluding remark, Mr. Timala thanked IUCN, UNDP, UNEP and representatives from ministries for attending the meeting and requested three partners to prepare comprehensive plan for institutionalization of Eba. He also added to carry out the final evaluation at a small scale if required. He requested the project team to incorporate two activities in first quarter plan: (i) Develop a concept paper to be presented in global meeting in Peru on way forward (ii). Prepare a proposal on establishing Panchase as a research site of Eba. The concept paper should contain the comparison between two activities based on traditional knowledge and VIA recommendation, he suggested. Mr. Timala also thanked the PEB members for endorsement of revised project structure of the Eba. Finally he concluded the meeting thanking everyone.

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