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DECISION 2(XLVIII)

ITTO BIENNIAL WORK PROGRAMME FOR THE YEARS 2013-2014

The International Tropical Timber Council,

Appreciating the work of the Secretariat in its proposal to Council on the Biennial Work Programme for the years 2013-2014;

Noting further that activities listed in paragraph 2 below are derived from the following: (a) ITTA, 2006; (b) the ITTO Strategic Action Plan 2013-2018; (c) the four ITTO Committee Reports to the Forty-eighth Session of Council; and (d) previous Council decisions;

Decides to:

1. Adopt the Biennial Work Programme for the years 2013-2014 as contained in the Annex to this Decision;
2. Authorize the Executive Director to seek voluntary contributions from Member Countries and other funding sources to finance implementation of the activities listed in the Annex;
3. Request the Executive Director to implement and/or facilitate the implementation of activities in the approved Biennial Work Programme for the years 2013-2014, as contained in the Annex; and
4. Request the Executive Director to report to Council on the progress in implementing the Biennial Work Programme for 2013-2014 during the Forty-ninth and Fiftieth sessions of the Council.

ANNEX

BIENNIAL WORK PROGRAMME FOR 2013-2014

STRATEGIC PRIORITY 1: PROMOTE GOOD FOREST GOVERNANCE AND FINANCING FOR SUSTAINABLE FOREST MANAGEMENT

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
1. Render assistance to Producer Countries, on request, to identify, in each country, those factors which most severely limit progress towards achieving Objective 2000 and sustainable forest management and to formulate an action plan to overcome these constraints. <i>[ITTA, 2006 Article 1(d)]</i> <i>[ITTC Decision 2(XXIX)]</i>	Conduct four technical diagnostic missions to ITTO producer member countries, especially new producer member countries under the ITTA 2006. Estimated cost: US\$400,000 Expected funding sources: Voluntary Contributions Year 2013–US\$200,000 Year 2014–US\$200,000	• Better managed forest sector with increased access to financing and investments • Increased forest area that is managed sustainably and legally harvested • Improvement in good governance and effectiveness of forest law enforcement • Reduction in illegal logging and resulting forest degradation	• Revenue for implementation of SFM • Number of countries with appropriate policy framework and legislation that is consistent with ITTO Objectives • Member countries implementing policy framework to promote SFM	• Four technical diagnostic missions dispatched to four member countries	Council
2. Demonstration and adoption of credit schemes for Small-Medium Forest Enterprises (SMFEs). <i>[ITTA, 2006, Article 1(g)]</i>	The purpose of this activity is to demonstrate the lessons learned from ITTO project, PD 233/03 Rev.2 (I). This project found that SMFEs do not require a large amount of funding, but rather a small amount of seed money and technical assistance that will enable SMFEs to effectively manage their forests and increase their incomes. Through the project, a credit scheme for SMFEs has been developed with the high potential of replication and scaling-up. The activity will assist three ITTO selected producer countries in replicating the credit scheme for SMFEs.	• Better managed forest sector with increased access to financing and investments	• Member countries implementing policy framework to promote SFM	• The credit schemes for SMFEs replicated in three member countries	CFI

	Estimated cost: US\$210,600 Expected funding sources: Voluntary Contributions Year 2013–US\$105,300 Year 2014–US\$105,300				
3. ITTO Meeting of Partners of the Congo Basin Forest Partnership <i>[ITTA 2006, Article 15]</i>	This activity will support the organization of a two-day meeting of CBFP Partners directly before or after the Forty-ninth Session of the Council scheduled for 25-30 November 2013 in Libreville, Gabon. Through this activity, the ITTO will be able to collaborate and contribute effectively and meaningfully to the work of the CBFP, and vice versa, participating in relevant work including on promoting forest governance and financing SFM. Expected funding sources: Voluntary Contributions Year 2013–US\$100,000	• Better managed forest sector with increased access to financing and investments	• Member countries implementing policy framework to promote SFM	• Meeting successfully convened and collaboration on relevant CBFP work implemented	Council
	Sub-total 2013: US\$405,300 Sub-total 2014: US\$305,300 Biennium Sub-total: US\$710,600				

STRATEGIC PRIORITY 2: INCREASE THE CONTRIBUTION OF TROPICAL FORESTS TO NATIONAL AND LOCAL ECONOMIES THROUGH INTERNATIONAL TRADE

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
4. Support selected producing member countries to promote wood-based bioenergy using wood residues and waste. <i>[ITTA, 2006, Article 1(a), (c), (f), (p), (s)]</i>	Based on the outcomes and recommendations of the International and Regional Fora on Wood-based Bioenergy using wood wastes and residues, the activity aims at further assisting selected member countries to develop their wood-based bioenergy. Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2013–US\$40,000 Year 2014–US\$60,000	• Increase in diversity and quantity of efficiently produced value-added products from sustainably managed forests	• Diversity and quantity of value added forest products	• Three project proposals from three member countries for developing wood-based bioenergy formulated	CFI

5. Promoting roles of non-timber forest products for sustainable forest management and improved livelihood in tropical countries. [ITTA, 2006, Article 1(f), (l), (q)]	To follow up on the recommendations of the ITTO International Conference on NTFPs and Services and experiences from the implementation of ITTO's NTFPs projects, there is a need to further assist member countries in developing collaborative activities oriented toward establishing a regional NTFPs network among countries in each region. Estimated cost: US\$200,000 Expected funding sources: Voluntary Contributions Year 2013–US\$100,000 Year 2014–US\$100,000	• Improved livelihoods of local and indigenous communities • Improved access to markets for small and medium sized enterprises and community enterprises	• Value of NTFPs produced • Income of local and indigenous communities	• Three project proposals from three member countries for the promotion of NTFPs formulated	CFI
6. Study on policies and measures toward the development of sustainable forest industry in ITTO producing member countries. [ITTA, 2006, Article 1(c), (f), (l), (m)]	The development of the wood added processing sector in most tropical timber producer countries continues to be slow, thereby limiting earnings of countries and returns to forest communities. Sustainable forest industry development contributes to national economies, community development as well as a green economy and sustainable development. An updated baseline study on policies and measures for the development of sustainable forest industry in ITTO producer member countries will be carried out. On the basis of the updated study, guidelines for sustainable forest industry will be established. Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions	• Increase in diversity and quantity of efficiently produced value-added products from sustainably managed forests	• Quantity of tropical timber exports recognized as originating from sustainably managed forests	• Guidelines for sustainable forest industry developed	CFI
7. Engineered Wood Conference. [ITTA, 2006, Article 1(a), (f), (l)]	In the last few years, there have been a number of new developments in the production and application of engineered wood, which have expanded the use of timber and timber products and enhanced their values. Such developments include wood-plastic composites, wood-cement board, glulams, thermal modification, impregnation, chemical modification and cross-laminated timber, which offer wider use of timber in end-uses like large-scale construction, decorative works, furniture production, packaging, etc.	• Increase in diversity and quantity of efficiently produced value-added products from sustainably managed forests	• Employment and value added in further processing in producer member countries • Diversity and quantity of value added forest products	• One international conference convened and proceedings published as a technical series document.	CFI

	An international conference will be convened under the activity to share information and perspectives among a wide range of participants (architects, designers, academics, investors, forest owners and managers, as well as those from the forest industries and governments of ITTO member countries) on all the above technological advances and implications for the further development of tropical timber industries, including promoting investments in tropical forests and contributing to SFM. Estimated cost: US\$220,000 Expected funding sources: Voluntary Contributions Year 2014–US\$220,000				
	Sub-total 2013: US\$290,000 Sub-total 2014: US\$380,000 Biennium Sub-total: US\$670,000				

STRATEGIC PRIORITY 3: ENHANCE THE CONTRIBUTION OF TROPICAL TIMBER PRODUCING FORESTS TO THE CONSERVATION AND SUSTAINABLE USE OF BIODIVERSITY

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
8. Enhance cooperation between ITTO and CITES. [ITTA, 2006, Article 15] [ITTC Decisions 3(XVI), 7(XXXIV), 2(XXXVII), 5(XLVI)]	Continue to assist Members to implement CITES listings of timber species. Pursuant to Decision 5(XLVI) on "Multi-Donor Mechanism to Facilitate Enhanced Cooperation between ITTO and CITES", the European Commission's further grant in the amount of US\$6,127,451 (EUR 5,000,000) was approved in early 2012. This grant will extend over a period of four years and will allow continued implementation of the ITTO-CITES capacity building programme which commenced in 2006. Matching ITTO contributions from other donors in the amount of US\$ 3,063,725 (EUR 2,500,000) during the four-year period are required under the contract with the EC, with US\$ 800,060 (EUR 652,849) already pledged during 2011-2012, leaving a balance of EUR 1,847,151 to be sought over the remaining 3 years of the EC grant. The amount sought from donors during	• Conservation and sustainable use of biodiversity in tropical timber producing forests is maintained and enhanced through SFM practices • Trade and utilization of timber and non timber tropical forest species is consistent with their conservation	• Rate of loss of forest-based habitats • Area of restored forest habitats • Area of forest degraded habitats • Number of commercial timber species and non timber tropical forest species listed in CITES Appendix I • Number of	• Three countries with improved inventory designs • Three tracking/monitoring systems established • Three regional training/experience workshops conducted • Reduced number of trade suspensions of CITES listed timber species • An international workshop convened	Council

	this biennium is therefore two-thirds of this amount (EUR 1,231,434) or approximately \$750,000 per year at prevailing exchange rates (note that US dollar/Euro exchange rates will be updated to reflect prevailing rates at the time the actual contributions are received). Matching ITTO contributions: US\$1,509,110 (EUR 1,231,434) Expected funding sources: Voluntary Contributions Year 2013–US\$754,555 (EUR 615,717) Year 2014–US\$754,555 (EUR 615,717)		partnerships developed for biodiversity conservation		
9. Facilitate the application of the <i>ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests</i>. [ITTA, 2006, Articles 1(m), (r)] [ITTC Decision 6(XLVI)]	Pursuant to Decision 6(XLVI), ITTO is required to promote the application of the Biodiversity Guidelines at a range of scales in partnership with timber producers, local communities and other stakeholders. In cooperation with other international organizations, civil society organizations and others, the activity will encourage members and timber producing companies to adapt and make use of the ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests wherever appropriate in their work, including in ITTO project proposals and reporting. (a) Support will be provided to interested member countries and forest concessionaires to formulate proposals to adapt and implement the Guidelines at forest management unit level, as well as for the dissemination of the Guidelines in relevant fora. Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2013–US\$50,000 Year 2014–US\$50,000 (b) Attendance at CBD, IUCN and other meetings where biodiversity conservation in tropical forests will be on the agenda.	• Conservation and sustainable use of biodiversity in tropical timber producing forests is maintained and enhanced through SFM practices	• Rate of loss of forest-based habitats • Area of restored forest habitats • Area of forest degraded habitats • Number of partnerships developed for biodiversity conservation	• Three project proposals in three member countries in three tropical regions formulated • One partnership established	CRF

	Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2013–US\$50,000 Year 2014–US\$50,000				
	Sub-total 2013: US\$854,555 Sub-total 2014: US\$854,555 Biennium Sub-total: US\$1,709,110				

STRATEGIC PRIORITY 4: REDUCE TROPICAL DEFORESTATION AND FOREST DEGRADATION AND ENHANCE PROVISION OF ENVIRONMENTAL SERVICES

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
10.Continue to monitor progress in the application of criteria and indicators for sustainable forest management. <i>[ITTC Decisions 3(XXVI), 5(XXX), 9(XXX), 4(XXXIV)]</i>	Regular Sessions' work, which includes monitoring the implementation of Decision 4(XXXIV) under which 28 national workshops to promote application of C&I have already been implemented. (a) Make provision for an additional 2-3 national workshops on C&I under Decision 4(XXXIV), incorporating related topics such as auditing, certification, international reporting requirements, etc. into the workshop curricula. Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions (b) Convene an expert meeting to review the ITTO C&I in the light of experience gained in compiling the SFM Tropics reports, recommendations from national C&I workshops, revision of ITTO guidelines and policy papers, the review of field level implementation of the C&I carried out in 2010-2011 and developments in international forestry (e.g. climate change). Print the revised C&I following Council approval. Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions	• Increase in area of forest under SFM and use of ITTO guidelines and C&I	• Number of member countries with forest policy framework for climate change mitigation and adaptation • Number of countries with initiatives in place for payments for environmental services or similar mechanisms	(a) • Two to three national C&I training workshops convened (b) • Expert meeting convened and C&I revised	Council

	(c) Participate in international C&I related meetings/discussions/initiatives, including the CPF Task Force on Streamlining Forest Reporting, initiatives to take advantage of synergies between ITTO and FAO forest reporting (SFM Tropics and FRA) and relevant meetings of other C&I processes. Estimated cost: US\$50,000 Expected funding sources: Voluntary Contributions				
11. In cooperation with relevant organizations, continue to study the implications of climate change for tropical forests and the contribution of tropical forests to the mitigation of the effects of climate change. [ITTA, 2006, Articles 1(f), (p)] [ITTC Decision 1(XXXVIII)]	Support is required for ITTO to provide information for members interested in formulating and implementing an integrated forest sector response to climate change, and for participation in the global debate related to the role of tropical forests in climate change mitigation and adaptation, including: • Attendance at UNFCCC meetings where tropical forests will be brought to debate; • Facilitate the participation of ITTO member countries in events where the theme of forests and climate change will be high in the agenda, to make sure that ITTO producer member countries are well informed, actively involved, and benefit from possible incentives for sustainable forest management in the tropics; • Organization of a side event at UNFCCC COPs on the role of sustainable forest management in the tropics to support climate change mitigation and adaptation, and to restore degraded tropical forests; • In collaboration with CPF members, organization of a Discussion Forum at Forest Days to be held in parallel with UNFCCC COPs; • Taking into account the CPF Strategic Framework on Forests and Climate Change, participate in CPF related initiatives on forests and climate change to bring up tropical forest perspectives; and • Participation of ITTO Secretariat in selected	• Increase in the capacity of members to address climate change adaptation and mitigation through SFM • Financial support for SFM is increased by payments for the environmental services of tropical forests • Increase in income generation based on forest related environmental services and other forest outputs	• Number of member countries with forest policy framework for climate change mitigation and adaptation • Number of countries with initiatives in place for payments for environmental services or similar mechanisms	• Participation in two UNFCCC COPs and the organization of side events • Participation in four selected forest and climate change related meetings	Council

	REDD+ meetings such as REDD+ Partnership meetings to discuss technical and financial issues relating to REDD+. Estimated cost: US\$125,000 Expected funding sources: Voluntary Contributions Year 2013–US\$50,000 Year 2014–US\$75,000				
12.Promote the understanding of the contribution of environmental services to the sustainable management of tropical forests. <i>[ITTA, 2006, Articles 1(g), (j), (m), (q), (r), (s)]</i>	Organize an International Forum on Environmental Services with the aim of enhancing the capacity of members to develop strategies to strengthen the contribution of forest environmental services in the implementation of sustainable forest management, and cooperating with relevant institutions and processes to this end. The Forum shall cover aspects related to conservation of tropical forest ecosystems, existing experiences and knowledge on payment for environmental services (PES), forest carbon as an emerging forest commodity, equity and gender balance in benefit sharing, and others. Estimated cost: US\$300,000 Expected funding sources: Voluntary Contributions	• Increase in the capacity of members to address climate change adaptation and mitigation through SFM • Financial support for SFM is increased by payments for the environmental services of tropical forests • Increase in income generation based on forest related environmental services and other forest outputs	• Number of member countries with forest policy framework for climate change mitigation and adaptation • Number of countries with initiatives in place for payments for environmental services or similar mechanisms	• International Forum on Environmental Services convened in 2013	CRF
13.Review and update the <i>ITTO Guidelines for the Establishment and Sustainable Management of Planted Tropical Forests</i> to take into account recent	Assess, review and update the ITTO Guidelines for the Establishment and Sustainable Management of Planted Tropical Forests (ITTO document PS 4, 1993), taking into account new developments emphasizing the role of tree planting in the tropics, including timber supply, energy production, provision of environmental services, restoration potential, as well as the potential of agroforestry and trees outside forests to provide	• Increase in area of forest under SFM and use of ITTO guidelines and C&I • Increase in income generation based	• Number of member countries with forest policy framework for climate change mitigation and adaptation	• Revised ITTO Guidelines developed by 2014	CRF

developments in tropical forestry. <i>[ITTA, 2006, Articles 1(j), (m)]</i>	forest goods and services. Estimated cost: US\$250,000 Expected funding sources: Voluntary Contributions Year 2013–US\$150,000 Year 2014–US\$100,000	on forest related environmental services and other forest outputs	Number of countries with initiatives in place for payments for environmental services or similar mechanisms		
14.Promote the implementation of guidelines for the management of secondary tropical forests, the restoration of degraded tropical forests and the rehabilitation of degraded forest land. <i>[ITTA, 2006, Articles 1(j), (m)]</i> <i>[ITTC Decisions 1(XXXV), 4(XXXV)]</i>	(a) Support to the establishment of a network of learning sites for forest landscape restoration in collaboration with Global Partnership on Forest Landscape Restoration (GPFLR) to promote the consolidation of best knowledge and best practices in forest landscape restoration in selected countries of Asia, Africa and Latin America in line with of the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests. Estimated cost: US\$100,000 (US\$50,000 already pledged under Activity 43 of the 2012-2013 BWP) Expected funding sources: Voluntary Contributions Year 2013–US\$50,000 (b) The sub-activity will allow for ITTO participation in major international restoration forums in order to work with many partners in the tropics and with international organizations engaged in the implementation of rehabilitation and restoration activities in degraded forests in the tropics and serve as an ITTO contribution to the achievement of the Bonn Challenge, a global call for the restoration of 150 million ha by 2020 using a forest and landscape restoration approach. Estimated cost: US\$50,000 Expected funding sources: Voluntary Contributions	- Increase in the capacity of members to address climate change adaptation and mitigation through SFM - Increase in area of forest under SFM and use of ITTO guidelines and C&I	- Number of member countries with forest policy framework for climate change mitigation and adaptation - Number of countries with initiatives in place for payments for environmental services or similar mechanisms	(a) - Establishment of network learning sites supported (b) - Two partnerships on Bonn Challenge established	CRF

	Year 2013–US\$25,000 Year 2014–US\$25,000				
15. Contribute appropriately to national and international efforts in the area of prevention and management of fire in relation to tropical timber-producing forests. <i>[ITTA, 2006, Article 1(m)]</i> <i>[ITTC Decision 6(XXXIII)]</i>	(a) Review and update the ITTO Guidelines on Fire Management in Tropical Forests to take into account scientific insights into the state of forests and forest protection in the tropics in the last 15 years and the progress made in fire management research and development globally. Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions Year 2013–US\$50,000 Year 2014–US\$100,000 (b) Make provisions for ITTO's contributions to the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the related Global Wildland Fire Network (GWFN) / Global Fire Monitoring Center (GFMC), and provide support for the Africa, Asia, and Latin America Regional Wildland Fire Networks and other inter-institutional cooperation efforts in their preparatory meetings for the 6th International Wildland Fire Conference to be held in 2015 in South Korea. Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions Year 2013–US\$75,000 Year 2014–US\$75,000	• Increase in the capacity of members to address climate change adaptation and mitigation through SFM • Increase in area of forest under SFM and use of ITTO guidelines and C&I	• Number of member countries with forest policy framework for climate change mitigation and adaptation • Number of countries with initiatives in place for payments for environmental services or similar mechanisms	(a) • Revised ITTO Guidelines published in 2014 (b) • Assistance to three preparatory fora in three ITTO producing regions provided	CRF
	Sub-total 2013: US\$950,000 Sub-total 2014: US\$375,000 Biennium Sub-total: US\$1,325,000				

STRATEGIC PRIORITY 5: IMPROVE THE QUALITY AND AVAILABILITY OF INFORMATION ON TROPICAL FORESTS, TIMBER MARKETS AND TRADE

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
16. Continue to publish the ITTO Tropical Forest Update (TFU). [ITTA, 2006, Articles 27, 28]	Regular Sessions' work. Estimated cost: US\$520,000 Expected funding sources: Core Operational Costs Year 2013–US\$260,000 Year 2014–US\$260,000	• Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	• Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion	• Up to four issues of TFU published and distributed in three ITTO working languages both in 2013 and 2014	Council
17. Collaborate with the Trade Advisory Group (TAG) in organizing and holding the ITTO Annual Market Discussion on the world tropical timber trade during Sessions of the ITTC in 2013 and 2014. [ITTA, 2006, Articles 1(e), (h)]	Regular Sessions' work. The themes for the Annual Market Discussions will be determined at the Council Sessions immediately preceding the discussions. Estimated cost: US\$70,000 Expected funding sources: Core Operational Costs Year 2013–US\$35,000 Year 2014–US\$35,000	• Information on tropical forests, production of timber and non timber forests products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest	• Number of ITTO members providing timely, accurate data • Number of countries using information for policy, market development and investment promotion	• ITTO Annual Market Discussions convened in 2013 and 2014	Council

		management, market development and investment promotion			
18.Continue to publish the ITTO Market Information Service (MIS). [ITTA, 2006, Articles 27, 28]	Regular Sessions' work. Estimated cost : US\$400,000 Expected funding sources: Core Operational Costs Year 2013–US\$200,000 Year 2014–US\$200,000	• Information on tropical forests, production of timber and non timber forests products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	• Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion	• Up to forty-four TTMRs published both in 2013 and 2014	Council
19.Enhancement of statistical work and databases on statistics. [ITTA, 2006, Article 27]	Regular Sessions' work. The Committee will make provisions for and consider the results of activities to improve statistical databases, maintain access to international forest products trade databases and to maintain involvement in the Intersecretariat Working Group on Forest Statistics and Joint Forest Sector Questionnaire Process. Estimated cost: US\$40,000 Expected funding sources: Core Operational Costs Year 2013–US\$20,000 Year 2014–US\$20,000	• Information on tropical forests, production of timber and non timber forests products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making,	• Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion	• Participation in two meetings of the Intersecretariat Working Group in 2013 and 2014 • Updating and refinement of JFSQ	Council and CEM

		forest management, market development and investment promotion			
20. Further enhance public relations, education and outreach activities to best convey the achievement of the objectives of the Organization. <i>[ITTA, 2006, Article 1]</i> <i>[ITTC Decision 5(XXVII)]</i>	Continue to ensure that ITTO reaches as wide an audience as possible by: (a) Undertaking regular communications and outreach activities including, inter alia, continuing to improve the ITTO website; updating the ITTO website in the three official languages; publishing and disseminating relevant ITTO reports, including Annual Reports; editing, producing and disseminating public relations materials (posters, calendars, etc). Estimated cost: US\$121,254 Expected funding sources: Core Operational Costs Year 2013–US\$60,627 Year 2014–US\$60,627 (b) Participating in, convening side events and exhibiting ITTO outreach materials at relevant international events during the biennium (e.g. TICAD V in June 2013, Rio Convention COPs and related events during 2013-2014 not covered elsewhere, UNFF 10 in 2013, FAO COFO in 2014 and relevant Regional Forestry Commissions in 2013-2014, IUFRO World Congress in 2014, etc). Estimated cost: US\$200,000 Expected funding sources: Voluntary Contributions Year 2013–US\$100,000 Year 2014–US\$100,000	• Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	• Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion	(a) • Up to four new technical series documents published and disseminated • Two Annual Reports in three languages published • Photo database enhanced • Regular updating of ITTO website (b) • Participation and side events/booths at up to six international fora	Council

21.Undertake the biennial review and assessment of the world timber situation. [ITTA, 2006, Article 28]	(a) Publication of the annual review and assessment of the world timber situation for 2012 in 2013 (b) Consideration of the draft elements for the biennial review and assessment of the world timber situation for 2013-2014 Estimated cost: US\$50,000 Expected funding sources: Core Operational Costs Year 2014–US\$50,000 (c) Publication of the biennial review and assessment of the world timber situation for 2013-2014 in 2015 Estimated cost: US\$40,000 Expected funding sources: Core Operational Costs Year 2014–US\$40,000	• Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	• Number of ITTO members providing timely, accurate data • Number of countries using information for policy, market development and investment promotion	(a) • Annual review and assessment for 2012 published in 2013 (b) • Draft elements considered at the Fiftieth Session of the Council in 2014 (c) • Biennial review and assessment published in 2015	Council
22.Develop and ITTO knowledge management strategy and knowledge management guidelines [ITTA, 2006, Articles 1(c), (r)]	Two consultants will be contracted to develop an ITTO strategic framework and guidelines required for developing an integrated knowledge management system which is contributing to take advantage to use lessons learned and build modular learning approaches to further strengthen/improve the effectiveness of future project work. The system will be robust enough to be used in a context of dramatic transformations that are changing the practices in forestry and in the use of forest products. The strategy will show how ITTO will be more agile in devising appropriate innovations and improving its systems and its institutional readiness for continuous learning and sharing. Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions Year 2013–US\$150,000	• Information on tropical forests, production of timber and non-timber forest products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	• Number of countries using information for policy, market development and investment promotion	• ITTO knowledge management strategy • ITTO knowledge management system	Council/Joint Committees

23. Development of Environmental Product Declaration (EDP) for three tropical wood products. [ITTA, 2006, Articles 1(a), (f), (s)]	This activity will compile Environmental Product Declarations (EPDs) through the development of a Life Cycle Inventory database and Life Cycle Assessment (LCA) reports for three products, namely meranti plywood, ipe decking and khaya lumber representing three important products from the three tropical regions. Estimated cost: US\$180,000 Expected funding sources: Voluntary Contributions	• Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	• Number of countries using information for policy, market development and investment promotion	• LCA reports, carbon footprint and EPD developed for three products	CFI
24. Review of the timber market in two significant tropical timber importing countries. [ITTA, 2006, Articles 1(e), (h)]	Regular Sessions' work. Provisions for the studies and markets to be covered may be proposed by the Committee. Estimated cost: US\$200,000 Expected funding sources: Voluntary Contributions Year 2013–US\$100,000 Year 2014–US\$100,000	• Information on tropical forests, production of timber and non timber forests products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	• Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion	• Review of two timber markets in two significant timber importing countries carried out in 2013 and 2014	CEM
25. Promote trade in tropical timber and tropical timber products from sustainably managed and legally harvested sources. [ITTA, 2006, Articles	Further promote the development and implementation of web-based information systems designed and operated to make sound data and information available to assist consumers in identifying/purchasing legally/sustainably produced timber, in cooperation with governments and public-private partnerships.	• Information on tropical forests, production of timber and non timber forests products and trade is accurate and widely	• Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of	• Web-based information system developed and implemented • Policy implications of study considered at Forty-eighth Session of CEM in	CEM

1(d), (k), (n), (o)]	Estimated cost: US\$300,000 Expected funding sources: Voluntary Contributions	available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	countries using information for policy, market development and investment promotion	2014	
26. Analyze the economic impact of governmental procurement policies on tropical timber markets. [ITTA, 2006, Articles 1(k), (o)]	Consider the policy implications of the results and outcomes of the study being carried out under ITTO Thematic Programme on Trade and Market Transparency (TMT).	• Information on tropical forests, production of timber and non timber forests products and trade is accurate and widely available • Accurate information is used by ITTO members in policy making, forest management, market development and investment promotion	• Number of ITTO members providing timely, accurate data • Coverage and accessibility of ITTO databases • Number of countries using information for policy, market development and investment promotion	• Project TMT-SPD 012/13 Rev.1 (M) fully implemented	CEM
	Sub-total 2013: US\$1,405,627 Sub-total 2014: US\$865,627 Biennium Sub-total: US\$2,271,254				

STRATEGIC PRIORITY 6: BUILD AND DEVELOP HUMAN RESOURCE CAPACITY TO IMPLEMENT SFM AND INCREASE TRADE IN FOREST GOODS AND SERVICES FROM SUSTAINABLY MANAGED FORESTS

Activity	Implementation Approach and Cost	Expected SAP Outcomes	SAP Indicators	Activity Targets	Responsible Body
27. Consider advice from and facilitate involvement of the Trade Advisory Group (TAG) and the Civil Society Advisory Group (CSAG). <i>[ITTC Decisions 9(XXVIII), 2(XXXII)]</i>	Regular Sessions' work. Encourage support for the participation of TAG and CSAG members in Council Sessions. Estimated cost: US\$80,000 Expected funding sources: Voluntary Contributions/ Unearmarked Funds Year 2013–US\$40,000 Year 2014–US\$40,000	- Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade - Increase in the awareness of the contribution of SFM to economies - Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members	Number of stakeholders participating in SFM policy development processes	At least four representatives from TAG and CSAG assisted to participate in the Sessions of the Council in 2013 and 2014	Council
28. Continue to provide for ITTO's cooperation and consultation with the Collaborative Partnership on Forests (CPF) in	Maintain ITTO's active involvement in the CPF and UNFF by providing relevant inputs, participating effectively in the relevant activities, work and meetings of the UNFF and CPF and shouldering part of the costs of relevant work and activities on the basis of equitable cost-sharing with other members of the CPF.	Public institutions, communities and commercial entities have adequate forest	Number of stakeholders participating in SFM policy development processes	- Participation of ITTO in UNFF10 in 2013 and four CPF meetings in 2013 and 2014 - Contributions to	Council

support of the United Nations Forum on Forests (UNFF) and other relevant international and regional organizations, institutions and initiatives. <i>[ITTA, 2006, Article 15]</i> <i>[ITTC Decision 7(XXX)]</i>	Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2013–US\$50,000 Year 2014–US\$50,000	management, planning, policy and business skills needed to implement SFM and engage in international trade • Increase in the awareness of the contribution of SFM to economies • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members		three CPF joint initiatives in 2013 and 2014	
29.Support for the ITTO Children's Environmental Education Programme on Tropical Forests (CEEP). <i>[ITTA, 2006, Article 1]</i> <i>[ITTC Decision 1(XLIV)]</i>	Following the approval of the Children's Environmental Education Programme on Tropical Forests (CEEP) at the Forty-fourth session of the Council, the Secretariat secured the initial fund to begin the Programme. The first Environmental Education Conference under the CEEP was convened in Yokohama on July 2009 with the presence of the Crown Prince and Princess of Japan. Activities to be undertaken in 2013-2014 include: • Convening a second environmental education conference • Assistance to establish “school forests” • Dispatching lecturers Estimated cost: US\$240,000 Expected funding sources: Voluntary Contributions	• Increase in the awareness of the contribution of SFM to economies • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members	• Number of individuals receiving training or education • Number of stakeholders participating in SFM policy development processes	• Convening of a second Environmental Education Conference in 2014 • Assistance to establish model school forests in three member countries in three tropical regions • Lecturers dispatched to six schools in member countries	Council

	Year 2013–US\$120,000 Year 2014–US\$120,000				
30. Decide on eligible fellowship applications in 2013 and 2014 based on the recommendations of the Fellowship Selection Panel. [ITTC Decision 4(XXVII)]	The objective of the fellowship programme is to develop human resources and enhance professional expertise in member countries in tropical forestry and related disciplines, with a view to promoting sustainable management of tropical forests, efficient utilization and processing of tropical timber, and better economic information on the international trade in tropical timber. Eligible activities include: • Participation in short term training courses, training internships, study tours, lecture/demonstration tours and international/regional conferences; • Technical document preparation, publication and dissemination, such as manuals and monographs; and • Postgraduate studies. Estimated cost: US\$820,000 Expected funding sources: Voluntary Contributions Year 2013–US\$420,000 Year 2014–US\$400,000	• Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade • Increase in the awareness of the contribution of SFM to economies • Local communities are informed and able to participate in SFM policy development and related activities • Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members	• Number of individuals receiving training or education • Number of trained individuals per hectare of forest per country • Number of visitors to ITTO's website	• 100-120 fellowships awarded in 2013 and 2014 • Fellowship alumni network established	Council

31.Strengthening the capacity to promote efficient wood processing technologies in tropical timber producing countries. [ITTA, 2006, Articles 1(f), (i)]	This pilot activity begun under the 2012-2013 BWP will continue to focus on producer member countries in the Africa, Asia Pacific and Latin America and Caribbean Regions in which their forest industry production chains encounter problems of inefficiency and lack of human resource capacity. The scope of the in-house training to be provided to industries in producing member countries, will include strengthening capacity in common problem areas in the wood-based industries, namely: log stocking and loading, kiln drying and boilers, saw doctoring, finger jointing, laminating, packaging, waste control, maintenance and work safety. Estimated cost: US\$250,000 Expected funding sources: Voluntary Contributions Year 2013–US\$100,000 Year 2014–US\$150,000	• Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade	• Number of individuals receiving training or education	• Three in-house trainings conducted in three producer member countries in 2013 and 2014	CFI
32.Facilitating technology and knowledge sharing to enhance sustainable forest industry among ITTO producing member countries. [ITTA, 2006, Articles 1(f),(l),(o),(p)]	This activity will facilitate capacity building activities by knowledge hub countries for countries with less developed forest industries by making provisions to conduct training workshops. The activity will: • Identify knowledge hub countries in each of the major forest industry fields (e.g. efficient wood processing, biomass energy, RIL, implementation of code of conduct); • Engage research/training center of knowledge hub countries in designing appropriate training workshops; and • Organize specific training workshop and identify participants from ITTO producer member countries with less developed forest industries. Estimated cost: US\$200,000 Expected funding sources: Voluntary Contributions Year 2013–US\$100,000 Year 2014–US\$100,000	• Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members	• Number of individuals receiving training or education • Number of stakeholders participating in SFM policy development processes	• Three training workshops conducted in producer member countries in 2013 and 2014 • Three hub countries identified for south-south cooperation	CFI

33. Matching the needs of forest industry with the innovations, technologies and know-how developed through ITTO projects. [ITTA, 2006, Articles 1(f), (i), (p)]	During the last 10 years ITTO projects under the Committee of Forest Industry have produced a number of innovations and technologies along with associated expertise. This activity will disseminate findings, outputs and lessons from completed ITTO projects to support the development of the tropical forest industry sector, including SMFEs. Estimated cost: US\$150,000 Expected funding sources: Voluntary Contributions (US\$80,000 already pledged under Activity 28 of the 2012-2013 BWP) Year 2013–US\$20,000 Year 2014–US\$50,000	• Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members	• Increase in number of innovations in member countries	• Three matches of innovation, technologies and know-how undertaken in three producer member countries	CFI
34. Enhance the technical capacity of member countries, particularly developing member countries, to meet the statistics and reporting requirements. [ITTA, 2006, Article 28(5)]	Upon request, provide assistance to member countries to strengthen their statistics collection and enhance reporting. Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2013–US\$50,000 Year 2014–US\$50,000	• Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade • Increase in the awareness of the contribution of SFM to economies • Increase in exchange of experiences, knowledge innovations in SFM, and	• Number of individuals receiving training or education	• Four country-level workshops conducted in four ITTO member countries in 2013 and 2014	CEM

		promotion of trade and timber processing among members			
35. Promote the publication, dissemination and application of the revised <i>ITTO Guidelines for the Sustainable Management of Natural Tropical Forests</i>. [ITTA, 2006, Articles 1(c), (f), (l), (o), (p)]	To facilitate the final revision of the draft revised ITTO Principles and Guidelines for the Sustainable Management of Natural Tropical Forests for approval at the Forty-ninth Session of the Council, it is essential to engage two consultants to prepare a final draft version of the ITTO Principles and Guidelines. There is also a need to facilitate the publication of the revised ITTO Principles and Guidelines for the Sustainable Management of Natural Tropical Forests as a policy document together with the organization of training workshops to facilitate the preparation of specific national or sub-national guidelines to promote the continued systematic development of SFM. (a) Support the final revision of the draft revised ITTO Principles and Guidelines for the Sustainable Management of Natural Tropical Forests through the engagement of two consultants (one from a producer member country and the other from a consumer member country) with the objectives of restructuring them in two components such as core and optional components and of simplifying them to ensure their effective implementation. Estimated cost: US\$35,000 Expected funding sources: Voluntary Contributions Year 2013–US\$35,000 (b) Publish the revised Principles and Guidelines as a policy document in the three languages (English, French and Spanish) after Council approval and disseminate these guidelines to key stakeholders in ITTO member countries and the international community.	- Public institutions, communities and commercial entities have adequate forest management, planning, policy and business skills needed to implement SFM and engage in international trade - Local communities are informed and able to participate in SFM policy development and related activities - Increase in exchange of experiences, knowledge innovations in SFM, and promotion of trade and timber processing among members	- Number of stakeholders providing comments on the draft Principles and Guidelines - Number of individuals receiving training or education - Number of stakeholders participating in SFM policy development processes	(a) Revised Principles and Guidelines adapted in 2013 (b) - Revised SFM Guidelines published in three ITTO working languages in 2014 (c) - Three regional workshops conducted in three tropical regions in 2014	CRF

	Estimated cost: US\$100,000 Expected funding sources: Voluntary Contributions Year 2014–US\$100,000 (c) Organize three regional capacity building training workshops (one in each tropical region) to facilitate the effective and wider application of the revised SFM Principles and Guidelines in particular to revitalize and renew the basics of sustainable forest management especially among professional foresters of producer countries. Estimated cost: US\$240,000 Expected funding sources: Voluntary Contributions Year 2014–US\$240,000				
	Sub-total 2013: US\$935,000 Sub-total 2014: US\$1,300,000 Biennium Sub-total: US\$2,235,000				

ROUTINE, ADMINISTRATIVE AND FINANCIAL ACTIVITIES

Activity	Implementation Approach and Cost	Activity Targets	Responsible Body
36. With the assistance of the Expert Panel for Technical Appraisal of Project Proposals, appraise relevant committee project and pre-project proposals submitted by Member countries. <i>[ITTA, 2006, Article 26]</i> <i>[ITTC Decisions 6(IX), 2(X), 7(XXI), 7(XXII)]</i>	Expert Panel for Technical Appraisal of Project Proposals. Estimated cost: US\$295,626 Expected funding sources: Programme Support Year 2013–US\$140,000 Year 2014–US\$140,000 Unearmarked Funds Year 2013–US\$15,626	Two meetings of the Expert Panel convened in 2013 and 2014	Council and Committees
37. Conduct a mid-term review of the Thematic Programmes. <i>[ITTA, 2006, Articles 20, 24.3, 25]</i> <i>[ITTC Decisions 9(XLIV), 8(XLIV), 10 (XLIV)]</i>	Following the entry into force of the ITTA, 2006, and taking into account the outcomes of the review of the effectiveness of the TP pilot operation in 2012, a mid-term review of the approved Thematic Programmes will be conducted by a panel composed of TPAC members (two for each TP), one representative of TAG and one	Mid-term review conducted in 2014	Council

	representative of CSAG. Estimated Cost: US\$100,000 Expected funding Source: Voluntary Contributions Year 2014–US\$100,000		
38. Consider the progress in the implementation of the ITTO Biennial Work Programme for 2013-2014. <i>[ITTA, 2006, Article 24]</i> <i>[ITTC Decisions 7(XXV), 2(XXXI), 9(XXXIV)]</i>	Regular Sessions' work.	Progress reviewed at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council
39. Consider the Draft ITTO Biennial Work Programme for 2015-2016. <i>[ITTC Decisions 7(XXV), 2(XXXI), 9(XXXIV)]</i>	Regular Sessions' work.	Draft ITTO Biennial Work Programme for 2015-2016 considered at the Fiftieth Session of the Council in 2014	Council
40. Decide on eligibility of approved actions, projects and pre-projects for funding out of Sub-account B of the Bali Partnership Fund. <i>[ITTA, 2006, Article 21]</i> <i>[ITTC Decision 4(XXX)]</i>	Regular Sessions' work. The Panel established under ITTC Decision 4(XXX) advises the Council on eligibility of actions, pre-projects and projects for funding out of Sub-Account B.	Decisions taken at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council
41. Decide on project work, including financing, taking into account the recommendations made by the Committees on project proposals and on-going and completed approved projects. <i>[ITTA, 2006, Articles 20, 21, 25]</i>	Regular Sessions' work.	Decisions taken at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council
42. Make allocations from unearmarked funds available in the Bali Partnership Fund and/or Special Account to fund implementation of eligible approved actions, projects and pre-projects. <i>[ITTA, 2006, Article 21]</i> <i>[ITTC Decision 4(XXX)]</i>	Regular Sessions' work. The Panel established under ITTC Decision 4(XXX) advises Council on allocations of unearmarked funds.	Allocations made at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council

43. Consider progress in the implementation, monitoring and evaluation of pre-projects, projects and activities under the Thematic Programmes Sub-Account. <i>[ITTA, 2006, Article 20(6)]</i> <i>[ITTC Decisions 9(XLIV), 10(XLIV)]</i>	Regular Sessions' work	• Progress considered at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council
44. Consider the reports of the Informal Advisory Group (IAG). <i>[ITTC Decisions 3(XXII), 5(XXVI)]</i>	Regular Sessions' work.	• Report of the Twenty-seventh and Twenty-eighth IAG considered at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council
45. Review the results of relevant project and policy work of the Committees. <i>[ITTA, 2006, Articles 24, 26]</i>	Regular Sessions' work.	• Reports of the Committees presented at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council
46. Approve selected projects for ex-post evaluation following procedures outlined in ITTC Decision 3(XXVIII). <i>[ITTC Decision 3(XXVIII)]</i>	Regular Sessions' work.	• Projects selected for ex-post evaluation approved at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council
47. Consider and, if appropriate, take action to disseminate information on project findings and results. <i>[ITTA, 2006, Article 26]</i>	Regular Sessions' work.	• Dissemination considered at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Council
48. Consider the reports of mid-term and ex-post evaluations on on-going and completed projects. <i>[ITTA, 2006, Articles 24, 26]</i>	Regular Sessions' work.	• Reports considered at the Forty-ninth and Fiftieth Sessions of the Council in 2013 and 2014	Joint Committees
49. Review the independent audited statements for the 2012 and 2013 financial years, and make recommendation to the Council for their approval. <i>[ITTA, 2006, Article 26(3)]</i>	Routine. Regular Sessions' work.	• Reports of independent auditors published in ITTO Annual Reports in 2012 and 2013	CFA

50. Make recommendations to Council on the appointment of auditor for a three-year term for the purpose of auditing the accounts of the Organization for the 2013, 2014 and 2015 financial years. <i>[ITTA, 2006, Article 26(3)]</i>	Routine. Regular Sessions' work.	• Twenty-eighth CFA Report presented at the Forty-ninth Session of the Council in 2013	CFA
51. Examine and make recommendations to Council, regarding the approval of the Organization's administrative budget proposals for the financial years 2014 and 2015. <i>[ITTA, 2006, Article 26(3)]</i>	Routine. Regular Sessions' work.	• Twenty-eighth CFA Report presented at the Forty-ninth Session of the Council in 2013	CFA
52. Review the assets of the Organization to ensure prudent asset management and that the Organization has sufficient reserves to carry out its work. <i>[ITTA, 2006, Article 26(3)]</i>	Routine. Regular Sessions' work.	• Report of the independent auditors for the financial years 2012 and 2013 presented at the Forty-ninth Session and Fiftieth Sessions of the Council in 2013 and 2014	CFA
53. Examine and make recommendations to Council, on the budgetary implications of the Organization's work programme, and the actions that might be taken to secure the resources needed to implement it. <i>[ITTA, 2006, Article 26(3)]</i>	Routine. Regular Sessions' work.	• Decision on the ITTO Biennial Work Programme 2013-2014 presented at the Forty-eighth Session of the Council in 2012	CFA
54. Promote Resource Mobilization and Partnership of ITTO <i>[ITTA, 2006, Articles 1(g), (j)]</i>	This 24-month activity will be divided into a first year of preparing and launching a funds mobilization and partnership strategy and a second year of active implementation. Specific activities will be refined in the first quarter of year one, but are expected to include, in the first year: • Formation of an informal, open-ended ad hoc advisory group including producer and consumer members and stakeholders to advise the Executive Director in developing and launching the strategy • Drafting of a proposal of fund mobilization and	• Report of work in 2013 and plan for 2014 presented to the Forty-ninth Session of the Council in 2013.	CFA

	partnership strategy/action plan by the Secretariat • Convening of one or more meetings of members, partners and resource persons • Further consultation and refinement of the strategy • Submit a draft strategy and progress report to the Forty-ninth Session of the Council Year Two activities will be defined in detail during Year One, and will be provided in a report to the Council at its Forty-ninth Session. Expected funding sources: Voluntary Contributions Year 2013–US\$50,000 Year 2014–US\$50,000		
	Sub-total 2013: US\$205,626 Sub-total 2014: US\$290,000 Biennium Sub-total: US\$495,626		

TOTAL 2013: US\$5,046,108
TOTAL 2014: US\$4,370,482
BIENNIUM GRAND TOTAL: US\$9,416,590

**TERMS OF REFERENCE FOR THE ACTIVITIES
CONTAINED IN THE
BIENNIAL WORK PROGRAMME
FOR THE YEARS 2013-2014**

Activity No. 1

RENDER ASSISTANCE TO PRODUCER MEMBER COUNTRIES TO IDENTIFY THOSE FACTORS WHICH MOST SEVERELY LIMIT PROGRESS TOWARDS ACHIEVING OBJECTIVE 2000 AND SUSTAINABLE FOREST MANAGEMENT AND TO FORMULATE AN ACTION PLAN TO OVERCOME THESE CONSTRAINTS

[ITTA, 2006, Article 1(d)]

[ITTC Decision 2(XXIX)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

In November 2000 the International Tropical Timber Council(ITTC) adopted Decision 2(XXIX) concerning ITTO Objective 2000 and achieving sustainable forest management in ITTO Producing member countries and authorized the Executive Director to render assistance to producer countries, on request, to identify, in each country, those factors which most severely limit progress towards achieving ITTO Objective 2000 and sustainable forest management and to formulate an action plan to overcome these constraints.

Pursuant to this Decision, ITTO has conducted 23 diagnostic missions in member countries in Africa, Asia-Pacific and Latin America. However, in the context of implementing strategic policy actions, in 2009, the Council conducted a review and assessment of all the technical diagnostic missions on the validity, efficiency and effectiveness of such diagnostic missions on the basis of six case studies. The report was presented to the Council at its Forty-fifth Session [Document ITTC(XLV)/11].

II. Description

Taking into account the review of diagnostic missions referred to above, the activity will be implemented based exclusively on the initiative of the member country and on an official request that expresses willingness of the national forest authorities to use the results of the diagnostic mission. The planning of such missions would be done with the full participation of the country's authorities. Members of any diagnostic mission will be selected on the basis of their political experience, ability and local influence (if possible). The Secretariat will ensure that members of any technical mission receive all pertinent information on the country well in advance of the beginning of the mission in the country.

III. Expected Outputs

Four diagnostic missions in two years.

IV. Target Countries

Four Producer member countries especially targeting new member countries in Africa such as Mozambique, Benin, Mali, and any other countries where diagnostic missions have not been conducted in the past.

V. Duration and Timing 24 months; commencing when funding made available

VI. Budget US\$400,000

Activity No. 2

**DEMONSTRATION AND ADOPTION OF CREDIT SCHEMES FOR
SMALL-MEDIUM FOREST ENTERPRISES**

[ITTA, 2006, Article 1(g)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

One of the main recommendations of the various investment fora held by ITTO is the promotion of accessible credit lines for Small-Medium Enterprises (SMEs). Through the ITTO project, PD 233/03 Rev.2 (I) “*Application of intermediate technologies for sustainable forest harvesting in Peru*”, a credit scheme for SMEs was developed with high potential of replication and scaling-up.

The project demonstrated that:

- A credit line, with effective capacity building, can move-up small holders within the production chain;
- Simple financing schemes with smaller or local financial institutions can be effective to facilitate access to credit for SFM and have potential for replication:
 - o It builds trust;
 - o It provides more exposure of the forestry sector to the financial institutions;
 - o Familiarize SMEs with the policies and procedures of financial institutions;
 - o Motivates more SMEs to formalize their economic activities.
- Small seed capital (\$7,000 – as repayment rate has been 85%) could serve to mobilize credits for value of approximately \$200,000.

Other important findings of the project include:

- Capacity building focused on the use of intermediate technologies for forest harvesting, such as portable sawn-millers, allows SMEs to process logs into sawn timber right at the concession, along with benefits such as:
 - o Reduction of losses and damages of logs during transportation;
 - o Ease logistics and reduce transportation cost;
 - o Reduce the impact on the forests;
 - o Add value to the timber right in the forest; and
 - o Increase income and market access.
- Establishment of a guarantee fund at a local bank provides SMEs with a credit line for the acquisition of the technology. As credits are repaid, further credits can be extended to others interested SMEs.

In general the scheme works as follows:

- Promotion activities and training on benefits of the use of the intermediate technology are carried out by a local partner;
- A guarantee fund of \$50,000.00 is established within partnership with a local financial institution, who will extend credits to the forest owners (target beneficiaries);
- The fund guarantee 50% of the credit, while the remaining 50% is guaranteed by the asset ;
- Credit applications are carefully selected and accompany by a set of training in the use of the technology and the development of business plans for each SMEs until repayment of the credit;
- Credits are given up to a value of \$16,000.00;
- Repayment allows to extend further credits to more interested concessionaires;

II. Description

ITTO will further demonstrate this practical experience, adapting it to the local conditions, by assisting three ITTO selected producer countries in replicating the credit scheme for SMEs.

III. Expected Outputs Three credit schemes implemented, documented and disseminated.

IV. Target Countries

Selected producing member countries (one from each region) where local institutions could step-on for the extension of capacity building and management of the guarantee fund.

V. Duration and Timing 24 months

VI. Expected Budget US\$210,600

Activity No. 3

ITTO MEETING OF PARTNERS OF THE CONGO BASIN FOREST PARTNERSHIP

[ITTA 2006, Article 15]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 1]

I. Background

The Congo Basin Forest Partnership (CBFP), of which the ITTO is a member, is a public-private partnership launched in 2002 at the World Summit on Sustainable Development. The CBFP has become a key platform for dialogue and cooperation among central African member states, the Central African Forest Commission (COMIFAC), and more than 50 other governments, international organizations, NGOs and private sector organizations. The CBFP supports the goals and priorities of the ITTO through partnership activities that promote the conservation and sustainable management of the world's second largest tropical rainforest, ranging from state-of-the-art science and research, to livelihoods and enterprise development, sustainable timber production, forest governance, and civil society engagement. The ITTO and the CBFP enjoy the membership and support of many of the same countries and stakeholder organizations.

Holding a CBFP Meeting of Partners directly before or after the Forty-ninth Session of the Council scheduled for 25-30 November 2013 in Libreville, Gabon will present an unprecedented opportunity to capitalize on the strengths and membership of both organizations for mutual advantage to share knowledge and information, strengthen membership and commitments, and catalyze strategic initiatives and cooperation that will benefit this critical tropical forest region well into the next decade.

II. Description

This activity will support the organization of a two-day meeting of CBFP Partners directly before or after the Forty-ninth Session of the Council scheduled for 25-30 November 2013 in Libreville, Gabon. Through this activity, the ITTO will be able to collaborate and contribute effectively and meaningfully to the work of the CBFP, and vice versa, participating in the relevant work and meetings. Participants in the CBFP Partners Meeting will have the opportunity to focus on one of the world's most important tropical forest regions to understand the regional challenges and opportunities and to catalyze new activities. The agenda for the meeting and dates will be determined cooperatively by the CBFP Facilitator in conjunction with host country and sponsor representatives. Core activities of these meetings typically include a review of the state of science and research on forests in the region; strategic discussions on economic and institutional issues; and thematic discussions of special interest issues such as climate change, livelihoods, and community-based forest management, which can be tailored to the interests of the ITTO.

III. Expected Outputs

- a) Representation of ITTO in the CBFP is enhanced;
- b) Efficiency and effectiveness of ITTO's work in the Congo Basin region is strengthened through cooperation and collaboration with a wider variety of partner countries and organizations;
- c) The ITTO benefits from the knowledge and information generated by the CBFP partners, and builds awareness of major and emerging forest issues and developments in the region;
- d) ITTO's outreach, communication, and interaction at regional level is broadened.
- e) Cooperation and collaboration are strengthened among the ITTO, COMIFAC, and the Congo Basin Forest Partnership.

IV. Target Countries

ITTO members who are partners or may become partners in the CBFP. These include, but are not limited to, central African COMIFAC member states, Canada, France, Germany, Japan, Norway, Spain, the UK, and the United States. The EU is also a member of both organizations.

V. Duration and Timing

Two days, before or after the November 25-30, 2013 ITTO Council session in Libreville, Gabon. Planning will begin in May, 2013.

VI. Budget US\$100,000

**SUPPORT SELECTED PRODUCING MEMBER COUNTRIES TO
PROMOTE WOOD-BASED BIOENERGY USING WOOD RESIDUES AND WASTE**

[ITTA, 2006, Articles 1(a), (c), (f), (p), (s)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 2]

I. Background

ITTO has convened the International Conference on Wood-based Bioenergy held in Hannover, Germany, in conjunction with LIGNA+ 2007 under the 2006-2007 BWP and three Regional Fora (held in Cameroon, Indonesia and Brazil) in cooperation with FAO on the Promotion of Wood-based Bioenergy using Wood Wastes and Residues under the 2008-2009 BWP. These different fora resulted in a number of recommendations that put priority to further assist member countries, among others, in strengthening their capacity to assess, monitor and report information on wood-based bioenergy related facts and developments; support research and development (including through pre-projects and projects) into efficient wood-based bioenergy technologies, the marketing of wood-based bioenergy products; and support, through projects, investment and other means, the development of integrated wood-processing manufacture and industries that use wood residues to efficiently and cost effectively generate thermal energy and electricity (including combined heat and power solutions) for both their operational needs and those of local communities.

II. Description

This activity aims at further assisting member countries to develop wood-based bioenergy by:

- Gathering information on the country's potential to promote wood-based bioenergy using wood residues and wastes (including availability of wood residues and wastes, processing technology, products' markets and human resources);
- Analyzing country's needs and setting up priorities in the promotion of wood-based bioenergy using wood residues and wastes; and
- Convening workshops in the selected countries to set national priorities and project proposals elements on wood-based bioenergy using wood residues and wastes to be submitted to ITTO or other potential donors.

A national consultant to be engaged in a selected country will collect necessary data and information of wood-based bioenergy, prepare a discussion paper, assist the host country to organize and facilitate the workshop, and finalize the draft project proposal.

III. Expected Outputs

- a) Working papers for workshops on the promotion of wood-based bioenergy using wood residues and wastes; and
- b) Project proposals of three selected countries on the promotion of wood-based bioenergy using wood residues and wastes.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$100,000

Activity No. 5

**PROMOTING ROLES OF NON-TIMBER FOREST PRODUCTS FOR SUSTAINABLE FOREST
MANAGEMENT AND IMPROVED LIVELIHOOD IN TROPICAL COUNTRIES**

[ITTA, 2006, Articles 1(f), (l), (q)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 2]

I. Background

The International Conference on the Sustainable Development of Non-Timber Forest Products (NTFPs) and Services was held in Beijing, China 26-28 September 2007. The Conference was organized in collaboration with Chinese Academy of Forestry, the International Network for Bamboo and Rattan, the International Centre for Bamboo and Rattan (ICBR) and FAO. The main recommendations of the Conference include: 1) NTFPs and forest services are important to many communities, particularly the rural poor and among women; 2) For many NTFPs and forest services, the value chain is not well developed, and more value-adding at the local level could provide forest-based communities with significant benefits; 3) A lack of clear resource tenure, access and rights inhibits the development of small-scale and community-based forest enterprises, which could be important actors in NTFP value-adding and marketing; 4) Governments and the international community should encourage the production and marketing of NTFPs and forest services by communities and the private sectors.

Some ITTO producing member countries have been benefited from the implementation of ITTO projects through which processing techniques were enhanced and capacity was developed. However, weakness still exists in those countries with regard to the market requirements on products quality and markets' sustainability at international level.

To follow up the recommendations of the ITTO International Conference on NTFPs and Services and experiences from the implementation of ITTO's NTFPs projects, there is a need to further assist member countries in developing collaborative activities oriented toward establishing a regional NTFPs network among countries in each region.

II. Description

Assist two or three countries in each region in organizing a regional workshop with the objectives to:

- a) Collect information on potential and latest development on NTFPs and draw lesson learnt from the implementation of ITTO NTFPs projects in the participating countries;
- b) Analyze elements necessary to establish a network among participating countries and identify strategies for interventions; and
- c) Formulate a regional project proposal focusing on the establishment of a regional network to promote roles of NTFPs for SFM and improved livelihood.

A national consultant is to be engaged in facilitating the organization of the regional workshop. Specific tasks include collecting necessary data and information on NTFPs, together with the international consultant preparing a discussion paper, organizing and facilitating the workshop, and finalizing the project proposal.

III. Expected Outputs

- a) Working papers for regional workshops on the promotion of NTFPs to improve livelihood; and
- b) Project proposals of three selected countries on the establishment of a regional network to promote roles of NTFPs for SFM and improved livelihood.

IV. Target Countries Three regions of ITTO

V. Duration and Timing 24 months

VI. Budget US\$200,000

STUDY ON POLICIES AND MEASURES TOWARD THE SUSTAINABLE FOREST INDUSTRY IN ITTO PRODUCING MEMBER COUNTRIES

[ITTA, 2006, Articles 1(c), (f), (i), (m)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 2]

I. Background

The trend in the international trade and utilization of tropical forest products has drastically changed since the last study conducted under ITTO Pre-Project PPD 11/92 (I) "Policies and measure toward the development of domestic further processing of tropical timber". For example, China is now a global player in the production and export of value added products produced from tropical timber. India is also emerging as a large importer of tropical timber. Tropical timber and timber products have also come to face increasing competition with a variety of new products, such as engineered wood and heat-treated temperate hardwoods and softwoods.

The development of the value added processing sector in most tropical timber producer countries, however, continues to be slow, thereby limiting the earning of countries and the return to forest communities. Such new development must be well analyzed in order to help ITTO producer member countries improve their forest industry trend and thereby contribute to their national economy, community development and people's as well as a green economy and sustainable development.

II. Description

An updated baseline study on policies and measures for the development of sustainable forest industry in the ITTO producing member countries will be carried out. On the basis of the updated study, a guideline for sustainable forest industry will be established.

An international consultant and regional consultants will be engaged in undertaking the study and organizing an experts meeting to enhance the result of the study.

III. Expected Outputs

- a) An updated baseline study on policies and measures for the development of sustainable forest industry; and
- b) A guideline for sustainable forest industry.

IV. Target Countries ITTO producing member countries

V. Duration and Timing 24 months

VI. Budget US\$150,000

Activity No. 7

ENGINEERED WOOD CONFERENCE

[ITTA, 2006, Articles 1(a), (f), (i)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 2]

I. Background

In the last few years, there have been a number of new developments in the production and application of engineered wood, which have expanded the use of timber and timber products and enhanced the increase in their value.

Such developments include genetic improvement, wood-plastic composites, wood-cement board, glulams, thermal modification, impregnation, chemical modification and cross-laminated timber, which offer wider use of timber as a structural components of architecture, construction material, secondary-processed wood products, furniture, packaging, etc.

II. Description

In view of recognizing all the above technological advances and its implication for the further development of tropical timber industries, and thus, promoting investments in tropical forests and contributing to SFM, ITTO will convene an international conference to share information and experiences among participants from the forest and related industries, relevant organizations, research and training institutes, forest owners and managers, investors, and governments of ITTO member countries.

III. Expected Outputs

One international conference and the publications of its proceedings as a Technical Series document.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Expected Budget US\$220,000

Activity No. 8

ENHANCE COOPERATION BETWEEN ITTO AND CITES

*[ITTA, 2006, Article 15]
[ITTC Decisions 3(XVI), 7(XXXIV), 2(XXXVII)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 3]*

I. Background

ITTO and CITES have increasingly strengthened collaborative activities to improve implementation of timber listing requirements over the past 15 years. This collaboration culminated in the large capacity building programme first proposed in the 2006-2007 BWP that was funded through 2010 via a large grant from the EC, together with on-going funding from the US and other donors through the Organization's Biennial Work Programmes. The on-going funding from these other donors allowed a modest continuation of programme activities during 2011 following the completion of the initial EC grant period. A second grant proposal was submitted by ITTO to the EC in 2011 seeking a total budget of EUR 7.5 million to continue ITTO's capacity building work on CITES. This proposal was approved by the EC and the first installment of funds was provided in early 2012. This activity seeks contributions from other donors to make up the EC requirement that one third of the total grant amount requested come from other sources.

II. Description

The activity will allow for full continuation of ITTO's CITES capacity building programme through 2015 (the 2015-2016 BWP will also include this activity which is now an on-going part of ITTO's work). The programme continues to be implemented in a country-driven manner as under previous BWPs, but with an expansion in scope of species covered to include additional timber species and non-timber trees listed in CITES and a widening of coverage to additional range states of species of concern. The activity is overseen by an advisory committee made up of representatives of donors, target countries, the ITTO and CITES secretariats and trade/civil society stakeholders. Regional coordinators recruited in the initial phase of this programme have been retained to assist with activity formulation, implementation and monitoring in target countries. A programme assistant has been employed at ITTO headquarters to assist in overseeing implementation of this activity. Currently more than 10 country activities with budgets totaling over US\$2 million are being funded through this programme, with several more under preparation or revision as of mid-2012.

III. Expected Outputs

- a) At least 3 countries with improved inventories or inventory designs for CITES listed timber species;
- b) At least 3 tracking/monitoring systems in place for CITES listed timber species;
- c) At least 3 regional training/experience exchange workshops;
- d) A reduced number of trade suspensions of CITES listed timber species and an increased capacity of countries to undertake non-detriment findings;
- e) An international workshop to disseminate outcomes of ITTO work to strengthen capacity to implement CITES listings of timber species; and
- f) Attendance and participation of ITTO in relevant CITES meetings and fora.

IV. Target Countries

ITTO member countries with significant (or potentially significant) trade in CITES listed tree species.

V. Duration and Timing 24 months

VI. Budget US\$1,509,110 (This is two-thirds of the net amount required from non-EC donors after deducting contributions received in 2011-2012).

Activity No. 9(a)

FACILITATE THE APPLICATION OF THE ITTO/IUCN GUIDELINES FOR THE CONSERVATION AND SUSTAINABLE USE OF BIODIVERSITY IN TROPICAL TIMBER PRODUCTION FORESTS

(A) SUPPORT WILL BE PROVIDED TO INTERESTED MEMBER COUNTRIES AND FOREST CONCESSIONAIRES TO FORMULATE PROPOSALS TO ADAPT AND IMPLEMENT THE GUIDELINES AT FOREST MANAGEMENT UNIT LEVEL, AS WELL AS FOR THE DISSEMINATION OF THE GUIDELINES IN RELEVANT FORA

[ITTA, 2006, Articles 1(m), (r)]

[ITTC Decision 6(XLVI)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 3]

I. Background

The ITTO/IUCN Guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests had been adopted by the Forty-fourth Session of the Council, in November 2008, under the Council Decision 6(XLIV). It has been published in all three ITTO working languages for dissemination and promotion in the international community. The same Council Decision requested the Executive Director of ITTO, in collaboration with IUCN and other relevant partners, to facilitate the application of the guidelines at a range of scales in partnership with forest operators, local communities and other stakeholders.

II. Description

This activity will contribute to promote the use of the ITTO/IUCN Guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests through the following actions:

- a) Support interested member countries in developing project proposals for the implementation of the ITTO/IUCN biodiversity guidelines, especially under the ITTO/CBD Collaborative Initiative. Consultants will be engaged for the formulation of at least three proposals (one per tropical timber producing region) to be submitted to ITTO. The consultants should visit selected countries for the stakeholders' analysis and problem identification, as well as for the analysis required for the project formulation in each country, involving the timber producing private sector;
- b) Promoting the dissemination, fund raising and partnerships (e.g. with GEF, environmental NGO's and others) for the implementation of the ITTO/CBD Collaborative Initiative, with emphasis on the field use of the ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests.

III. Expected Outputs

- a) At least three project proposals (one per each of the three tropical regions) formulated and submitted to ITTO for implementation under the ITTO/CBD Collaborative Initiative, focusing on the field application of the ITTO/IUCN Guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests. Project proposals shall include close involvement of forest concessionaires and local communities in its implementation.
- b) Wider knowledge and use of the ITTO/IUCN Guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests by other institutions, including CPF partners and academia.
- c) Partnerships and fund raising activities strengthen the ITTO/CBD Collaborative Initiative.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$100,000

FACILITATE THE APPLICATION OF THE ITTO/IUCN GUIDELINES FOR THE CONSERVATION AND SUSTAINABLE USE OF BIODIVERSITY IN TROPICAL TIMBER PRODUCTION FORESTS

(B) ATTENDANCE AT CBD, IUCN AND OTHER MEETINGS WHERE BIODIVERSITY CONSERVATION IN TROPICAL FORESTS WILL BE BROUGHT TO DEBATE

[ITTA, 2006, Articles 1(m), (r)]

[ITTC Decision 6(XLVI)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 3]

I. Background

The ITTO/IUCN Guidelines for the conservation and sustainable use of biodiversity in tropical timber production forests had been adopted by the Forty-fourth Session of the Council, in November 2008, under the Council Decision 6(XLIV). It has been published in all three ITTO working languages for dissemination and promotion in the international community. The same Council Decision requested the Executive Director of ITTO, in collaboration with IUCN and other relevant partners, to facilitate the application of the guidelines at a range of scales in partnership with forest operators, local communities and other stakeholders, and further disseminate it throughout the international community.

II. Description

Support is required for ITTO to assist members in implementing an integrated approach toward the conservation of biodiversity in tropical forests and to guarantee an organized participation in the global debate related to the role of tropical forests in the conservation of biodiversity, including:

- Attendance of CBD and IUCN meetings where tropical forests will be brought to debate.
- Facilitate the participation of ITTO member countries in events where the theme of forests and biodiversity conservation will be high in the agenda, for ITTO producer member countries to be well informed and benefit from possible incentives for biodiversity conservation in the tropics.

III. Expected Outputs

- a) ITTO producer member countries informed and supported on their initiatives related to the conservation of biodiversity in tropical forests, including project development and policy reforms;
- b) Active ITTO participation in the CBD and IUCN initiatives related to forests and biodiversity conservation.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$100,000

Activity No. 10

CONTINUE TO MONITOR PROGRESS IN THE APPLICATION OF CRITERIA AND INDICATORS FOR SUSTAINABLE FOREST MANAGEMENT

[ITTC Decisions 3(XXVI), 5(XXX), 9(XXX), 4(XXXIV)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

Under the decisions listed above, 28 ITTO producer member countries have benefited from a series of national workshops to train forest stakeholders on the use of the ITTO Criteria and Indicators (C&I) for SFM to monitor, assess and report on forests and forest management. The most recent workshops were held in Kinshasa, DRC in July 2010 and Paramaribo, Suriname in August 2011. This activity will allow for additional workshops during 2013-2014. It will also allow for a review of the ITTO C&I and for on-going collaboration with other related forest reporting processes.

II. Description

The activity (part a) will allow for 2-3 additional national C&I training workshops to be targeted primarily at countries that have not already benefited from this training, including countries that have become new members with the entry into force of the ITTA, 2006. The curriculum of these workshops will evolve to ensure that participants receive up to date information on all relevant aspects of monitoring, assessing and reporting (MAR) on forests, including via the C&I. The activity (part b) also provides for a review of the ITTO C&I by an expert panel and printing of a revised set of C&I once these are approved by Council. While this will not involve wholesale changes (recalling that several countries have invested substantial time and effort to implement MAR systems based on the ITTO C&I, the review will take into account recommendations from national workshops carried out since the last review of the C&I in 2004-2005, experience in analyzing country responses to the C&I reporting format during preparation of the SFM Tropics 2005 and 2011 reports, an ITTO study on field level implementation of C&I and on-going developments in international forestry (e.g. climate change). The activity (part c) will also facilitate active ITTO participation in the global dialogue on MAR related to forests, including the CPF Task Force on Streamlining Forest Reporting, discussions on harmonizing reporting on forests between ITTO's SFM Tropics and FAO's Forest Resources Assessment, and various relevant meetings and initiatives of other international C&I processes.

III. Expected Outputs

- a) At least 60 stakeholders in ITTO producer member countries familiar with the ITTO C&I;
- b) More countries able to effectively report on forests/forest management using the ITTO C&I reporting format;
- c) A revised set of C&I taking into account all relevant experiences, recommendations and other relevant developments since 2005; and
- d) ITTO concerns and priorities reflected in international initiatives on MAR related to forests.

IV. Target Countries Global

V. Duration and Timing 24 months; commencing when funding made available

VI. Budget US\$250,000 (Part a US\$100,000; Part b US\$100,000; Part c US\$50,000)

IN COOPERATION WITH RELEVANT ORGANIZATIONS, CONTINUE TO STUDY THE IMPLICATIONS OF CLIMATE CHANGE FOR TROPICAL FORESTS AND THE CONTRIBUTION OF TROPICAL FORESTS TO THE MITIGATION OF THE EFFECTS OF CLIMATE CHANGE

[ITTA, 2006, Articles 1(f), (p)]

[ITTC Decision 1(XXXVIII)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

The role of sustainable forest management in climate change mitigation and adaptation has been receiving increasing recognition at the international level. Within the context of sustainable forest management, the implementation of forest-based climate change mitigation and adaptation measures and activities will require integrated strategies at the national level through multi-stakeholder consultations. In support of policy development to address forest-based climate change mitigation and adaptation, the ITTO Action Plan 2008-2011 identifies the need to monitor the potential implications of the management of the forest resource base to climate change and the relevance and appropriateness of policy developments. The ITTO Action Plan also highlights the need to support an understanding of the impacts of reducing emissions from deforestation and forest degradation (REDD) on tropical forest development. In this regard, the Council, at its Forty-fourth Session, adopted the Thematic Programme on Reducing Deforestation and Forest Degradation and Enhancing Environmental Services (REDDES) by taking into account, *inter alia*, the following:

- ITTO is committed to sustainable forest management of tropical forests (SFM). Forest-based mitigation and adaptation strategies to climate change constitute an integrated part of SFM in the ITTO producing member countries. These relate to both protection (conservation) and production forests;
- The bulk of emissions from deforestation and forest degradation in developing countries take place in forested tropical countries that are members of the ITTO. Just 15 of ITTO's 33 producer member countries accounted for over 70% of the nearly 12 million ha annual average tropical deforestation rate in 2000-2005. A long tradition of collaboration with these countries gives the ITTO a considerable coverage on the main drivers of deforestation and forest degradation (DD). In addition, ITTO provides an efficient platform for discussing major policy issues related to DD among the main producer and consumer countries of tropical timber and other products and services rendered by tropical forests; and
- The project approach of the ITTO, at both the national and local levels, gives ITTO valuable experience in assessing conditions under which deforestation and/or forest degradation can be reduced.

If countries are to significantly reduce their deforestation and forest degradation rates, they will need to tackle the policy, governance and market failures driving land use change and unsustainable use of forest resources. These activities correspond to the core objectives of ITTO.

II. Description

Support is required for ITTO to assist members in formulating and implementing an integrated forest sector response to climate change, and to guarantee an organized participation in the global debate related to the role of tropical forests in climate change mitigation and adaptation, including:

- Attendance at UNFCCC meetings where tropical forests will be brought to debate.
- Facilitate the participation of ITTO member countries in events where the theme of forests and climate change will be high in the agenda, for ITTO producer member countries to be well informed and benefit from possible incentives for sustainable forest management in the tropics.
- Organization of a side event at UNFCCC COPs on the role of sustainable forest management in the tropics to support climate change mitigation and adaptation and to restore degraded tropical forests.
- Taking into account the CPF Strategic Framework on Forests and Climate Change, participate in CPF related initiatives on forests and climate change to bring up tropical forest perspectives.
- Invite the Secretariat of the UNFCCC to update the Council on the development of the tropical forest debate under the UNFCCC framework.

III. Expected Outputs

- a) ITTO producer member countries informed and supported on their initiatives to relate sustainable forest management and climate change, including project development and policy reforms;
- b) Relevant literature and statistical data on tropical forests and climate change available and regularly updated in the ITTO web page and through its other communications means, including TFU if it recommences publication;
- c) A report to inform the Forty-ninth and Fiftieth Sessions of the ITTC, including the participation of a UNFCCC representative;
- d) The role of SFM in the tropics debated and disseminated in relevant international fora, including the UNFCCC COPs, through purpose-made information events; and
- e) Active ITTO participation in the CPF initiatives related to forests and climate change, including the initiative on measuring and assessment forest degradation.

IV. **Target Countries** ITTO member countries

V. **Duration and Timing** 24 months

VI. **Budget** US\$125,000

PROMOTE THE UNDERSTANDING OF THE CONTRIBUTION OF ENVIRONMENTAL SERVICES TO THE SUSTAINABLE MANAGEMENT OF TROPICAL FORESTS

[ITTA, 2006, Articles 1(g), (j), (m), (q), (r), (s)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

SFM has always recognized the importance of enhancing the continuous supply of forest goods and services to improve their contribution to socio-economic development. However, one of the main problems of SFM is less profitable as a land use than other ways of using the land. Sustaining SFM in the long-term requires the sufficient availability of financial resources as well as the provision of incentives and appropriate economic instruments that promote and support SFM. In this regard, it is important to promote investment and payment for all the goods and services provided by tropical forests while capitalizing on all their economic values. In particular, payment for forest/environmental services such as biodiversity, tourism and recreation, water conservation, soil protection and climate change mitigation is an innovative way for forest financing.

ITTO Thematic Programme on Reducing Deforestation and Forest Degradation and Enhancing Environmental Services in Tropical Forests (REDDES) includes promoting the capacity of ITTO developing member countries and their stakeholders in maintaining and enhancing environmental services of tropical forests in order to contribute to the social and economic sustainability and well-being of forest-dependent communities through payments for forest-based environmental services (PES). With support of this Programme, PES mechanisms have been developed and/or under implementation with involvement of a number of local communities.

How are PES mechanisms developing, what are key factors for the success of PES mechanisms, and how can we learn from such experience to further advice of PES mechanisms in the tropics? Given the significant importance of developing and implementing PES mechanisms in the tropics and sharing best practices and lessons learned from many organizations' activities and projects to scale up ITTO and global efforts to promote PES mechanisms, there is an urgent need to organize an international forum. In this way, International Forum on Environmental Services of Tropical Forests will be organized to share lessons learned from the development of PES mechanisms as well as recommending actions at local, national and international levels for the development and effective implementation of PES mechanism in support of SFM in the tropics.

II. Description

In close cooperation with relevant international, regional and national organizations, building on relevant experiences and practice, an International Forum on Environmental Services of Tropical Forests will be organized in 2013 in a selected country in Latin America. The Forum will bring policy makers, researchers and academicians, practitioners, civil society, the private sector, and regional and international organizations engaged in the development and implementation of PES mechanisms. To this end, specifically the Forum intends:

- a) To explore experiences, opportunities and challenges on how payment of environmental services can help reduce poverty and support SFM with a particular attention to the following issues:
 - Existing and emerging carbon markets for ARCDM and REDD+
 - Biodiversity conservation and sustainable use
 - Watershed management
 - Community based ecotourism/landscape
- b) To report on the potential and challenge of remuneration systems for compensating environmental services;
- c) To identify the policy, legal, socio-economic and environmental issues, including gender, tenure and traditional knowledge, for the effective development of PES with a view to make recommendations for further advancement of PES mechanisms at local, national and international levels; and
- d) To promote and facilitate cooperation among partners including South-South partnerships and among bilateral and multilateral PES initiatives.

III. Expected Outputs

The Forum will contribute to facilitating the dissemination and sharing of outcomes and lessons learned from ITTO project work in PES in member countries, and from other existing relevant experiences on environmental services . It will also allow for the presentation of other experiences from concerned organizations, namely UNFCCC, CBD, FAO, and IUCN.

The expected outputs of the Forum include:

- a) Publication of Forum materials (e.g. papers, PowerPoint presentations) on the ITTO website and associated compact disk;
- b) Materials and messages to be presented at relevant fora regarding payments of environmental services provided tropical forests;
- c) Recommendations for the improved development of PES mechanisms and their effective implementation in the tropics;
- d) Networking between ITTO-supported project staff, and other experts and practitioners engaged in PES mechanisms; and
- e) Distribute findings of the Forum at the subsequent ITTC Session.

IV. Target Countries ITTO member countries

V. Duration and Timing 12 months in 2013

VI. Budget US\$300,000

REVIEW AND UPDATE THE ITTO GUIDELINES FOR THE ESTABLISHMENT AND SUSTAINABLE MANAGEMENT OF PLANTED TROPICAL FORESTS TO TAKE INTO ACCOUNT RECENT DEVELOPMENTS IN TROPICAL FORESTRY

[ITTA, 2006, Articles 1(j), (m)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

The ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4) was published in 1993 in order to make accessible the best practice techniques and management experiences to the operational forest managers and planners working in tropical countries. Thus, it is important to update the guidelines by taking into account the new developments in tropical forestry and roles of tree in the tropics, including timber supply, energy generation, provision of environmental services, as well as its forest restoration potential and the potential of agroforestry and trees outside forests in providing timber and other forest related goods and services.

Regarding the scope and content, it should be considered the option of integrating relevant aspects from the following ITTO policy publications:

- ITTO/IUCN Guidelines for the Conservation and Sustainable Use of Biodiversity in Tropical Timber Production Forests (PS-17);
- ITTO Guidelines for the Restoration, Management and rehabilitation of degraded and Secondary Tropical Forests (PS-13); and
- Other relevant ITTO policy publications revised or being revised.

The purpose of this activity is to engage and support consultants to review and update the ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4), and identify and involve selected countries in the field tests of the draft revised guidelines.

II. Description

Therefore, it is proposed to implement this activity in two following stages:

- a) Review and update the ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4) through the following actions:
- Assess and analyze the latest developments in the sustainable management of natural tropical forests since the publication of the ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4).
 - Analyze and take into consideration the experience using existing SFM-oriented guidelines and manuals in relation to the programmes of private sector practitioners and relevant international organizations such as the members of the CPF, relevant NGO's and certification schemes.
 - Prepare a discussion paper reflecting developments and experiences and including preliminary proposals for a revision of the Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4).
 - Organize and conduct an expert panel meeting with at least 25 participants in order to capture experiences and needs with respect to the sustainable management of natural tropical forests. Participants should be drawn from experts and practitioners involved in projects that have applied the ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4), as well as from organizations and institutions with hands-on experience in sustainable management of Planted Forests.
 - Prepare and present a report at the Forty-ninth Session of the Council containing: (a) A draft proposal of the revised Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4); and (b) A proposal for planning field tests of the draft of the revised Guidelines for the Sustainable Management of Planted Forests.

- b) Conduct field tests of the draft revised ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4) in selected ITTO Producing Countries in accordance with the specific recommendations to be made by the Forty-ninth session of the Council and through the following main actions:
- Select host countries in the three tropical regions where to conduct the field tests of the draft of the revised ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4), to be submitted to the Forty-ninth session of the Council for consideration, based on a specific plan of operation for field tests.
 - Conduct field tests in selected ITTO Producing Countries at both the forest management unit and provincial or national level in collaboration with relevant forestry institutions and companies, and communities within the selected countries in order to benefit from their competencies and experience in this area. These partners will be encouraged to participate and assist in the testing and application of the concepts underlying the Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4).
 - Prepare a discussion paper reflecting developments and experiences of the field tests and including preliminary proposals for a revision of the Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4) based on the main findings of the field tests.
 - Organize and conduct a second expert panel meeting with participants drawn from experts and practitioners involved in projects that have applied the ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4) as well as from organisations and institutions with hands-on experience in sustainable management of natural tropical forests.
 - Prepare and present a report at the Fiftieth Session of the Council containing: (a) A draft of revised ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4) integrating the findings of field tests carried out in selected producing countries; and (b) A proposal for communicating and disseminating the final version of the revised Guidelines.

III. Expected Outputs

The main expected output is the revised and updated ITTO Guidelines for the Establishment and Sustainable Management of Planted Forests (PS-4) integrating the findings of field tests carried out in selected producing countries and taking into account the recent developments in tropical forestry.

IV. Target Countries	ITTO member countries
V. Duration and Timing	24 months
VI. Budget	US\$250,000

**PROMOTE THE IMPLEMENTATION OF GUIDELINES FOR THE MANAGEMENT OF
SECONDARY TROPICAL FORESTS, THE RESTORATION OF DEGRADED TROPICAL FORESTS AND
THE REHABILITATION OF DEGRADED FOREST LAND**

**(A) SUPPORT TO THE ESTABLISHMENT OF A NETWORK OF LEARNING SITES FOR
FOREST LANDSCAPE RESTORATION**

[ITTA, 2006, Articles 1(j), (m)]
[ITTC Decisions 1(XXXV), 4(XXXV)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

Degraded forests form a substantial part of the accessible areas in the tropics. Recent findings indicate that there are up to 2 billion ha of tropical forests are actually in some stage of degradation¹. In the last few years ITTO has been actively participating in the Global Partnership on Forest Landscape Restoration (GPFLR), to promote forest restoration and rehabilitation of degraded forests in the tropics. A series of national workshops have been organized in ITTO producer member countries to disseminate and promote the application of the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests. In September 2011 a Ministerial Roundtable was convened by the Government of Germany and IUCN on forest landscape restoration. This event resulted in the Bonn Challenge, a global call for the restoration of 150 million ha by 2020 using a forest and landscape restoration approach. The design and implementation of successful restoration projects in the tropics is essential to achieving such a global goal by scaling up best knowledge and experiences in tropical forest restoration and rehabilitation.

II. Description

The aim of this sub-activity is support to the establishment of a network of learning sites for forest landscape restoration by the Global Partnership on Forest Landscape Restoration (GPFLR) to promote the consolidation of best knowledge and practices in forest landscape restoration in selected countries of Asia, Africa and Latin America in line with of the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests

III. Expected Outputs

- a) Best practices in the restoration and rehabilitation of degraded forests in selected countries including ITTO on-going and completed projects, assessed and made available to the public and web page of ITTO and GPFLR;
- b) Greater application of ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests;
- c) Knowledge management and information dissemination on forest landscape restoration, directly involved institutions and experts of ITTO producer member countries.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$100,000

¹Global Partnership on Forest Landscape Restoration, World Resources Institute, South Dakota State University, International Union for Conservation of Nature, September 2011

Activity No. 14(b)

**PROMOTE THE IMPLEMENTATION OF GUIDELINES FOR THE MANAGEMENT OF
SECONDARY TROPICAL FORESTS, THE RESTORATION OF DEGRADED TROPICAL FORESTS AND
THE REHABILITATION OF DEGRADED FOREST LAND**

**(B) PROMOTE ITTO PARTNERSHIPS WITH IUCN AND OTHER CPF MEMBERS TO FACILITATE THE
DESIGN AND IMPLEMENTATION OF FOREST LANDSCAPE RESTORATION INITIATIVES**

[ITTA, 2006, Articles 1(j), (m)]
[ITTC Decisions 1(XXXV), 4(XXXV)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

The Bonn Challenge on Forests, Climate Change and Biodiversity recognized the importance of achieving globally significant the UNFCCC goal on REDD-plus and Target 15 of the CBD Strategic Plan 2011-2020 through the restoration of 150 million ha of degraded forests by 2020. Follow-up to this global commitment, numerous restoration related initiatives, forums and capacity building workshops are taking place at local, national, regional and international levels. Knowledge-sharing is critical for the design or refinement of restoration strategies, taking into account existing guidance including the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests.

II. Description

This sub-activity will facilitate ITTO participation in major forest landscape restoration initiatives, forums and training workshops to work with many partners in the tropics and with international organizations involving in forest landscape restoration as part of ITTO contribution to the achievement of the Bonn Challenge for Forests, Climate Change and Biodiversity. This will allow for the wider application of the ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests to ensure the benefits of restoration in climate change mitigation and conservation of forest biodiversity.

III. Expected Outputs

- a) Greater application of ITTO Guidelines for the Restoration, Management and Rehabilitation of Degraded and Secondary Tropical Forests;
- b) Fostering ITTO partnerships with IUCN and other CPF members towards the achievement of the Bonn Challenge and the enhancing of collaboration with various restoration initiatives ; and
- c) Knowledge-sharing towards the effective implementation of forest landscape restoration initiatives in ITTO producer member countries.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$50,000

**CONTRIBUTE APPROPRIATELY TO NATIONAL AND INTERNATIONAL EFFORTS IN
THE AREA OF PREVENTION AND MANAGEMENT OF FIRE IN RELATION TO
TROPICAL TIMBER-PRODUCING FORESTS**

(A) REVIEW AND UPDATE THE ITTO GUIDELINES ON FIRE MANAGEMENT IN TROPICAL FORESTS

[ITTA, 2006, Article 1(m)]
[ITTC Decision 6(XXXIII)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

The ITTO Guidelines on Fire Management in Tropical Forests (PS-6) was published in 1997 in order to promote the development of forest fire prevention and control strategies to the operational forest managers, planners and local communities in tropical countries. Considering the scientific insights of the state of forests and forest protection in the tropics in the last 15 years and the progress made in fire management research and development globally it is important to update the guidelines by taking into account mitigation and adaptation to climate change, and assist in poverty alleviation.

The purpose of this activity is to engage and support consultants to review and update the ITTO Guidelines on Fire Management in Tropical Forests (PS-6) and identify and involve selected countries in the field tests of the draft revised guidelines.

II. Description

Therefore, it is proposed to implement this activity in two following stages:

- a) Review and update the ITTO Guidelines on Fire Management in Tropical Forests (PS-6) through the following actions:
 - Assess and analyze the latest developments as regards the management, control and prevention of tropical forest fires since the publication of the ITTO Guidelines on Fire Management in Tropical Forests in 1997 (PS-6).
 - Analyze and take into consideration the latest developments related to climate change mitigation and adaptation and assist in poverty alleviation.
 - Prepare a discussion paper reflecting developments and experiences and including preliminary proposals for a revision of the Guidelines.
 - Organize and conduct an expert panel meeting in order to capture experiences and needs with respect to fire management, control and prevention in tropical forests. Participants are to drawn from experts and practitioners involved in projects that have applied the ITTO Guidelines on Fire Management in Tropical Forests (PS-6), as well as from organizations and institutions with hands-on experience in tropical forest fire management.
 - Prepare and present a report at the Forty-ninth Session of the Council containing: (a) A draft proposal of the revised ITTO Guidelines on Fire Management in Tropical Forests (PS-6).
 - (b) A proposal for planning field tests of the draft of the revised Guidelines on Fire Management in Tropical Forests; and (c) A proposal for communicating and disseminating the final version of the revised Guidelines.
- b) Conduct field tests of the draft revised ITTO Guidelines on Fire Management in Tropical Forests (PS-6) in selected ITTO Producing Countries in accordance with the specific recommendations to be made by the Forty-eighth Session of the Council, and through the following main actions:
 - Prepare a discussion paper reflecting developments and experiences of the field tests and including preliminary proposals for a revision of the ITTO Guidelines on Fire Management in Tropical Forests (PS-6) based on the main findings of the field tests.
 - Organize and conduct a second expert panel meeting with participants drawn from experts and practitioners involved in projects that have applied the ITTO Guidelines on Fire Management in Tropical Forests (PS-6) as well as from organizations and institutions with hands-on experience in tropical forest fire management.

- Prepare and present a report at the Fiftieth Session of the Council containing: (a) A draft of revised ITTO Guidelines on Fire Management in Tropical Forests (PS-6) integrating the findings of field tests carried out in selected producing countries; and (b) A proposal for communicating and disseminating the final version of the revised Guidelines.

III. Expected Outputs

The main expected output is the revised and updated ITTO Guidelines on Fire Management in Tropical Forests (PS-6) integrating the findings of field tests carried out in selected producing countries and taking into account the recent developments related to climate change mitigation adaptation and poverty alleviation.

IV. Target Countries	ITTO member countries
V. Duration and Timing	24 months
VI. Budget	US\$150,000

**CONTRIBUTE APPROPRIATELY TO NATIONAL AND INTERNATIONAL EFFORTS IN
THE AREA OF PREVENTION AND MANAGEMENT OF FIRE IN RELATION TO
TROPICAL TIMBER-PRODUCING FORESTS**

**(B) MAKE PROVISION FOR ITTO'S CONTRIBUTIONS TO THE UNISDR GLOBAL WILDLAND
ADVISORY GROUP, ANT THE RELATED GWFN AND THE GFMC, AND PROVIDE SUPPORT FOR
REGIONAL WILDLAND FIRE NETWORKS AND OTHER INTER-INSTITUTIONAL COOPERATION
EFFORTS TOWARDS THE 6TH INTERNATIONAL WILDLAND FIRE CONFERENCE**

[ITTA, 2006, Article 1(m)]

[ITTC Decision 6(XXXIII)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 4]

I. Background

In view of ITTO's commitment as a Core Member of the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the related Global Wildland Fire Network (GWFN) and the Global Fire Monitoring Center (GFMC), cooperating organizations and agencies have requested ITTO take a more proactive role in the organization of the meetings of the aforementioned regional forest fire-related networks focusing on the tropics and in the preparation for the 6th International Wildland Fire Conference in South Korea in May 2015.

II. Description

Provide support for the Africa, Asia, and Latin America Regional Wildland Fire Networks and other inter-institutional cooperation efforts made by the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the related Global Wildland Fire Network (GWFN) and the Global Fire Monitoring Center (GFMC), in their preparatory meetings for the 6th International Wildland Fire Conference to be held in 2015 in South Korea, such as the holding of regional workshops in each ITTO tropical timber producing region (Africa, Asia-Pacific and Latin America) and the participation of ITTO and its member countries at other forest fire-related meetings organized through inter-institutional cooperation.

III. Expected Outputs

ITTO will join the existing collaborative effort of the United Nations International Strategy for Disaster Reduction (UNISDR) Global Wildland Advisory Group, and the related Global Wildland Fire Network (GWFN) and the Global Fire Monitoring Center (GFMC) to promote and facilitate the successful implementation of forest fire policies, strategies and other initiatives in tropical regions via preliminary preparatory work towards the organization of the 6th International Wildland Fire Conference to be held in South Korea in 2015, as a means to enhance forest conservation and people's livelihoods. Towards this goal, the focus is on the delivery and dissemination of policy support and technical relevant information, recommendations and practical tools to government agencies, forest managers, local communities and supporting organizations.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$150,000

Activity No. 16

CONTINUE TO PUBLISH THE ITTO TROPICAL FOREST UPDATE (TFU)

[ITTA, 2006, Articles 27, 28]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

The TFU has been produced since 1990, funded through the Special Account for projects and more latterly through unearmarked funds of the Bali Partnership Fund under ITTO's biennial work programmes.

II. Description

The activity will allow for production and distribution of up to 4 issues of the TFU in ITTO's three working languages in both 2013 and 2014. Each issue of the TFU will be distributed to a combined mailing list of over 15,000 people (mostly in producer member countries) and will also be posted on the ITTO website. The number of issues published each year will be contingent on funding made available.

III. Expected Outputs

Up to eight issues of TFU in the three ITTO working languages in hard copy and electronic versions.

IV. Target Countries Global

V. Duration and Timing 24 months; commencing when funding made available

VI. Budget US\$520,000

**COLLABORATE WITH THE TRADE ADVISORY GROUP (TAG) IN ORGANIZING AND HOLDING THE
ITTO ANNUAL MARKET DISCUSSION ON THE WORLD TROPICAL TIMBER TRADE DURING
SESSIONS OF THE ITTC IN 2013 AND 2014**

*[ITTA, 2006, Articles 1(e), (h)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]*

I. Background

The ITTO Annual Market Discussion is an annual forum for international dialogue on a selected theme of the international tropical timber trade. The event is important for delegates of ITTO member countries and trade representatives to discuss and deliberate on germane and often complex trade policy issues confronting tropical timber and timber products. This strategic policy activity strengthens the event by providing for the engagement of keynote speakers at the event.

II. Description

The theme of the ITTO Annual Market Discussion is selected by the Trade Advisory Group (TAG) in consultation with the Executive Director during the session of the ITTC preceding the event. The event is coordinated by the Secretariat and the Trade Advisory Group (TAG), in consultation with other relevant experts and held in a joint session of the technical committees. Keynote speakers will be selected and invited by the Executive Director in consultation with the Coordinator of TAG and will be provided with ITTO financial support to cover duty travel and DSA.

III. Expected Outputs

- a) Quality of keynote address presented at ITTO Annual Market Discussion enhanced;
- b) Germane issues on international trade in tropical timber identified, ventilated and deliberated upon with appropriate recommendations for ITTO member countries, trade, industry and other relevant stakeholders; and
- c) Quality and relevance of ITTO Annual Market Discussion improved.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$70,000

Activity No. 18

CONTINUE TO PUBLISH THE ITTO MARKET INFORMATION SERVICE (MIS)

*[ITTA, 2006, Articles 27, 28]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]*

I. Background

The Market Information Service (MIS) has been part of the Secretariat's work since 1996. The main output of the activity [originally PD 16/93 Rev.3 (M)] is the *Tropical Timber Market Report* (TTMR). The report contains price data for about 500 tropical timber products as well as relevant market news from around the globe. The TTMR is disseminated online, by email and in hardcopy to over 12,000 subscribers.

II. Description

The Market Information Service serves to broaden awareness and disseminate information on the state of the tropical timber market. It is undertaken by a full-time Coordinator, who is responsible for publishing the *TTMR* and liaising with eleven market correspondents in producer and consumer countries to obtain up-to-date market news, information and prices on tropical timber products. The Market Information Service Coordinator also engages with other experts in the trade and works with the Trade Advisory Group (TAG) to convene the ITTO Annual Market Discussion.

III. Expected Outputs

- a) Publication of up to 88 issues of the Tropical Timber Market Report (the number of issues published annually will depend on funding availability);
- b) Strengthened information base on the market situation for tropical timber products;
- c) Trade experts and associations from around the globe engaged; and
- d) Council and other members of the public informed about markets for tropical timber products.

IV. Target Countries	Global
V. Duration and Timing	24 months
VI. Budget	US\$400,000

ENHANCEMENT OF STATISTICAL WORK AND DATABASES ON STATISTICS

[ITTA, 2006, Article 27]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

The Joint Forest Sector Questionnaire is the primary data source of ITTO forestry sector statistics and is a collaborative activity undertaken by ITTO, FAO, UNECE and Eurostat. These organizations meet annually to review datasets of the previous year and determine any improvements that are required, plan the next year's questionnaire, and make recommendations on changes to international customs classifications for timber codes. ITTO's participation ensures that tropical wood products are given the appropriate attention in international statistical reporting mechanisms.

Statistical data derived from the Joint Forest Sector Questionnaire is, however, insufficient to provide a complete analysis of the tropical timber market situation. Additional data and other information are required to complete the analysis and to provide a cross check with ITTO derived datasets. A major source of inaccurate reporting of international data on tropical timber production and trade is the deficiency in usage of accurate conversion factors, particularly for weight to volume measurements.

II. Description

This strategic policy activity is aimed at:

- a) Maintaining the involvement of ITTO staff in the work of the Inter-secretariat Working Group on Forestry Sector Statistics and Joint Forest Sector Questionnaire Process;
- b) Maintaining data subscriptions and maintenance of access to international forest products trade databases and additional market and trade information; and
- c) Reviewing and consolidating tropical wood products conversion factors for determining wood products production and trade statistics.

III. Expected Outputs

- a) JFSQ process and the accuracy of international statistical data on tropical timber production and trade improved and enhanced; and
- b) Recommendations on appropriate conversion factors formulated and provided to ITTO member countries in the JFSQ process.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$40,000

Activity No. 20

**FURTHER ENHANCE PUBLIC RELATIONS, EDUCATION AND OUTREACH ACTIVITIES TO
BEST CONVEY THE ACHIEVEMENT OF THE OBJECTIVES OF THE ORGANIZATION**

[ITTA, 2006, Article 1]

[ITTC Decision 5(XXVII)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

ITTO undertakes a range of activities globally, the outputs of which need to be widely disseminated in order to promote understanding of the Organization's work and goals amongst various stakeholders.

II. Description

The two-part activity will allow the Secretariat to undertake:

- a) A range of regular, on-going public relations and outreach activities including publishing selected studies when insufficient funds remain in activity budgets to do so; publishing the Organization's Annual Report; continuous improvements to the ITTO website; translation and updating of the website in the three official languages of ITTO; enhancement of the ITTO photo database; development of posters and other outreach materials; and other ad hoc initiatives, possibly in collaboration with relevant partners.
- b) Side events/booths at important forest related fora; participation in important forest related fora; other ad hoc outreach activities deemed important to Council.

III. Expected Outputs

- a) At least 4 new Technical Series documents or other official publications; 2 Annual Reports; Regularly updated/improved website in 3 languages; Enhanced photo database; Various outreach materials.
- b) Side events/information booths and participation at relevant fora (e.g. TICAD V in June 2013, Rio Convention COPs and related events during 2013-14 not covered elsewhere, UNFF 10 in 2013, FAO COFO in 2014 and relevant Regional Forestry Commissions in 2013-14, IUFRO World Congress in 2014, etc); other ad hoc outputs (e.g. translation of website and selected outreach materials into Japanese).

IV. Target Countries Global

V. Duration and Timing 24 months; commencing when funding made available

VI. Budget

- a) US\$121,254 (publication of reports including Annual Reports: \$70,000; improvement, translation and updating of website: \$30,000; balance for other regular outreach activities)
- b) US\$200,000 (participation and side events/booths at up to 3 fora per year at average cost of \$30,000 per fora; balance for other ad hoc outreach activities)

UNDERTAKE THE BIENNIAL REVIEW AND ASSESSMENT OF THE WORLD TIMBER SITUATION

[ITTA, 2006, Article 28]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

ITTO's Biennial Review and Assessment of the World Timber Situation compiles the most up-to-date and reliable international statistics available on global production and trade of timber, with an emphasis on the tropics. It also provides information on trends in forest area, forest management and the economies of ITTO member countries. The review is based on information submitted by ITTO member countries through the Joint Forest Sector Questionnaire, supplemented by other sources as necessary.

Under the ITTA, 1994, draft elements were produced by the ITTO Secretariat to assist the International Tropical Timber Council (ITTC) in undertaking its annual review of the international timber situation. In accordance with Article 28 of ITTA, 2006, the review and assessment of the international timber situation will be undertaken biennially beginning with the 2013-2014 biennium to be undertaken by the ITTC at its Fiftieth Session in 2014.

The ITTC will undertake the biennial review and assessment based on draft elements for the review and assessment of the international timber situation. These draft elements will be prepared by the Secretariat and will comprise statistics and available data on production, imports and exports of timber products, with emphasis on tropical timber products, and an analysis of economic and market developments. The elements for the review will be mainly based on information extracted from national responses to the ITTO/UNECE/FAO/EUROSTAT Joint Forest Sector Questionnaire and from other sources.

II. Description

This activity involves the publication of the annual review and assessment of the world timber situation for 2012 in 2013, based on the consideration of the elements for the review and assessment of the international timber situation by the ITTC at its Forty-eighth Session in 2012. The draft elements for the biennial review and assessment of the world timber situation for 2013-2014 will be considered by the ITTC at its Fiftieth Session in 2014, and the publication of the biennial review and assessment of the world timber situation for 2013-2014 will be released in 2015.

III. Expected Outputs

- a) Annual review and assessment for 2012 published in 2013;
- b) Draft elements for the biennial review and assessment for the 2013-2014 biennium considered at the Fiftieth Session of the ITTC in 2014;
- c) Biennial review and assessment for the 2013-2014 biennium published in 2015.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$90,000

Activity No. 22

**DEVELOP AN ITTO KNOWLEDGE MANAGEMENT STRATEGY AND
KNOWLEDGE MANAGEMENT GUIDELINES***[ITTA, 2006, Articles 1 (c), (r)]**[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]***I. Background**

In fulfilling its mission, ITTO deals with a diversity of knowledge and the most critical knowledge is related to field practice through projects and thematic programmes. This knowledge is embedded in project teams and project partners who work in areas of forest management and conservation, forest industry, timber and NTFPs trade, and on issues linked to community development, biodiversity conservation, poverty alleviation, SME development, etc. The aim of this Activity is to develop a knowledge management strategy that makes knowledge a key deliverable of ITTO's action for improving its effectiveness in achieving its mission.

II. Description

Two consultants will be contracted to develop an ITTO strategic framework and guidelines required for developing an integrated knowledge management system which is *contributing to take advantage to use lessons learned and build modular learning approaches to further strengthen/improve the effectiveness of future project work*. The system will be robust enough to be used in a context of dramatic transformations that are changing the practices in forestry and in the use of forest products. The strategy will show how ITTO will be more agile in devising appropriate innovations and improving its systems and its institutional readiness for continuous learning and sharing.

In preparing the knowledge management strategy, the consultants will consult widely both within and outside ITTO, conduct a baseline assessment of ITTO's current knowledge situation; gather and understand the kind of lessons learned, learn from efforts of other institutions and obtain and incorporate guidance from them as appropriate.

The proposed knowledge management strategy must be based on three premises:

- a) Be firmly rooted in ITTO's core competencies
- b) Be embedded in its work processes; and
- c) Be closely linked to its priority areas of work

A three-day workshop of experts will be organized to discuss the proposed strategy. The report will be presented to the ITTC for discussion and decision

III. Expected Outputs

- a) Report
- b) ITTO knowledge management strategy
- c) ITTO knowledge management system

- | | |
|-------------------------------|--------------|
| IV. Target Countries | Global |
| V. Duration and Timing | 24 months |
| VI. Budget | US\$ 150,000 |

DEVELOPMENT OF ENVIRONMENTAL PRODUCT DECLARATION (EPD) FOR THREE TROPICAL WOOD PRODUCTS

[ITTA, 2006, Articles 1(a), (f), (s)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

ITTO has previously conducted a thorough review of information on Life Cycle Analysis (LCA) of Tropical Timber Products [PPD 48/02 (M)], reported in 2004. Since the 2004 study by ITTO, the Organization has done very little work on the report's findings, specifically regarding "a coordinated effort to simulate further LCA work of direct relevance to tropical forests and products".

Environmental Product Declarations (EPD's) are gaining market momentum as a tool that defines socially and environmentally responsible construction materials. LCA ratings are significant factors in establishing EPD's (an EPD is defined in ISO 14025 as quantified environmental data based on the ISO 14040).

Tropical timber products are at a significant competitive disadvantage without transparent and complete LCA information. The defining of LCA ratings for tropical wood products will help ITTO producer countries meet the environmental, social and economic goals consistent with the ITTO's objective of enhancing international trade in legally harvested tropical timber from sustainably managed forests.

II. Description

Considering the development on studies related to EPD and LCA, as well as latest international timber markets' requirements, the following proposal outlines a process for compiling EPD's through development of a Life Cycle Inventory database and comparative LCA reports for 3 products in line with ISO standards, including carbon footprint assessments for 3 products in line to the PAS2030 specification. The three products proposed for assessment namely: meranti plywood (SE Asia), ipe decking (Brazil) and khaya lumber (Ghana) represent a range of products and specifications from three geographic regions.

The outputs will fill critical gaps in the data for tropical wood products in the Life Cycle Inventory; increase acceptance and specification of tropical wood products as a green building material.

III. Expected Outputs

- a) Compile Life Cycle Inventory database.
- b) LCA reports for 3 products conducted in line with ISO standards.
- c) Assessment of the carbon footprint for 3 products in line with the PAS2050 methodology.
- d) EPD for each product.

IV. Target Countries	Global
V. Duration and Timing	24 months
VI. Budget	US\$180,000

Activity No. 24

**REVIEW OF THE TIMBER MARKET IN TWO SIGNIFICANT
TROPICAL TIMBER IMPORTING COUNTRIES**

[ITTA, 2006, Articles 1(e), (h)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

Since its early years, ITTO has commissioned a number of reviews of major markets for tropical timber in all of the consuming regions in Europe, North America and East Asia. In general, these reviews involved the collection, collation, updating and analysis of relevant statistical data on these markets with emphasis on trends for tropical and non-tropical hardwoods and softwoods as well as coverage of industrial roundwood, sawnwood, veneer, plywood and secondary processed wood products. More importantly, these reviews involved in-depth analyses of tropical timber consumption in relation to other timbers and competing products, covering in particular the aspects of end-uses and end-use distribution for each tropical timber product.

Over the years, markets for tropical timber products have undergone significant changes in structure, trends and trade-flows. For example, imports of tropical timber products have been falling steadily in Japan while China has emerged as the largest importer, processor and exporter of tropical timber products. New product, technical, legality, sustainability and other environmental standards and requirements are further affecting tropical timber products in major and emerging markets. Most recently, the international trade in tropical timber has been severely impacted by the global economic and financial crisis. It is, therefore, imperative for ITTO to continue its periodic reassessment of these markets, to track developments that could have significant impacts and implications on the marketing and international trade in tropical timber products, and identify market challenges and opportunities for exporters of tropical timber products. These reviews will therefore contribute to the fulfillment of ITTO objectives relating to the promotion and diversification of international trade in tropical timber and the enhancement of transparency of markets for tropical and nontropical timber products.

II. Description

International consultant(s) shall be engaged to travel to the two selected markets in order to obtain secondary information on production, trade and consumption of timber from relevant forest-related agencies. The consultant(s) shall also coordinate the collection of primary data in main urban consumption centers through the engagement of national consultants, where appropriate. The reviews will also consider the results of relevant related studies undertaken by ITTO and other organizations. Based on the foregoing, the international consultant(s) will prepare a succinct seamless report on each of the market review incorporating appropriate measures and recommendations for consideration by the CEM, ITTO member countries, trade, industry and other relevant stakeholders.

III. Expected Outputs

- a) Relevant data reviewed on two selected importing countries;
- b) Tropical timber consumption analyzed in two selected importing countries;
- c) Concrete and appropriate measures and recommendations for each of the reviews formulated;
- d) A succinct and seamless report of each of the reviews prepared and presented to the CEM; and
- e) An article on each of the reviews for the Tropical Forest Update prepared and published and at least 20 photographs on each review compiled in a CD submitted to the ITTO Secretariat.

- IV. Target Countries** Global
- V. Duration and Timing** 24 months
- VI. Budget** US\$200,000

**PROMOTE TRADE IN TROPICAL TIMBER AND TROPICAL TIMBER PRODUCTS FROM
SUSTAINABLY MANAGED AND LEGALLY HARVESTED SOURCES**

[ITTA, 2006, Articles 1(d), (k), (n), (o)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Background

Under the 2008-2009 BWP, strategic policy activity 13(b) entitled 'Promote trade in tropical timber and timber products from sustainably managed and legally harvested sources by supporting non-governmental organizations in establishing and implementing a web-based information system designed and operated to make sound data and information available to assist consumers in identifying and purchasing legally and sustainably produced timber was approved and funded under the ITTO Tropical Forest Law Enforcement and Trade (TFLET) Programme, the precursor to the ITTO Thematic Programme on TFLET.

Following contacts made with non-governmental organizations, the Tropical Forest Trust (TFT) was selected to receive ITTO financial support to the amount of US\$265,000 for the designing, development and implementation of the web-based information system entitled 'A Web-based Information System to Support the Development of a Sustainable Tropical Timber Trade' commencing from June 2009 and involving three phases namely consultation, design and testing.

Strategic policy activity 13(b) is fully implemented and, there is the need to provide for the continuation of the web-based information system beyond June 2010 and throughout the period of the 2010-2011 BWP under this sub-activity with a view to maintaining, improving and refining the system. Without the provision, it will not be possible for the activity to be implemented beyond its initial phases. The ITTO Secretariat will explore all possible cost effective options for the web-based information system to be continued beyond 2013.

II. Description

Following the full and successful implementation of strategic policy activity 13(b), the ITTO Secretariat will invite TFT to submit a complete proposal for the continued implementation of the web-based information system under this sub-activity 17(b) of the 2012-2013 BWP from January 2012 to December 2013 with a view to consolidating, improving and refining the system and its operationalization.

III. Expected Outputs

- a) A web-based information system on legally and sustainably produced timber consolidated, improved, refined and maintained till December 2013;
- b) Consumers better informed of updated and disseminated information on legally and sustainably produced timber; and
- c) Increased purchase and trade in legally and sustainably produced timber.

IV. Target Countries	Global
V. Duration and Timing	24 months
VI. Budget	US\$300,000

ANALYZE THE ECONOMIC IMPACT OF GOVERNMENTAL PROCUREMENT POLICIES ON TROPICAL TIMBER MARKETS

[ITTA, 2006 Articles 1(k), (o)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 5]

I. Introduction

Legality requirements and timber procurement policies are being introduced in many countries. These requirements and policies are principally aimed at addressing public concerns about the legal and environmental credentials of products. Many purchasers are demanding that products should come from sustainable, or at least legal, sources and that this be verifiable, in order to maintain credibility with buyers in market place.

These requirements and policies have significant implications for tropical timber suppliers. As developments are occurring at a rapid rate, there is an urgent need for tropical wood product exporters to monitor these developments, assess their ability to meet these requirements if they are widely adopted, and to explore the market implications and opportunities presented by these developments.

II. Terms of Reference

This proposal aims to analyze the economic impact of governmental procurement policies on tropical timber markets, update the developments on legality requirements and timber procurement policies and assess market implications and opportunities for ITTO producers and consumers. Corollary to this objective, this small project proposal will, inter alia, cover the following main outputs:

- Update of the ITTO Study “The Pros and Cons of Procurement”, published as Technical Series 34 in April 2010;
- Comprehensive analysis of the impacts of procurement policies on markets and trade, taking into consideration their relevant effects on demand, supply, costs, prices as well as financial implications for exporting countries;
- Examination of the challenges faced by producer and consumer members in complying with and implementing procurement requirements;
- Recommendations for further action by ITTO to promote trade in tropical timber in the context of procurement policies.

III. Approach

One consultant from an ITTO producer member country and one consultant from an ITTO consumer member country will assist the Executive Director in the conduct of the study under this proposal.

The study will be conducted in consultation with the ITTO Secretariat, ITTO member countries, ITTO Trade Advisory Group (TAG) and ITTO Civil Society Advisory Group (CSAG) and other relevant parties.

IV. Timeline

The study shall be conducted within 12 months and submitted to the ITTO Secretariat not later than 31 August 2013.

The study will be presented by the consultants at the Forty-seventh Session of the Committee.

**CONSIDER ADVICE FROM AND FACILITATE INVOLVEMENT OF THE
TRADE ADVISORY GROUP (TAG) AND THE CIVIL SOCIETY ADVISORY GROUP (CSAG)**

[ITTC Decisions 9(XXVIII), 2(XXXII)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

Since the formal establishment of the Trade Advisory Group (TAG) and the Civil Society Advisory Group (CSAG) in 1999 and 2002 respectively, ITTO has benefited tremendously from these advisory groups in terms of their advice, expertise, contributions, inputs and participation in the sessions of ITTC and its associated Committees as well as in the implementation of ITTO projects, pre-projects and activities. The contributions of these advisory groups particularly in the sessions of the ITTC can be further enhanced if adequate participation of representatives of these groups is facilitated and assisted.

II. Description

This activity is aimed at encouraging active and meaningful participation of TAG and CSAG members in the sessions of the ITTC by providing financial support covering duty travel and daily subsistence allowances for selected members to attend the sessions of the ITTC. The selection of the members of TAG and CSAG to be provided with ITTO financial support will be taken by the Executive Director based on the recommendations made by the coordinators of TAG and CSAG respectively, taking into account the need for balance between producers and consumers, and the need to ensure the balanced participation and effectiveness of these advisory groups.

III. Expected Outputs

- a) Adequate and more effective participation of TAG and CSAG members in ITTC Sessions;
- b) Improved quality of ITTC decisions and deliberation; and
- c) Overall efficiency and effectiveness of ITTC and ITTO enhanced.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$80,000

**CONTINUE TO PROVIDE FOR ITTO'S COOPERATION AND CONSULTATION WITH THE
COLLABORATIVE PARTNERSHIP ON FORESTS (CPF) IN SUPPORT OF THE
UNITED NATIONS FORUM ON FORESTS (UNFF) AND OTHER RELEVANT INTERNATIONAL AND
REGIONAL ORGANIZATIONS, INSTITUTIONS AND INITIATIVES**

[ITTA, 2006, Article 15]

[ITTC Decision 7(XXX)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

As a founding member of the CPF, ITTO has established, maintained and strengthened cooperation with the UNFF since its establishment in 2000. Following the Ninth Session of the UNFF held from 24 January to 4 February 2011, ITTO and other members of the CPF have been called upon to collaborate and make contributions to the follow-up of the outcomes of the session involving inter-sessional work and preparations leading to the convening of the Tenth Session of the UNFF in Istanbul, Turkey in April 2013.

The follow-up actions, particularly those emanating from the Omnibus Resolution on Forests for People, Livelihoods and Poverty Eradication include, *inter alia*, the Work Plan of the CPF Advisory Group on Finance (AGF) of which ITTO is a member, to coordinate and oversee all preparations for the UNFF work on forest financing to be considered at its Tenth Session. The Work Plan comprises reporting on forest financing, updating the study on forest finance undertaken in 2008, planning and organizing the Organization-led Initiative CLI on Forest Financing and the Second Meeting of the Ad Hoc Expert Group on Forest Financing in 2012 and contributing to the implementation of the Facilitative Process. In addition, there are additional work and preparations for the Tenth Session of the UNFF on the theme 'Forest and Economic Development' and sub-themes on forest products and services, national forest programmes and sectoral policies/strategies, reducing risks and impacts of disaster and benefits of forests and trees to urban communities.

On its own, the CPF has decided to invigorate itself following its Retreat in Italy from 23 to 24 June 2011 in order to better support the UNFF and enhance overall cooperation and collaboration among members, principally through the implementation of the joint CPF initiatives ranging from forest degradation to streamlining forest reporting, advancing a common message on SFM, agroforestry, Global Forest Information Service (GFIS), Rio+20, and Communication Group.

II. Description

Through this activity, ITTO will be able to collaborate and contribute concretely and meaningfully to the work of the UNFF and CPF by providing relevant inputs, participating effectively in the relevant work and meetings of the UNFF and CPF and their activities and shouldering part of the costs of these activities on the basis of equitable cost-sharing with other members of the CPF.

III. Expected Outputs

- a) Representation of ITTO at UNFF and CPF enhanced;
- b) Cooperation and collaboration between ITTO, UNFF and CPF maintained and strengthened;
- c) ITTO's outreach, communication and interaction at international and regional levels broadened;
- d) Perspective and interests of tropical forests and timber in UNFF and CPF work and activities adequately presented;
- e) ITTO's knowledge and awareness of major and emerging forest issues and developments enhanced; and
- f) Efficiency and effectiveness of ITTO's work enhanced and synergised through cooperation and collaboration.

- IV. Target Countries** Global
- V. Duration and Timing** 24 months
- VI. Budget** US\$100,000

**SUPPORT FOR THE ITTO CHILDREN'S ENVIRONMENTAL
EDUCATION PROGRAMME ON TROPICAL FORESTS (CEEP)**

[ITTA, 2006, Article 1]

[ITTC Decision 1(XLIV)]

[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

Existing environmental education programmes and backing materials tend to fail to give adequate and up-to-date coverage on tropical forests. The theme of forests is not highlighted or treated with an integrated educational approach. Therefore this niche could be filled by ITTO with this environmental education programme on tropical forests. ITTO's contribution to environmental education would supplement existing systems and support existing guidelines and materials by providing needed information and experience.

At the Forty-fourth Session of the ITTC, the proposal by the Executive Director was presented to the Council to consider the establishment of the CEEP. The Council unanimously approved the proposal.

In 2011, the CEEP convened a side-event in conjunction with the XXIII IUFRO World Congress held in Seoul, Republic of Korea and also produced supplementary teaching materials for school children on "Sustaining Tropical Forest for the Future."

II. Description

This programme is geared towards students in rural and urban settings around the world. The programme emphasizes the importance of forests in the context of climate change. It includes holding an environmental education conference, assistance in establishing school forests and dispatching lecturers. This programme will help fill the gap in the educational content on forests.

III. Expected Outputs

- a) To develop students' awareness, appreciation and commitment to address issues related to sustainable forest management and the environment; and
- b) To help students develop attitudes and actions based on analysis and evaluation of the available information.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$240,000

Activity No. 30

**DECIDE ON ELIGIBLE FELLOWSHIP APPLICATIONS IN 2013 AND 2014 BASED ON THE
RECOMMENDATIONS OF THE FELLOWSHIP SELECTION PANEL**

*[ITTC Decision 4(XXVII)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]*

I. Background

The ITTO Fellowship programme began in 1989 under PD 60/89(M,F,I) and was replaced by PD 001/93 (M,F,I) in 1993 which was also subsequently replaced in 1999 by the Freezailah Fellowship Fund through Council Decision 4(XXVII). As at November this year, the Programme which began in 1989, has enabled more than 1,180 young and mid-career people from over 42 countries working for governments, research institutions, universities, civil society and the private sector to pursue their professional development and improved their career prospects. The Fellowships are awarded mainly to nationals of ITTO Producer member countries.

II. Description

Based on the strategic priority 6 of the ITTO Strategic Action Plan 2013-2018 on “Building and Developing Human Resource Capacity to implement SFM and increase trade in forest goods and services from sustainably managed forests” the Fellowship programme is geared towards building capacity in the following priority areas:

- Improving the transparency of the tropical timber market
- Improving marketing and distribution of tropical timber species from
- Improving market access for tropical timber exports from sustainably managed source ;
- Securing the tropical timber resource base;
- Improving the tropical timber resource base, including through the application of criteria and indicators for sustainable forest management;
- Enhancing, technical, financial and human capacities to manage the tropical timber resource base;
- Promoting increased and further processing of tropical timber from sustainably managed sources;
- Improving marketing and standardization of tropical timber exports; and
- Improving efficiency of processing tropical timber from sustainable sources.

III. Expected Outputs

100-120 Awards for the two year period of 2013-2014 as established by Decision 4(XXVIII).

IV. Target Countries ITTO producer member countries

V. Duration and Timing 24 months

VI. Budget US\$820,000

STRENGTHENING THE CAPACITY TO PROMOTE EFFICIENT WOOD PROCESSING TECHNOLOGIES IN TROPICAL TIMBER PRODUCING COUNTRIES

[ITTA, 2006, Articles 1(f), (i)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

Forest industries generate value to the tropical forest resources thereby critically contributing to their sustainable management. Since 2000 there has been a decline both in tropical sawnwood and tropical plywood. Examples of problems in forest industries include structural deficiencies and managerial weaknesses. The latter is particularly common in small and medium-sized enterprises (SMEs). Management systems in SMEs may be inadequate for the effective planning and control of operation, posing difficulties for effective supply chain management and product tracking. These enterprises may not have sufficient capacity to apply appropriate technology and management methods, which may be a barrier to integration with established supply chains. There is a lack of efficiency in wood processing that cause a high rate of waste/residue. Only 15% of the timber volume felled ends up in the value added products and the rest is lost. About a half of the felled volume remains in the forest and the remaining 25% is industrial residue from the primary and secondary processing.

In view of overcoming the above situation, it will be necessary for producers in tropical countries to improve their capacity to promote efficient wood processing technology to help reduce wastes and improve quality of products. For this purpose there is a need to make provisions for convening in-house training at country level to promote efficiency in wood processing industries.

II. Description

The activity is intended to pilot the applicability of training approaches and methodologies developed in the implementation of ITTO Project PD 286/04 Rev. 1 (I) 'Strengthening the Capacity to Promote Efficient Wood Processing Technologies in Indonesia'. This pilot activity will be undertaken in producing member countries in Africa, Asia Pacific and Latin America and the Caribbean Regions in which their forest industries production chains encounter problems of inefficiency and lack of human resource capacity. Forest industries, forest industry associations, forestry trainings and research institutions, as well as representatives from relevant government's agencies will take part in the in-house training. During the implementation of the 2010-2011 BWP, this activity has been carried out in PNG, Guyana, Myanmar, and Malaysia. Under the 2012-2013 BWP the applicability of this activity has been tested in Ghana and will be further tested in other producer member countries, including Africa and Latin America and the Caribbean.

The scope of the in-house training will include strengthening capacity in common problem areas in the wood-based industries, namely: log stocking and loading, kiln drying and boilers, saw doctoring, finger joint-ing, laminating, packaging, waste control, maintenance and work safety.

An international consultant will be engaged as the trainer. The consultant will prepare the training modules/materials and facilitate the trainings, assist the national consultant in planning and organizing the training, and prepare a report of the overall implementation of the activities. A national consultant will be selected to organize and facilitate the in-house training. The specific tasks will include selecting two participating companies for in-house trainings, identify participants, and prepare the report of the in-house training implementation.

III. Expected Outputs

- a) Awareness and understanding of forest industry managers/owners, government training and research institutions increased on the importance of improving efficiency in forest industries;
- b) Improve knowledge, skill and mentality of forest industry operators; and
- c) Validated approaches and methodology of in-house training applicable to be further disseminated and implemented in different places.

IV. Target Countries Selected ITTO producing member countries

V. Duration and Timing 24 months

VI. Budget US\$250,000

Activity No. 32

**FACILITATING TECHNOLOGY AND KNOWLEDGE SHARING TO ENHANCE
SUSTAINABLE FOREST INDUSTRY AMONG ITTO PRODUCING MEMBER COUNTRIES**

[ITTA, 2006, Articles 1(f), (l), (o), (p)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

The capacity of ITTO producing member countries to improve efficiency in the harvesting, processing and marketing tropical timber and timber products needs to be strengthened in order to ensure the sustainability of their forest industries and tropical forest resources. To this end, it is essential for forest industries to have skilled human resources at all levels and in all functions. Government, industry and relevant organizations and research and training institute should explore suitable ways and create appropriate training opportunities to improve skills of their human resources.

For the above purpose, ITTO will facilitate sharing technologies and knowledge among ITTO producing member countries. South-south cooperation has been well acknowledged as an effective and efficient means of instrument for sharing capacity building, including:

- Technological innovation in the forest industry;
- Development of new products;
- The reuse and recycling of by-products and waste; and
- Improved forest management systems and supply systems including low-impact logging.

Among ITTO producing member countries, some countries have succeeded to develop technologies and knowledge hubs in different fields of forest industries. The developed expertise can be shared with other ITTO producing member countries through capacity building activities. Technologies and knowledge acquired from the successful implementation of ITTO projects in the producer member countries maybe fully utilized by the leading countries. In this context, ITTO will contribute to the development of south-south cooperation.

II. Description

Facilitate capacity building activities by knowledge hub countries for countries with less developed forest industry by making provision to conduct training workshop:

- a) Identify knowledge hub countries in each of the major forest industry fields (e.g. efficient wood processing, biomass energy, RIL, implementation of code of conduct);
- b) Engage research/training center of knowledge hub countries in designing appropriate training workshops; and
- c) Organize specific training workshop and identify participants from ITTO producer member countries with less developed forest industry.

III. Expected Outputs

- a) Increased knowledge and capacity of the training workshop participants;
- b) At least three training workshops carried out with selected participants from ITTO producing member countries; and
- c) Awareness and knowledge on the need of sustainable forest industry disseminated.

- | | |
|-------------------------------|---|
| IV. Target Countries | ITTO producing member countries with less developed forest industries |
| V. Duration and Timing | 24 months |
| VI. Budget | US\$200,000 |

MATCHING THE NEEDS OF THE FOREST INDUSTRY WITH INNOVATIONS, TECHNOLOGIES AND KNOW-HOW DEVELOPED THROUGH ITTO PROJECTS

[ITTA, 2006, Articles 1(f), (i), (p)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

During the last 10 years ITTO projects under the Committee of Forest Industry have produced a number of innovations, technologies and related expertise in fields, such as:

- Reduced impact logging;
- Processing of small diameter logs;
- Use of lesser known timber species;
- Further processing of selected timber species, such as rubber wood, teak and Acacia mangium;
- Kiln drying of lumber;
- Resin tapping and processing;
- Processing of rattans;
- Use of timber residues;
- Bioenergy, etc.

As recognized in the ITTO Action Plan 2008-2011, the role of Small-Medium Enterprises (SMEs) has been growing in the national and international markets of forest products. Findings, outputs and lessons from completed ITTO project are valuable sources to support the development SMEs in forest industry sector.

II. Description

ITTO can further contribute to the development of forest industry by disseminating developed technologies and know-how that match the current needs of SMEs, by making provisions to:

- Identify, in cooperation with relevant forest industry associations in producer and consumer member countries, the current needs of SMEs, for efficient production and processing of timber and forest resource utilization;
- Specify appropriate technology or know-how from among those developed through recent ITTO projects that matches respective needs of SMEs;
- Support selected producer member countries, in partnership with their industry associations, in facilitating the application and adoption of the relevant innovation, technology or know by SMEs; and
- Hold an international workshop to disseminate the results of the finding.

III. Expected Outputs

- a) Identified updated needs of forest industry, particularly SMEs;
- b) Specified technologies and know-how that match the needs of forest industry; and
- c) Increased capacity of forest industry in at least three producer member countries with disseminated information.

IV. Target Countries Selected ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$150,000

**ENHANCE THE TECHNICAL CAPACITY OF MEMBER COUNTRIES, PARTICULARLY
DEVELOPING MEMBER COUNTRIES, TO MEET THE STATISTICS AND REPORTING REQUIREMENTS**

*[ITTA, 2006, Article 28(5)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]*

I. Background

The level and quality of reporting on forestry sector statistics by ITTO producer countries is variable and many countries are unable to meet their international and national statistical reporting requirements. Although ITTO has conducted a number of regional statistical training workshops, country-level assistance is also required because each country's problems and solutions will differ and a more effective approach is to tailor training needs accordingly.

II. Description

The purpose of this activity is to support four country-level training workshops or other activities, on request, to enable producer countries to meet their reporting requirements on forestry sector statistics. Although the objectives of country-level workshops will be tailored to specific needs, these will include the following:

- a) Establish and reinforce a network of forest products statistical correspondents;
- b) Review and assess the current state of national forest products statistics at regional and national levels, identifying the main weaknesses and constraints of the current systems;
- c) Improve the framework for future national statistical processes, including methodologies for statistical reporting and requirements for resources and equipment;
- d) Provide training on standardized international definitions as a base for completing the Joint Forest Sector Questionnaire; and
- e) Promote an information culture.

III. Expected Outputs

- a) Information on the status and constraints of current national forestry sector statistics discussed;
- b) The network of different actors in the value chain, including the public and private sectors, are linked to generate national statistics on production, consumption and trade in wood products. Agreement is reached on sustainable cooperation on forestry sector statistics between the various agencies;
- c) A roadmap for strengthening the national system of forest products national and international statistical reporting is developed; and
- d) The country's international reporting requirements and requirements of the ITTO Joint Forest Sector Questionnaire are understood.

IV. Target Countries ITTO member countries

V. Duration and Timing 24 months

VI. Budget US\$100,000

**PROMOTE THE PUBLICATION, DISSEMINATION AND APPLICATION OF THE
REVISED ITTO GUIDELINES FOR THE SUSTAINABLE MANAGEMENT OF
NATURAL TROPICAL FORESTS**

[ITTA, 2006, Articles 1(c), (f), (l), (o), (p)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

**(A) SUPPORT FOR THE FINAL REVISION OF THE DRAFT REVISED ITTO PRINCIPLES AND GUIDELINES
FOR THE SUSTAINABLE MANAGEMENT OF NATURAL TROPICAL FORESTS WITH THE OBJECTIVES
OF RESTRUCTURING THEM IN TWO COMPONENTS SUCH AS CORE AND ADDITIONAL COMPONENTS
AND OF SIMPLIFYING THEM TO ENSURE THEIR EFFECTIVE IMPLEMENTATION**

I. Background

The draft revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests has been reviewed by the CRF at its Forty-fifth and Forty-sixth Sessions. The revision of the ITTO Guidelines for the Sustainable Management of Natural Tropical Forests had been prepared by two consultants, Dr. Juergen Blaser (Switzerland) and Dr. Cesar Sabogal (Peru) with inputs from two experts meetings in Thun, Switzerland in June 2010 and in Antimary, Brazil in August 2011. The revised draft was presented by Dr. James K. Gasana to the CRF at its Forty-fifth Session in November 2011. The Committee at the Forty-fifth Session considered that more time was needed to allow ITTO Members to provide comments. Subsequently, ITTO Secretariat requested Member Countries to provide comments on the draft. After receiving the comments, the ITTO Secretariat established a validation process for the draft Guidelines by engaging a consultant to prepare a new working draft integrating the comments received from Members, and organizing three regional validation workshops in Asia, Africa and Latin America. The Committee at its Forty-sixth Session reviewed the draft revised ITTO Principles and Guidelines and recommended that with the support of two consultants, these Principles and Guidelines should be further revised in order to present them into two components – core and optional components and to simplify them to ensure their effective implementation.

II. Description

The consultants (one from a producer member country and the other from a consumer country) shall produce a final draft of the revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests incorporating member comments by 1 August 2013 and attend the Forty-ninth Session of the Council in November 2013.

In revising the draft revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests, the consultants should:

- a) Restructure the draft revised Principles and Guidelines by presenting them into two components such as core and optional components taking into account member comments
- b) Simplify the draft revised Principles and Guidelines which are not essential in order to reduce the length of revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests and to ensure their effective implementation.

The final draft of the revised Principles and Guidelines produced by the consultants should also take into consideration: the ITTA, 2006; Strategic Action Plan 2013-2018; other relevant ITTO Guidelines; existing SFM guidelines (e.g. the UK Forestry Standard).

IV. Expected Outputs

Approval of the revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests at its Forty-ninth Session of the Council

IV. Target Countries	ITTO member countries
V. Duration and Timing	12 months in 2013
VI. Budget	US\$ 35,000

Activity No. 35(b)

**PROMOTE THE PUBLICATION, DISSEMINATION AND APPLICATION OF THE
REVISED ITTO GUIDELINES FOR THE SUSTAINABLE MANAGEMENT OF
NATURAL TROPICAL FORESTS**

**(B) PUBLISH THE REVISED PRINCIPLES AND GUIDELINES AS A POLICY DOCUMENT IN THE
THREE LANGUAGES (ENGLISH, FRENCH AND SPANISH) AFTER COUNCIL APPROVAL AND
DISSEMINATE THESE GUIDELINES TO KEY STAKEHOLDERS IN
ITTO MEMBER COUNTRIES AND THE INTERNATIONAL COMMUNITY**

[ITTA, 2006, Articles 1(c), (f), (l), (o), (p)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

The revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests has been submitted to the relevant Committee for Council approval. These revised Principles and Guidelines constitute an international reference document for the development or improvement of national and sub-national guidelines for the sustainable management of natural forest tropical forests. They also provide a reference on technical issues both at the landscape scale and forest management unit scale. The specific objectives of the revised Guidelines include:

- To facilitate the identification of the framework conditions for the application of forest management guidelines in natural tropical forests for the sustainable delivery of forest goods and ecosystem services;
- To provide guidance for addressing the policy, legal, institutional, ecological social and economic issues that need to be taken into account in the planning, implementation and evaluation of SFM;
- To stimulate the adoption of appropriate and adaptive management practices to maintain the capacity of natural tropical forests
- To inform international processes that deal with globally relevant issues such as climate change and biodiversity about the role that sustainable management of natural tropical forests can play in such issues.

II. Description

Following Council approval on the revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests, these revised Guidelines will be produced as a policy document in the three languages (English, French and Spanish) through designing and translation. This activity will promote the dissemination of the revised guidelines along with promotional materials such as a memory stick and posters to key stakeholders in ITTO member countries. It will also include the dissemination of the revised Guidelines amongst the international community through special events to be held at UNFF and FAO.

III. Expected Outputs

- a) Publication of the revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests in the three languages along with promotional materials for dissemination and
- b) Dissemination of the revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests to key stakeholders in ITTO member countries and the international community

IV. Target Countries ITTO member countries

V. Duration and Timing 12 months in 2014

VI. Budget US\$ 100,000

**PROMOTE THE PUBLICATION, DISSEMINATION AND APPLICATION OF THE
REVISED ITTO GUIDELINES FOR THE SUSTAINABLE MANAGEMENT OF
NATURAL TROPICAL FORESTS**

**(C) ORGANIZE THREE REGIONAL CAPACITY BUILDING TRAINING WORKSHOPS
(ONE IN EACH TROPICAL REGION) TO FACILITATE THE EFFECTIVE AND WIDER APPLICATION OF
THE REVISED SFM PRINCIPLES AND GUIDELINES IN PARTICULAR TO REVITALIZE AND RENEW
THE BASICS OF
SUSTAINABLE FOREST MANAGEMENT ESPECIALLY AMONG PROFESSIONAL FORESTERS OF
PRODUCER COUNTRIES**

[ITTA, 2006, Articles 1(c), (f), (l), (o), (p)]
[ITTO Strategic Action Plan 2013-2018, Strategic Priority 6]

I. Background

The revised Principles and Guidelines are designed as a basis for policy decisions and as a technical reference that can be used or adapted to the needs and capacities of users. They are intended for governments, public and private organizations and actors, professional practitioners and associations, scientific, educational and research institutions, civil society organizations and other groups and bodies engaged in sustainable forest management.

II. Description

This activity will promote the wider application of the revised ITTO Principles and Guidelines for Sustainable Management of Natural Tropical Forests through the organization of three regional capacity building training workshops. The main target groups for these training workshops include policy makers in government agencies and civil society organizations dealing with conservation and management of tropical forests. They will also include forest managers at forest management units.

- Prepare a training module featuring key subjects of the revised SFM Principles and Guidelines and including lessons learned from the implementation of SFM. These will include enabling conditions for SFM such as legal, policy and institutional framework to promote the supportive national policies, strong institutions, laws and regulations and good governance which are essential to SFM;
- Organize and conduct three regional capacity training workshops (one in each tropical region) with the participation of policy makers in government agencies and civil society organizations as well as forest management practitioners at forest management units;
- Prepare and present a report at the Forty-eighth Session of the Committee on Reforestation and Forest Management containing the outcome of the three regional capacity building training workshops

III. Expected Outputs

- a) Training modules featuring key subjects of the revised SFM Guidelines.
- b) Improved capacities of the workshop participants in the planning, implementation and evaluation of SFM and dissemination of SFM knowledge and
- c) Report compiling the outcome and lessons learned from the implementation of the three regional capacity building workshops as well as recommendations for future capacity building programmes/activities

IV. Target Countries ITTO member countries

V. Duration and Timing 12 months in 2014

VI. Budget US\$ 240,000

CONDUCT A MID-TERM REVIEW OF THE THEMATIC PROGRAMMES

*[ITTA, 2006, Articles 20, 24.3, 25]
[ITTC Decisions 9(XLIV), 8(XLIV), 10 (XLIV)]*

I. Background

The Thematic Programmes (TP) are enshrined in the ITTA, 2006 as one of the strategies to implement the Organization's policy and project work. Taking into account the outcomes and recommendations of the ITTO Meta Evaluation in 2011 and the evaluation on the operational effectiveness of the implementation of the pilot phase of the Thematic Programmes in 2012, the activity will conduct a mid-term review of all TPs towards the achievement of the programmatic objectives, coherence of ongoing/completed projects and complementarity of TPs with other related key programmes and initiatives.

II. Description

The activity will conduct a mid-term review of the five Thematic Programmes approved by the Council in 2008 [Decision 9 (XLIV)]. The review will be conducted by a panel composed of two members from each Thematic Programme Advisory Committee (TPAC), one representative from the Trade Advisory Group (TAG) and one representative from the Civil Society Advisory Group (CSAG).

The panel will review, analyze and evaluate the progress and achievements towards the identified TP objectives, taking into account the level of funds provided by donors. The review will consider, inter alia, project/programme reports, completion reports, technical reports or results of relevant mid-term or ex-post evaluations undertaken, apply the TP Monitoring Protocols and include an assessment of progress and achievements, including lessons learned. The review will also consider the programmatic coherence of ongoing/completed projects including a gap analysis, and the complementarity of the ITTO Thematic Programmes with other (non-ITTO) related key programmes or initiatives at various levels. It will also identify new and emerging issues that warrant the establishment of new TPs, their institutional arrangements and opportunities for additional funding.

- a) Assessment of progress and achievements toward meeting TP objectives including lessons learned;
- b) Assessment of the programmatic coherence of ongoing/completed projects and gap analysis and as recommendations to improve programmatic coherence as appropriate;
- c) Identification of new and emerging issues that warrant the establishment of new TPs and their institutional arrangements;
- d) Identification of concrete actions to, inter alia, extend lessons learned and best practices to benefit member countries, improve the programmatic coherence of projects and enhance coordination with other key actors (e.g. UNFCCC, UN-REDD, World Bank, FLEGT).

IV. Target Countries ITTO member countries

V. Duration and Timing One week

VI. Budget US\$100,000

MOBILIZE NEW FUNDING AND PARTNERSHIPS FOR ITTO AND ITS OBJECTIVES*[ITTA, 2006 Article 1 (g), (j)]***I. Background**

ITTO and its objectives are critical in a world where the sustainable management and conservation of tropical forests is receiving increasing attention and concern. As the organization enters a new era under ITTA, 2006, ITTO should seize the opportunity to develop and implement an innovative and proactive fundraising strategy. This will require the Executive Director, the Secretariat and ITTO's members to think creatively and learn from the successful strategies of other intergovernmental organizations, NGOs, and others. This effort should be led by an energized Secretariat, actively supported by members and partners in the NGO and private sector worlds.

II. Description

This 24-month activity will be divided into a first year of preparing and launching a funds mobilization and partnership strategy and a second year of active implementation. Specific activities will be refined in the first quarter of year one, but are expected to include, in the first year:

- a) Formation of an informal, open-ended ad hoc advisory group including producer and consumer members and stakeholders to advise the Executive Director in developing and launching the strategy
- b) Drafting of a proposal of fund mobilization and partnership strategy/action plan by the Secretariat
- c) Convening of one or more meetings of members, partners and resource persons to:
 - Refine a concise and compelling fundraising message;
 - Identify potential sources of financing and tailoring the message for different potential donors;
 - Seek the perspective of potential funders on ITTO's strengths and weaknesses;
 - Identify possibilities for co-financing activities and projects as well as for income generation from ITTO products;
 - Develop the Terms of Reference and recruitment strategy for a temporary fundraising professional to assist the Executive Director;
 - Refine the draft funds mobilization and partnership strategy/action plan.
- d) Further consultation and refinement of the strategy
- e) Submit a draft strategy and progress report to the Forty-ninth Session of the Council

Year Two activities will be defined in detail during Year One, and will be provided in a report to the Council at its Forty-ninth Session.

III. Expected Output and Outcomes

The overall expected outcome is realization of the funds mobilization targets contained in the ITTO Strategic Action Plan 2013-2018.

Specific outputs and indicators will be developed as part of the fundraising strategy, but will be oriented around the following principles:

- a) Increased funding and partnerships for achieving ITTO priorities
- b) Diversification of funding sources
- c) Sustainability of funding over time

IV. Target Countries	Global
V. Duration and Timing	24 months
VI. Budget	US\$100,000