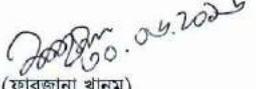


ক্রঃ নং	অর্থঃ কোড	অঙ্গের বিবরণ	একক	প্রাক্কলিত ব্যয়				
				সংখ্যা/ পরিমাণ	জিওবি (বেঃ মুঃ)	প্রঃ সাঃ (আরপিএ)	মোট	
১৫	৪৮৭৪	ক্যাপাসিটি নিড এসেসমেন্ট স্পেশালিস্ট	জনমাস	৪	০	৯.৩৬০	৯.৩৬০	
১৬	৪৮৭৪	ইনস্টিটিউশনাল এরেক্সমেন্ট স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০	
১৭	৪৮৭৪	REL/RLএন্ড সাব ন্যাশনাল REL/RLs ক্যাপাসিটি বিল্ডিং, ডেভলপমেন্ট এন্ড ডেলিভেশন স্পেশালিস্ট	জনমাস	১৬	০	৩৭.৪৪০	৩৭.৪৪০	
১৮	৪৮৭৪	পলিসি এন্ড ল এনালাইসিস এন্ড গর্ভন্যান্স স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০	
১৯	৪৮৭৪	ক্লাইমেট চেঞ্জ ভালনারেবিলিটি এসেসমেন্ট স্পেশালিস্ট	জনমাস	৪	০	৯.৩৬০	৯.৩৬০	
২০	৪৮৭৪	ফরেস্ট কভার এন্ড কার্বন স্টক চেঞ্জ এসেসমেন্ট স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০	
২১	৪৮৭৪	ডিফারেন্সেশন এন্ড ডিগ্রেডেশন এসেসমেন্ট স্পেশালিস্ট	জনমাস	৯	০	২১.০৬০	২১.০৬০	
২২	৪৮৭৪	রিমোট সেনসিং স্পেশালিস্ট	জনমাস	৯	০	২১.০৬০	২১.০৬০	
২৩	৪৮৭৪	এমআরডি স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০	
২৪	৪৮৭৪	টেকনিকাল ক্যাপাসিটি বিল্ডিং অন দি -CHG ইনডেন্টরী ফর দি LULUCEF সেক্টর এন্ড ইনডাট্রিশিয়াল সাপোর্ট স্পেশালিস্ট	জনমাস	১৬	০	৩৭.৪৪০	৩৭.৪৪০	
২৫	৪৮৭৪	ডাটা কালেকশন এন্ড ডাটা ম্যানেজমেন্ট সিস্টেম ইনটিগ্রেশন এন্ড ডকুমেন্টেশন স্পেশালিস্ট	জনমাস	১০	০	২৩.৪০০	২৩.৪০০	
						উপ-মোট জাতীয় পরামর্শক :	২৯২.৫০০	২৯২.৫০০
						আন্তর্জাতিক পরামর্শক		
২৬	৪৮৭৪	REL/RLএন্ড সাব ন্যাশনাল REL/RLs ক্যাপাসিটি বিল্ডিং, ডেভলপমেন্ট এন্ড ডেলিভেশন স্পেশালিস্ট	জনমাস	৪	০	৩৭.৪৪০	৩৭.৪৪০	
২৭	৪৮৭৪	টেকনিকাল ক্যাপাসিটি বিল্ডিং অন দি -CHG ইনডেন্টরী ফর দি LULUCEF সেক্টর ইনডাট্রিশিয়াল সাপোর্ট স্পেশালিস্ট	জনমাস	৩	০	২৮.০৮০	২৮.০৮০	
২৮	৪৮৭৪	ডাটা কালেকশন এন্ড ডাটা ম্যানেজমেন্ট সিস্টেম ইনটিগ্রেশন এন্ড ডকুমেন্টেশন স্পেশালিস্ট	জনমাস	২	০	১৮.৭২০	১৮.৭২০	
						উপ-মোট আন্তর্জাতিক পরামর্শক :	৮৪.২৪০	৮৪.২৪০
						এফএ ঢাকা স্টাফ		
২৯	৪৮০৪	এমআরডি কোঅর্ডিনেটর	—	৩৬	০	৬২.২৮৩	৬২.২৮৩	
৩০	৪৮০৪	ফাইন্যান্স অফিসার	—	৩৬	০	৩৩.২২১	৩৩.২২১	
৩১	৪৮০৪	ফাইন্যান্স এসিস্ট্যান্ট	—	৩৬	০	২৭.৬৮৪	২৭.৬৮৪	
৩২	৪৮০৪	ন্যাশনাল অপারেশন এসিস্ট্যান্ট	—	৩৬	০	২৭.৬৮৪	২৭.৬৮৪	
৩৩	৪৮০৪	অফিস মেনেনজার	—	৩৬	০	১০.৮০০	১০.৮০০	
৩৪	৪৮০৪	এফএও হেডকোয়ার্টার-এর ব্যাকস্টপিং মিশন	—	থোক	০	২৯৬.৬৫০	২৯৬.৬৫০	
						উপমোট (এফএও)	৪৫৮.৩২২	৪৫৮.৩২২
						উপ-মোট (রাজস্ব):	১,৫৮৪.১০০	১,৫৮৪.১০০
						খ) মূলধন ব্যয়		
						সম্পদ সংগ্রহ ও ক্রয়		
৩৫	৬৮১৫	ডেস্কটপ কম্পিউটার	সংখ্যা	৬	০	৬.০০০	৬.০০০	
৩৬	৬৮১৫	ল্যাপটপ কম্পিউটার	সংখ্যা	৬	০	৬.০০০	৬.০০০	
৩৭	৬৮১৯	লেজার প্রিন্টার	সংখ্যা	২	০	৩.০০০	৩.০০০	
৩৮	৬৮১৯	স্কেনার	সংখ্যা	১	০	০.৬৫০	০.৬৫০	
৩৯	৬৮৬৯	এয়ারকন্ডিশনার (স্প্লিট টাইপ)	সংখ্যা	২	০	২.০০০	২.০০০	
৪০	৬৮২১	আসবাবপত্র	থোক	থোক	০	৭.০০০	৭.০০০	
৪১	৬৮১৩	সার্ভে যন্ত্রপাতি	থোক	থোক	০	৯.৩৬০	৯.৩৬০	

৪

ক্রঃ নং	অর্থঃ কোড	অঙ্গের বিবরণ	একক	প্রাক্কলিত ব্যয়			
				সংখ্যা/ পরিমাণ	জিওবি (বৈঃ মঃ)	প্রঃ সাঃ (আরপিএ)	মোট
৪২	৬৮১৭	কম্পিউটার সফটওয়্যার	থোক	থোক	০	১.৯৫০	১.৯৫০
৪৩	৬৮১৫	জিপিএস	সংখ্যা	১৭	০	১৭.১৬০	১৭.১৬০
৪৪	৬৮৫১	অন্যান্য	থোক	থোক	০	১৪.৮২০	১৪.৮২০
৪৫	৬৮১৫	সার্ভার	সংখ্যা	১	০	২৪.৯৬০	২৪.৯৬০
উপ-মোট (মূলধন ব্যয়)ঃ						৯২.৯০০	৯২.৯০০
মোট (রাজস্ব + মূলধন) ঃ						১,৬৭৭.০০০	১,৬৭৭.০০০
ইউএনডিপি এবং এফএও এর সার্ভিস চার্জ (৭%)						১১৭.৩৯০	১১৭.৩৯০
সর্বমোট ঃ						১,৭৯৪.৩৯০	১,৭৯৪.৩৯০

৪। প্রতিপাতায় স্বাক্ষরিত ডিপিপি ০১ (এক) প্রস্থ পরবর্তী প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য প্রেরণ করা হল।


 ০৬.০৬.২০২৬
 (ফারজানা খানম)
 সহকারী প্রধান
 ফোনঃ ৯৫৪০২৬০

সদয় অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য অনুলিপি (জ্যেষ্ঠতার ক্রমানুসারে নয়) ঃ

- ১। সিনিয়র সচিব, জনপ্রশাসন মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ২। সিনিয়র সচিব, অর্থবিভাগ, অর্থ মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৩। সিনিয়র সচিব, অর্থনৈতিক সম্পর্ক বিভাগ (ইআরডি), শের-ই-বাংলা নগর, ঢাকা।
- ৪। সচিব, মহিলা ও শিশু বিষয়ক মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৫। সচিব, বিজ্ঞান ও প্রযুক্তি মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৬। সদস্য, কার্যক্রম বিভাগ, পরিকল্পনা কমিশন, শের-ই-বাংলা নগর, ঢাকা।
- ৭। সদস্য, কৃষি পানি সম্পদ ও পল্লী প্রতিষ্ঠান বিভাগ, পরিকল্পনা কমিশন, শের-ই-বাংলা নগর, ঢাকা।
- ৮। সদস্য, সাধারণ অর্থনীতি বিভাগ, পরিকল্পনা কমিশন, শের-ই-বাংলা নগর, ঢাকা।
- ৯। সচিব, বাস্তবায়ন পরিবীক্ষণ ও মূল্যায়ন বিভাগ, শের-ই-বাংলা নগর, ঢাকা।
- ১০। প্রধান বন সংরক্ষক, বন অধিদপ্তর, বন ভবন, আগারগাঁও, ঢাকা।
- ১১। প্রধান হিসাব রক্ষণ কর্মকর্তা, পরিবেশ ও বন মন্ত্রণালয়, এজিবি ভবন, সেগুনবাগিচা, ঢাকা।
- ১২। প্রকল্প পরিচালক, "ইউ-এন রেড বাংলাদেশ জাতীয় কর্মসূচী" শীর্ষক কারিগরি সহায়তা প্রকল্প ও সহকারী প্রধান বন সংরক্ষক (উন্নয়ন পরিকল্পনা), বন অধিদপ্তর, বন ভবন, আগারগাঁও, ঢাকা।

সদয় অবগতির জন্য অনুলিপি ঃ

- ১। মাননীয় মন্ত্রীর একান্ত সচিব, পরিবেশ ও বন মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ২। সচিব মহোদয়ের একান্ত সচিব, পরিবেশ ও বন মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৩। মাননীয় উপমন্ত্রীর একান্ত সচিব, পরিবেশ ও বন মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৪। অতিরিক্ত সচিব (উন্নয়ন) মহোদয়ের ব্যক্তিগত কর্মকর্তা, পরিবেশ ও বন মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৫। উপ-প্রধান মহোদয়ের ব্যক্তিগত কর্মকর্তা, পরিবেশ ও বন মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৬। অফিস কপি।
- ৭। গার্ড ফাইল।

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
পরিকল্পনা কমিশন
কৃষি, পানি সম্পদ ও পল্লী প্রতিষ্ঠান বিভাগ
বন, মৎস্য ও প্রাণিসম্পদ অনুবিভাগ

নং- ২০.৩৩৭.০১৪.০১.১০.০১.২০১৬- ৬৭

তারিখঃ ০৫ আষাঢ় , ১৪২৩
১৯ জুন, ২০১৬

বিষয়ঃ “ইউ-এন রেড বাংলাদেশ জাতীয় কর্মসূচী” শীর্ষক কারিগরি সহায়তা প্রকল্পের অনুমোদন।

নির্দেশক্রমে জানানো যাচ্ছে যে, “ইউ-এন রেড বাংলাদেশ জাতীয় কর্মসূচী” শীর্ষক কারিগরি সহায়তা প্রকল্পটি মাননীয় পরিকল্পনা মন্ত্রী কর্তৃক ০৮-০৬-২০০১৬ তারিখে অনুমোদিত হয়েছে। প্রকল্পটির অনুমোদিত মোট ব্যয় ১৭৯৪.৩৯ লক্ষ (সতের কোটি চৌরানব্বই লক্ষ উনচল্লিশ হাজার) টাকা যা সম্পূর্ণই প্রকল্প সাহায্য (ইউএনডিপি এবং এফএও)ঃ ১৭৯৪.৩৯ লক্ষ টাকা।

২। প্রকল্পটির অনুমোদিত বাস্তবায়ন মেয়াদকাল জুলাই, ২০১৫ থেকে জুন, ২০১৮ পর্যন্ত।

৩। অনুমোদিত কারিগরি সহায়তা প্রকল্পের আইটেমসমূহ ও আইটেমওয়ারী ব্যয় নিম্নরূপঃ

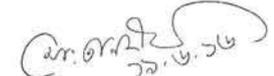
(লক্ষ টাকায়)

ক্রম নং	অর্থঃ কোড	অঙ্গের বিবরণ	একক	প্রাকল্পিত ব্যয়			
				সংখ্যা/ পরিমাণ	মিঃ বি (বেং মুঃ)	প্রঃ সাঃ (আরপিএ)	মোট
বাজখ ব্যয়							
সবরাহ ও সেবা							
১	৪৮০১	ভ্রমণ ভাতা (ট্রান্সপোর্টেশন এন্ড ডিএসএ-আউটকাম)	থোক	থোক	০	৩১১.২৯৮	৩১১.২৯৮
		উপমোট (ভ্রমণ ভাতা)				৩১১.২৯৮	৩১১.২৯৮
		প্রকল্প ব্যবস্থাপনা উইনিট					
২	৪৮০৪	প্রকল্প ব্যবস্থাপক (পিএমইউ)	জনমাস	৩৬	০	৮৪.২৪০	৮৪.২৪০
৩	৪৮০৪	অর্থ ও হিসাব রক্ষক কর্মকর্তা (পিএমইউ)	জনমাস	৩৬	০	৪২.১২০	৪২.১২০
৪	৪৮০৪	কমুনিকেশন এক্সপার্ট (পিএমইউ)	জনমাস	৩৬	০	৫৬.১৬০	৫৬.১৬০
৫	৪৮০৪	গর্ভন্যাগ এক্সপার্ট (পিএমইউ)	জনমাস	৩৬	০	৫৬.১৬০	৫৬.১৬০
৬	৪৮০৪	প্রশাসন সহকারী (পিএমইউ)	জনমাস	৩৬	০	২৮.০৮০	২৮.০৮০
৭	৪৮০৪	প্রোগ্রাম সেক্রেটারী (পিএমইউ)	জনমাস	৩৬	০	২৩.১৭০	২৩.১৭০
৮		উপমোট (প্রকল্প ব্যবস্থাপনা উইনিট (পিএমইউ)				২৮৯.৯৩০	২৮৯.৯৩০
৯	৪৮২৮	স্টেশনারি, সিল ও স্ট্যাম্প (সবরাহ, কমোডিটি, আউটকাম, মেটেরিয়াল)	জনমাস	৩৬	০	১৪৭.৮১০	১৪৭.৮১০
		জাতীয় পরামর্শক					
১০	৪৮৭৪	ওয়ারাইট ডেভলপমেন্ট স্পেশালিস্ট	জনমাস	৪	০	৯.৩৬০	৯.৩৬০
১১	৪৮৭৪	রেড+ এওয়ারনেন্স এন্ড মেটেরিয়াল ডেভলপমেন্ট স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০
১২	৪৮৭৪	লিগাল, পলিসি এন্ড লেজিসলেটিভ ফ্রেম ওয়ার্ক ফর রেড+ স্পেশালিস্ট	জনমাস	৮	০	১৮.৭২০	১৮.৭২০
১৩	৪৮৭৪	ডিফরেন্সেশন এন্ড ফরেন্স ডিগ্রেশন ড্রাইভার আইডেন্টিফিকেশন স্পেশালিস্ট	জনমাস	৯	০	২১.০৬০	২১.০৬০
১৪	৪৮৭৪	রেড+ স্ট্র্যাটজি স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০
১৫	৪৮৭৪	ক্যাপাসিটি নিড এসেসমেন্ট স্পেশালিস্ট	জনমাস	৪	০	৯.৩৬০	৯.৩৬০
১৬	৪৮৭৪	ইনস্টিটিউশনাল এরেক্সমেন্ট স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০
১৭	৪৮৭৪	REL/RLএন্ড সাব ন্যাশনাল REL/RLs ক্যাপাসিটি বিল্ডিং, ডেভলপমেন্ট এন্ড ভেলিডেশন স্পেশালিস্ট	জনমাস	১৬	০	৩৭.৪৪০	৩৭.৪৪০
১৮	৪৮৭৪	পলিসি এন্ড ল এনালাইসিস এন্ড গর্ভন্যাগ স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০
১৯	৪৮৭৪	ক্লাইমেট চেঞ্জ ডালনারেবিটিটি এসেসমেন্ট স্পেশালিস্ট	জনমাস	৪	০	৯.৩৬০	৯.৩৬০
২০	৪৮৭৪	ফরেন্স কন্ট্রোল এন্ড কার্বন স্টক চেঞ্জ এসেসমেন্ট স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০
২১	৪৮৭৪	ডিফরেন্সেশন এন্ড ডিগ্রেশন এসেসমেন্ট স্পেশালিস্ট	জনমাস	৯	০	২১.০৬০	২১.০৬০
২২	৪৮৭৪	রিমোট সেনসিং স্পেশালিস্ট	জনমাস	৯	০	২১.০৬০	২১.০৬০
২৩	৪৮৭৪	এমআরডি স্পেশালিস্ট	জনমাস	৬	০	১৪.০৪০	১৪.০৪০
২৪	৪৮৭৪	টেকনিক্যাল ক্যাপাসিটি বিল্ডিং অর্ন দি -CHG ইনভেন্টরী ফর দি LULUCEF সেক্টর এন্ড ইনডাস্ট্রিয়াল সাপোর্ট স্পেশালিস্ট	জনমাস	১৬	০	৩৭.৪৪০	৩৭.৪৪০
২৫	৪৮৭৪	ডাটা কালেকশন এন্ড ডাটা ম্যানেজমেন্ট সিস্টেম ইনটিগ্রেশন এন্ড ডকুমেন্টেশন স্পেশালিস্ট	জনমাস	১০	০	২৩.৪০০	২৩.৪০০
		উপ-মোট জাতীয় পরামর্শকঃ				২৯২.৫০০	২৯২.৫০০
		আন্তর্জাতিক পরামর্শক					
২৬	৪৮৭৪	REL/RLএন্ড সাব ন্যাশনাল REL/RLs ক্যাপাসিটি বিল্ডিং, ডেভলপমেন্ট এন্ড ভেলিডেশন স্পেশালিস্ট	জনমাস	৪	০	৩৭.৪৪০	৩৭.৪৪০

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ক্রঃ নং	অর্থঃ কোড	অঙ্গের বিবরণ	একক	প্রাকল্পিত ব্যয়			
				সংখ্যা/ পরিমাণ	মিঃবি (বেঃ মঃ)	প্রঃ সাঃ (আঃপিএ)	মোট
২৭	৪৮৭৪	টেকনিক্যাল ক্যাপসিটি বিল্ডিং অন দি -CHG ইনভেস্টরী ফর দি LULUCEF সেক্টর ইনডাস্ট্রিয়াল সাপোর্ট স্পেশালিস্ট	জনমাস	৩	০	২৮.০৮০	২৮.০৮০
২৮	৪৮৭৪	ডাটা কালেকশন এন্ড ডাটা ম্যানেজমেন্ট সিস্টেম ইনটিগ্রেশন এন্ড ডকুমেন্টেশন স্পেশালিস্ট	জনমাস	২	০	১৮.৭২০	১৮.৭২০
		উপ-মোট আন্তর্জাতিক পরামর্শক :				৮৪.২৪০	৮৪.২৪০
		এফএ ঢাকা স্টাফ					
২৯	৪৮০৪	এমআরডি কোঅর্ডিনেটর	—	৩৬	০	৬২.২৮৩	৬২.২৮৩
৩০	৪৮০৪	ফাইন্যান্স অফিসার	—	৩৬	০	৩৩.২২১	৩৩.২২১
৩১	৪৮০৪	ফাইন্যান্স এসিস্ট্যান্ট	—	৩৬	০	২৭.৬৮৪	২৭.৬৮৪
৩২	৪৮০৪	ন্যাশনাল অপারেশন এসিস্ট্যান্ট	—	৩৬	০	২৭.৬৮৪	২৭.৬৮৪
৩৩	৪৮০৪	অফিস মেসেনজার	—	৩৬	০	১০.৮০০	১০.৮০০
৩৪	৪৮০৪	এফএও হেডকোয়ার্টার-এর ব্যাকস্টপিং মিশন	—	থোক	০	২৯৬.৬৫০	২৯৬.৬৫০
		উপমোট (এফএও)				৪৫৮.৩২২	৪৫৮.৩২২
উপ-মোট (রাঃপঃ):					০	১,৫৮৪.১০০	১,৫৮৪.১০০
খ) মূলধন ব্যয়							
সম্পদ সংগ্রহ ও ক্রয়							
৩৫	৬৮১৫	ডেস্কটপ কম্পিউটার	সংখ্যা	৬	০	৬.০০০	৬.০০০
৩৬	৬৮১৫	ল্যাপটপ কম্পিউটার	সংখ্যা	৬	০	৬.০০০	৬.০০০
৩৭	৬৮১৯	লেজার প্রিন্টার	সংখ্যা	২	০	৩.০০০	৩.০০০
৩৮	৬৮১৯	স্কেনার	সংখ্যা	১	০	০.৬৫০	০.৬৫০
৩৯	৬৮৬৯	এয়ারকন্ডিশনার (স্প্লিট টাইপ)	সংখ্যা	২	০	২.০০০	২.০০০
৪০	৬৮২১	আসবাবপত্র	থোক	থোক	০	৭.০০০	৭.০০০
৪১	৬৮১৩	সার্ভে যন্ত্রপাতি	থোক	থোক	০	৯.৩৬০	৯.৩৬০
৪২	৬৮১৭	কম্পিউটার সফটওয়্যার	থোক	থোক	০	১.৯৫০	১.৯৫০
৪৩	৬৮১৫	প্রিন্টার	সংখ্যা	১৭	০	১৭.১৬০	১৭.১৬০
৪৪	৬৮৫১	অন্যান্য	থোক	থোক	০	১৪.৮২০	১৪.৮২০
৪৫	৬৮১৫	সার্ভার	সংখ্যা	১	০	২৪.৯৬০	২৪.৯৬০
উপ-মোট (মূলধন ব্যয়):						৯২.৯০০	৯২.৯০০
মোট (রাঃপঃ + মূলধন) :						১,৬৭৭.০০০	১,৬৭৭.০০০
ইউএনডিপি এবং এফএও এর সার্ভিস চার্জ (৭%)						১১৭.৩৯০	১১৭.৩৯০
সর্বমোট :						১,৭৯৪.৩৯০	১,৭৯৪.৩৯০

৪। অনুমোদিত টিপিপি (প্রত্যেক পাতায় স্বাক্ষরিত) এক প্রস্থ এতদসঙ্গে পরবর্তী ব্যবস্থা গ্রহণের জন্য সংযোজিত হলো।


 (মোঃ তানজীম)
 সহকারী প্রধান
 ফোন : ৯১৮০৮০৭

সচিব

পরিবেশ ও বন মন্ত্রণালয়
 বাংলাদেশ সচিবালয়, ঢাকা।

সদয় অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য অনুলিপি (জ্যেষ্ঠতার ক্রমানুসারে নয়) :

- ১। সিনিয়র সচিব, জনপ্রশাসন মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ২। সচিব, অর্থবিভাগ, অর্থ মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৩। সচিব, অর্থনৈতিক সম্পর্ক বিভাগ, শের-ই-বাংলা নগর, ঢাকা।
- ৪। সদস্য, কার্যক্রম বিভাগ, পরিকল্পনা কমিশন, শের-ই-বাংলা নগর, ঢাকা।
- ৫। সদস্য, সাধারণ অর্থনীতি বিভাগ, পরিকল্পনা কমিশন, শের-ই-বাংলা নগর, ঢাকা।
- ৬। সচিব, বাস্তবায়ন পরিবীক্ষণ ও মূল্যায়ন বিভাগ, শের-ই-বাংলা নগর, ঢাকা।
- ৭। প্রধান বন সংরক্ষক, বন অধিদপ্তর, বন ভবন, আগারগাঁও, ঢাকা।
- ৮। প্রধান হিসাব রক্ষণ কর্মকর্তা, পরিবেশ ও বন মন্ত্রণালয়, এজিবি ভবন, সেগুনবাগিচা, ঢাকা।

সদয় অবগতির জন্য অনুলিপি :

- ১। মাননীয় পরিকল্পনা মন্ত্রীর একান্ত সচিব, পরিকল্পনা মন্ত্রণালয়, শের-ই-বাংলা নগর, ঢাকা।
- ২। মাননীয় পরিকল্পনা প্রতিমন্ত্রীর একান্ত সচিব, পরিকল্পনা মন্ত্রণালয়, শের-ই-বাংলা নগর, ঢাকা।
- ৩। সদস্য (কৃষি) মহোদয়ের একান্ত সচিব, পরিকল্পনা কমিশন, ঢাকা।
- ৪। প্রধান মহোদয়ের ব্যক্তিগত কর্মকর্তা, কৃষি, পানি সম্পদ ও পল্লী প্রতিষ্ঠান বিভাগ, পরিকল্পনা কমিশন, ঢাকা।



Empowered lives.
Resilient nations.

**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF ENVIRONMENT AND FOREST**

TECHNICAL PROJECT PROFORMA (TPP)

Project Title : UN-REDD Bangladesh National Programme
Executing Entity : Ministry of Environment & Forests
Implementing Entity : Bangladesh Forest Department
Implementing Partner : United Nations Development Programme (UNDP)
Food and Agriculture Organization (FAO)
Programme Period: : FY 2015-2016 to FY 2017-2018

Project ID	: 00093415
Start date:	: July 2015
End Date	: June 2018

Allocated Resource	: \$ 23,00,500
UNDP Grant	: \$ 12,30,500
FAO Grant	: \$ 10,70,000



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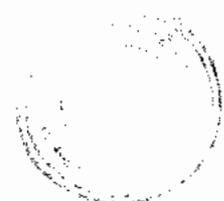
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Acronyms

ACCF	Assistant Chief Conservator of Forests
ADB	Asian Development Bank
ADP	Annual Development Programme
AFOLU	Agriculture, Forest and Other Land Use
APR	Annual Project Report
AWP	Annual Work Plan
BARC	Bangladesh Agricultural Research Council
BARI	Bangladesh Agricultural Research Institute
BBS	Bangladesh Bureau of Statistics
BCAS	Bangladesh Centre for Advanced Studies
BCCRF	Bangladesh Climate Change Resilience Fund
BCCSAP	Bangladesh Climate Change Strategic Action Plan
BCCTF	Bangladesh Climate Change Trust Fund
BELA	Bangladesh Environmental Lawyers Association
BFIDC	Bangladesh Forest Industries Development Corporation
BFRI	Bangladesh Forest Research Institute
BGDP	Bangladesh Green Development Programme
BRAC	Bangladesh Rural Advancement Committee
BRDB	Bangladesh Rural Development Board
BRII	Bangladesh Rice Research Institute
BWDB	Bangladesh Water Development Board
CBOs	Community-Based Organizations
CCC	Climate Change Cell
CCF	Chief Conservator of Forests
CCRF	Climate Change Resilience Fund
CCU	Climate Change Unit
CDM	Clean Development Mechanism of the Kyoto Protocol
CDMP	Comprehensive Disaster Management Programme
CEPA	Communication, Education and Public Awareness
CF	Conservator of Forests
CHT	Chittagong Hill Tracts
CHTDF	Chittagong Hill Tracts Development Facility (UNDP-supported project)
CMC	Co-management Committee
CMO	Co-management Organisation
CSO	Civil Society Organisation
DAE	Department of Agriculture Extension
DC	District Commissioner
DCCF	Deputy Chief Conservator of Forests
DCF	Deputy Conservator of Forests
DDMC	District Disaster Management Committee
DEFDC	District Environment and Forest Development Committee
DFID	Department for International Development
DFO	Divisional Forest Officer
DoE	Department of Environment
EF	Emission Factor
EIA	Environmental Impact Assessment
ERD	Economic Relations Division
FAO	Food and Agriculture Organisation of the United Nations
FCPF	Forest Carbon Partnership Facility
FD	Forest Department
FMS	Forest Monitoring System

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FRMP	Forest Resources Management Project
FSMP	Forestry Sector Master Plan
GEF	Global Environment Facility
GHG	Greenhouse Gas
GHG-I	Greenhouse Gas Inventory
GIS	Geographic Information System
GIZ	German Development Cooperation
GoB	Government of Bangladesh
IPAC	Integrated Protected Area Co-management (USAID-funded project)
IPCC	Intergovernmental Panel on Climate Change
LULUCF	Land Use, Land Use Change and Forestry
M & MRV	Monitoring and Measurement, Reporting and Verification
MoA	Ministry of Agriculture
MoCHTA	Ministry of Chittagong Hill Tract Affairs
MoEF	Ministry of Environment and Forests
MoF	Ministry of Finance
MoFDM	Ministry of Food and Disaster Management
MoFL	Ministry of Fisheries and Livestock
MoL	Ministry of Land
MoL&F	Ministry of Livestock & Fisheries
MoLGRD-C	Ministry of Local Government, Rural Development and Cooperatives
MoLJPA	Ministry of Law, Justice and Parliamentary Affairs
MoP	Ministry of Planning
MoWR	Ministry of Water Resources
NEC	National Environment Council
NEP	National Environment Policy
NFA	National Forest Assessment
NFI	National Forest Inventory
NFP	National Forestry Programme
NGO	Non-Governmental Organisation
NSC	National Steering Committee
REDD	Reduced Emissions from Deforestation and Forest Degradation
REDD+	REDD, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks
REDD+ SC	REDD+ Steering Committee
REL/RL	Reference Emission Level / Reference Level
RIMS	Resource Information Management System
R-PP	Readiness Preparation Proposal
RSF	REDD+ Stakeholder Forum
RSC	Regional Steering Committee
SPARRSO	Space Research and Remote Sensing Organisation
SROI	Soil Resource Development Institute
TCO ₂ e	Tons of CO ₂ equivalent (a measure of GHG emissions)
UNDP	United Nations Development Program
UNDRIP	United Nations Declaration on the Rights of Ethnic Groups
UNEP	United Nations Environment Program
UNFCCC	United Nations Framework Convention on Climate Change
UN-REDD	United Nations REDD Programme
USAID	United States Agency for International Development
USF	Unclassed State Forest
VCM	Voluntary Carbon Market
VRA	Vulnerability Reduction Assessment
WB	World Bank
WCMC	UNEP World Conservation Monitoring Centre
WWF	World Wide Fund for Nature



TECHNICAL ASSISTANCE PROJECT PROFORMA/PROPOSAL (TPP)

PART-A
Executive Summary

1. Project ID : UNDP- 00093415
(Agreement number may be used)
2. Project Title : UN-REDD Bangladesh National Programme
ইউএন-রেড বাংলাদেশ জাতীয় কর্মসূচী
3. TPP date :
i. Date of commencement : July 2015
ii. Date of completion : June 2018
4. Name of the concerned sector (of the Planning Commission) : Agriculture Sector (Sub-sector: Forest), Planning Commission.
5. Name of the Ministry/ Division/Agency responsible for
a) Sponsoring : Ministry of Environment and Forest
b) Execution : Forest Department
c) Implementing co-partners : UNDP and FAO
6. Name of the Project Director (PD)/National PD : Md. Rakibul Hasan Mukul
Assistant Chief Conservator of Forests Establishment Unit.
7. Name and official address (s) of the officer (s) responsible for the preparation of the TPP : Mohammad Shamsul Alam
Deputy Chief Conservator of Forests Planning Wing
Bangladesh Forest Department.
8. Name / Designation of Development Partner Contact : Pauline Tamesis
Country Director
UNDP Bangladesh, IDB Bhaban, 18th Floor, E-8/A
Begum Rokeya Sharani, Sher-e-Bangla Nagar,
Dhaka 1207. Tel: 880 2 55667788 .
9. Source of financing with cost : UNDP and FAO (In Lakh Taka)

Source of financing	In Kind (equivalent amount)	In Cash		Total	Mode of financing (loan/credit/ grant, etc.)
		Local	FE		
Government of Bangladesh	-	-	-	-	
Development Partner (s)					
(a) UNDP	-	-	959.79	959.79	Grant
(b) FAO	-	-	834.60	834.60	Grant
Others (specify)	-	-	-	-	
Grand Total	-	-	1794.39	1794.39	

Contribution by Donor: UNDP Grant US\$ 1230500 FAO Grant US\$ 1070000



10. Exchange rate with date : 1US\$ = Bangladesh Taka 78.00
(As on April 30, 2015 exchange rate)

11. Year-wise Breakdown of cost (In Lakh Taka)

Financial Year	Total Cost	FE Cost	Taka Cost	GOB Cost (FE)	Project Aid		CD/VAT
					RPA	DPA	
1	2	3	4	5	6	7	8
Year-1	645.98	645.98	0.00	0.00	0.00	645.984	0.00
Year-2	765.17	765.17	0.00	0.00	0.00	765.171	0.00
Year-3	383.24	383.24	0.00	0.00	0.00	383.235	0.00
Total	1794.39	1794.39	0.00	0.00	0.00	1794.390	0.00

Note :

Column 2 = Column 5 + Column 6 + Column 7

Column 4 = Column 5 + Column 6

Column 3 = Column 5(FE) + Column 7

12. Attach Economic code and : Annexure-I is attached.
Sub code wise description of component and year-wise breakdown of cost (As per Annexure-1)

13. Linkage to other project(s)
/programme(s)/
organization(s)

Coordination with other REDD+ initiatives:

During the preparation of the REDD+ Readiness Roadmap, various government agencies and development partners were engaged, and many have indicated their interests in contributing to the implementation of the Roadmap. Such support will mainly come from the following initiatives:

- USAID-supported project for capacity development of the Ministry of Environment and Forests.
- USAID-supported Climate-Resilient Ecosystems and Livelihoods (CREL) project
- UNDP Chittagong Hill Tracts Development Facility (CHTDF) project
- World Bank's Strengthening Regional Cooperation for Wildlife Protection Project
- Bangladesh Climate Change Resilience Fund (BCCRF)'s Climate Resilient Participatory Afforestation and Reforestation (CRPAR) Project
- Sustainable Development and Biodiversity Conservation in Coastal Protection Forest of Government of Germany / GIZ
- Management of Sundarbans for Biodiversity Conservation and Increased Adaptation to Climate Change of Government of Germany / GIZ
- UNDP's National Adaptation Plan (NAP) project



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In particular, the UN-REDD Bangladesh National Programme will work closely with the USAID financed support in developing a National Forest Inventory and a Satellite Forest Monitoring System under Component 4 of the Roadmap, and with the UNDP Chittagong Hill Tracts Development Facility (CHTDF) to jointly deliver relevant activities related to awareness, stakeholder consultation and engagement and systems for transparent and equitable benefit sharing. Specific coordination and collaboration arrangements are currently being negotiated, and overall processes of coordination and alignment for the implementation of the Roadmap will be managed by the Regional Steering Committee (RSC). The UN-REDD programme will also built on the achievements of the above mentioned projects and will ensure duplications being avoided. Also, all possible avenues will be explored during the implementation phase to ensure that the UN-REDD programme interventions complement any existing effort of the on-going and past initiatives.

Academic and Research Institutions:

A number of academic and research institutions in Bangladesh have invested considerable effort in developing expertise and locally-specific knowledge on forests and climate change. The institutions in the Table below are identified as potential partners and sources of expertise during REDD+ Readiness and UN-REDD implementation phase.

Academic and Research Institutions with REDD-relevant expertise. These institutions have the direct linkage with the REDD+ programme in Bangladesh.

Institution	Field of Expertise	Involvement in REDD-relevant activities/ projects
Institute of Forestry, Chittagong University (IFESCU)	Plant biodiversity assessment; Assessment of livelihood; Tree volume measurement and estimation; Tree improvement.	Member of REDD+ Roadmap Strategy Working Group; Involved in an ongoing research on effect of climate change on growth and yield of different forest tree species; Has established seed orchards of different tree species of the hill forests of Bangladesh (including that of some critically endangered species) at the University campus.
Khulna University	Carbon estimation; Participatory forest monitoring; Particular experience on Sundarbans.	Provides technical support to IPAC in Sundarban Cluster; Biodiversity assessment of Sunberban in SEAL project; Carbon estimation in different agroforestry systems.
Jahangir Nagar University (Zoology, Botany and Geography Depts.)	Biodiversity monitoring; R/S-GIS based monitoring for change detection of forests.	Involved in biodiversity monitoring of the GIZ-funded Chunati project. Under an Arannayk Foundation funded project, JU has already established baseline information regarding biodiversity status of six protected forest areas that are potential candidates for REDD+ projects.
Dhaka University (Botany, Zoology)	Biodiversity monitoring; Economic analysis; policy	The Botany Dept. of DU worked with the Zoology (Wildlife) team of JU in the AF-

Institution	Field of Expertise	Involvement in REDD-relevant activities/ projects
and Economics Depts.)	analysis.	sponsored biodiversity monitoring project in six protected forest areas. The Economics Dept. of DU may potentially contribute to the economic analysis of REDD+ policy options and carbon trading.
Independent University Bangladesh (IUB)	Biodiversity assessment; Research and training on environmental management	As a partner, IUB (School of Environmental Science) provides capacity building support to the project. Some students of IUB conducted biodiversity assessment of Lawachra National Park
BRAC University	Development management; Economic and policy analysis	Has the potential to contribute to economic analysis of REDD+ policy options and carbon trading.
Sahjalal University of Science and Technology (SUST), Sylhet	Forest cover and land use survey/monitoring using GIS/RS tools; Land use and forest management planning	As part of their academic research work, students of SUST developed conservation management plan of Inani Protected Forest. An Asst. Professor (Mr. Redwan) is involved in forest cover and land use analysis using GIS/RS tools, although not associated with any particular project.
North South University	Environmental policy and economic analysis of different climate change scenario	Has the potential to contribute to economic analysis of REDD+ policy options and carbon trading.
Bangladesh Agricultural Research Institute (BARI)	Development of improved varieties and management practices for fruits, vegetables, spices, wheat, corn, pulses, oilseeds and ornamental plants; training of extension workers and farmers; socio-economic impact studies	Has the potential to provide technical support in horticulture and agroforestry based livelihood development activities in REDD+ projects.
Bangladesh Fisheries Research Institute (BFRI) ¹	Development of improved technologies and management policies for fresh water and marine fishes; training of fisheries extension workers and fish farmers	Has the potential to provide technical support in pisciculture based livelihood development activities in REDD+ projects and in improved management of wetlands within forests.
Bangladesh Livestock Research Institute (BLRI)	Development of improved breeds and husbandry practices for poultry and livestock; training of	Has the potential to provide technical support in poultry and livestock based livelihood development activities in REDD+ projects.

¹ Bangladesh Forest Research Institute and Bangladesh Fisheries Research Institute share the acronym BFRI.

Institution	Field of Expertise	Involvement in REDD-relevant activities/ projects
	poultry and livestock farmers, entrepreneurs and extension workers	
Bangladesh Agricultural Research Council (BARC)	Apex body of national agricultural research institutes (NRI); coordination of research and technology transfer activities of NRIs; agricultural policy formulation	CSO (Forestry) is a member of the REDD+ Safeguards Working Group.
World Fish Centre/Bangladesh	Participatory action research on improved management of aquatic resources	Has working experience as a partner of the IPAC project in co-managing wetland protected areas.

Non-Government Organisations (NGOs)

Bangladesh has a vibrant non-government sector. Many NGOs, such as the Arannayk Foundation and IUCN, have already been directly involved in forest and climate change activities. A list of NGOs and CSOs with expertise and interests relevant to REDD+ is given in the Table below:

NGO/CSO ²	Field of Expertise	Experience relevant to REDD+
Arannayk Foundation (AF)	Management of environmental funds; planning, implementation (in partnership with field level NGOs and resource organizations), monitoring and evaluation of forest and biodiversity conservation projects; promotion of alternative livelihood of forest dependent communities; knowledge management	Implementing forest co-management projects in five protected areas and reserved forests in collaboration with FD and partner NGOs; six projects on sustainable management of community conserved forests in the Chittagong Hill Tracts; two projects on community based conservation and restoration of fresh water swamp forests; one project on biodiversity (flora, fauna) monitoring in six protected forest areas and one project on conservation and restoration of critically endangered tree species of Bangladesh forests in collaboration with two Universities (JU, IFESCU); involving alternative livelihood

² The list is not comprehensive. There are many other NGOs and CSOs that are involved in social forestry project implementation and environmental conservation movements at national and local levels



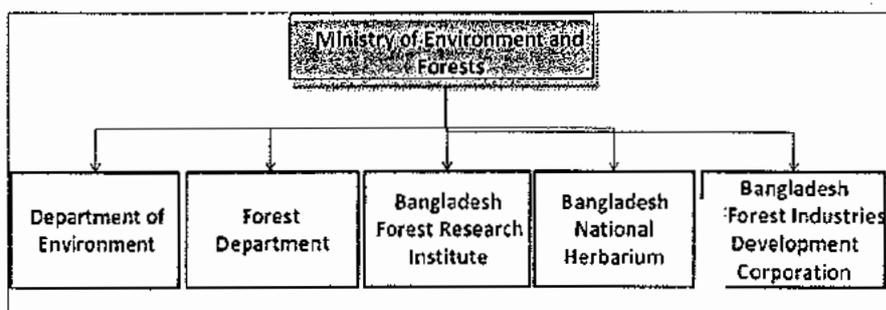
NGO/CSO ²	Field of Expertise	Experience relevant to REDD+
		development of forest dependent people in about 20 projects including the GIZ-funded Management of Natural Resources and Community Forestry (MNRCF) project at Chunati Wildlife Sanctuary that aims to eventually sell carbon credits in voluntary or off-set market (REDD+ pilot).
IUCN	Policy research, policy formulation, advocacy and knowledge management, and networking on nature (ecosystem, biodiversity) conservation issues; implementation of community based natural resource management projects in partnership with local NGOs and government line agencies	Key player in the formulation of various national policies related to sustainable management of environmental resources (forests, wetlands) of Bangladesh. Participates in national REDD+ stakeholders consultation meetings and should be included in RSF.
Bangladesh Centre for Advancement of Science (BCAS)	Policy research, policy formulation and advocacy on environmental issues; implementation of community based natural resource management and climate change adaptation projects in partnership with local NGOs and government line agencies	Ditto
Bangladesh Environmental Lawyers' Association (BELA)	Policy analysis; legal support to natural resource dependent poor and indigenous communities; legal movement for environmental safeguard issues	May be included in the RSF (national level)
Bangladesh Paribesh Andolon (BAPA)	Creating mass awareness and organizing social movement for environmental protection	Ditto
BRAC	Microcredit operations; microfinance (SME); primary and mass education; socio-economic research; community empowerment; health and sanitation; social forestry. Operations throughout Bangladesh	Has implemented social forestry projects in many places of Bangladesh in collaboration with Forest Department
Proshika	Microcredit operations; primary and mass education; socio-economic research; community empowerment; health and sanitation; social forestry. Operations throughout Bangladesh	Ditto
CNRS	Implementation of community based natural resource management (NRM)	Implementing IPAC projects (sustainable management of

NGO/CSO ²	Field of Expertise	Experience relevant to REDD+
	projects; policy research and policy advocacy on NRM issues	protected areas and livelihood improvement of forest dependent people through co-management approach) in Sylhet and Modhupur clusters.
NACOM	Ditto	Was involved in the implementation of Nishorgo project (predecessor of IPAC) dealing with conservation and sustainable management of PA forests through co-management approach.
CODEC	Implementation of community based NRM (biodiversity conservation, sustainable forest management, afforestation) and livelihood development projects in the coastal regions of Bangladesh	Implementing IPAC projects (sustainable management of protected areas and livelihood improvement of forest dependent people through co-management approach) in Sundarban and Cox's Bazar clusters.
SHED (Teknaf)	As above (CODEC)	Implementing the Arannayk Foundation funded Inani Protected Area Co-management project and the GIZ-funded MNRCF project at Chunati Wildlife Sanctuary (REDD+ pilot).
Uttaran	Implementation of community based NRM and livelihood development projects in the coastal region in the southwest of Bangladesh with particular experience on disaster management and adaption to climate change	Implementing an AF-funded coastal biodiversity conservation project in Satkhira.
YPSA	As above (Uttaran)	Implementing a FD-AF collaborative project on community based restoration and conservation of the degraded hill forests in Sitakunda and Mirsarai (Chittagong) that may be eventually brought under REDD+ program.
Anando	Implementation of sustainable hill farming and biodiversity conservation, community empowerment and peace building projects in CHT	Has the potential to contribute to alternative livelihood development activities in REDD+ projects.
Taungya	Networking of civil society organizations and capacity	Has the potential to implement REDD+ projects in CHT and to

NGO/CSO ²	Field of Expertise	Experience relevant to REDD+
	development of indigenous communities in CHT for conservation of natural resources, ecosystem, culture and customary rights of people	facilitate networking among the stakeholders of the community conserved forests (Village Common Forests) in CHT.
Hill Flower	Implementation of community based NRM (biodiversity conservation, sustainable forest management), livelihood development, and health projects in Rangamati Hill District of CHT	VCF in CHT
Green Hills	As above	VCF in CHT
Humanitarian Foundation	Implementation of community based NRM (biodiversity conservation, sustainable forest management), livelihood development, and health projects in Banderban Hill District of CHT	VCF in CHT
Tahzingdong	As above	VCF in CHT

MoEF is the focal ministry for all work on climate change, including international negotiations. It represents the GoB on the international environmental conventions to which it is a party, including UNFCCC, the Convention on Biodiversity (CBD), the UN Convention on Combatting Desertification, and the RAMSAR convention on wetlands.

There are five departments working under MoEF. These are: the Department of Environment (DoE); the Forest Department; the Bangladesh National Herbarium (BNH); the Bangladesh Forest Research Institute (BFRI) and the Bangladesh Forest Industries Development Corporation (BFIDC).



Other Line Ministries

As an element of Bangladesh's BCCSAP, a future REDD+ programme will fall within the pre-existing institutional framework described above. Moreover, as a mechanism focused clearly on the forest sector, the burden of implementation of such a programme will fall on the Forest Department within the MoEF.

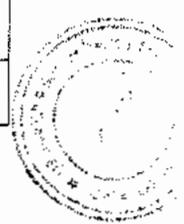
However, many line Ministries also have important linkage/responsibilities that are relevant for the management of a REDD+ programme and the implementation of the REDD+ Strategy. These are listed in Table 3, along with an indication of their responsibilities related to REDD+.

Ministerial Responsibilities for REDD+ Programme in Bangladesh

Ministry	Linkage/ Responsibilities with relevance to REDD+
Agriculture (MoA)	<p>Responsibility for administration over a significant, but unquantified, proportion of the >50% of land under tree cover which does <i>not</i> fall under the jurisdiction of the FD (see Introduction).</p> <p>Goals of improved agricultural yields, development of export markets for cash crops, and promotion of agricultural sector through subsidies, all potentially conflict with the goals of a national REDD+ Programme.</p> <p>Bangladesh Agricultural Research Council (BARC) coordinates research and development activities of MoA and other ministries (including MoEF) to improve agricultural productivity. Research into intensification of certain crops and development of agroforestry models may contribute to REDD+ strategy options.</p> <p>The Department of Agricultural Extension (DAE) operates a national network of grassroots-level trainers which could be mobilized in the context of REDD+.</p> <p>The Soil Resource Development Institute (SRDI) is responsible for maintaining records of soil composition and fertility.</p>
Defence (MoD)	<p>Administration of SPARRSO and the national Survey of Bangladesh.</p> <p>Space Research and Remote Sensing Organisation (SPARRSO) - SPARRSO was created in 1980 and was made an autonomous agency of the Ministry of Defence in 1991. It acts as the centre of excellence and national focal point for Remote Sensing and GIS in Bangladesh and advises the Government in all matters relating to space technology applications and policy. SPARRSO disseminates research results, satellite data and information to the relevant public, autonomous and private agencies for their development and policymaking activities and also performs advisory expert services on request.</p> <p>SPARRSO has worked jointly with FD to map national land use and coastal afforestation. The Organization is doing research on above-ground forest biomass and carbon stock estimation using optical, radar and terrestrial sample based inventory data.</p>
Education (MoE)	<p>The Development Wing is responsible for the integration of climate and forest issues into national curriculum, and the University Wing for monitoring quality of degree courses related to climate change and forestry.</p>
Finance (MoF)	<p>Economic Relations Division (ERD) is responsible for mobilizing external resources for the country's socio-economic</p>

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Ministry	Linkage/ Responsibilities with relevance to REDD+
	<p>development, also for coordination of donors to ensure, for example, that investments in REDD+ Programme are complementary.</p> <p>Bank and Financial Institutions Division (BFID) will be important for exploring potential strategies for resource distribution (benefit sharing) of REDD+ revenues and alignment, as required, of regulations governing microfinance and microcredit.</p>
Fisheries and Livestock (MoFL)	<p>Department of Fisheries (DoF) is responsible for preserving fishery resources and securing socio-economic well-being of the communities' dependent on these fisheries. These responsibilities will be important in designing social safeguards for REDD+ activities in the Sundarbans and other coastal zones.</p>
Hill Tracts Affairs (MoCHTA)	<p>MoCHTA is responsible for overall coordination and administration of development activities within the CHT. Supported by an Advisory Committee, which will have a significant impact on decisions regarding REDD-related activities in the region. Direct administrative responsibilities are transferred to the CHT Hill Council (see below), but the Ministry retains overall responsibility for implementation of the 1997 Peace Accord and liaison between national security forces and the Hill Council.</p>
Home Affairs (MoHA)	<p>Border Guard Bangladesh (BGB), Bangladesh Police, Bangladesh Coastguard, Rapid Action Battalion may be important stakeholders in REDD+ activities.</p>
Housing and Public Works (MoHPW)	<p>Urban Development Directorate (UDD) is responsible for land use plans regarding expansion of urban areas and provision of infrastructure and services for these areas. These plans may potentially conflict with land-based REDD+ strategies.</p>
Land (MoL)	<p>MoL is responsible for all land administration matters throughout Bangladesh, including CHT, with offices at all levels of local government, therefore a central role in planning and implementation of all land-based (and some policy-based) REDD+ strategies.</p> <p>Directorate of Land Records and Survey (DLRS) is responsible for cadastral survey, mapping and property records and is thus important for ensuring clarity of tenure and resource use rights relating to land under REDD+ activities.</p>
Law, Justice and Parliamentary Affairs (MoLJPA)	<p>MoLJPA is implementing the project 'Promoting Access to Justice and Human Rights in Bangladesh', supported by UNDP. This includes support to the National Human Rights Commission (NHRC), Alternative Dispute Resolution (ADR) promotion of access to pro bono legal services and human rights training for law officers, all of which are essential for the development of an effective grievance mechanism which could be applied to REDD+.</p>
Local Government, Rural Development and	<p>The Bangladesh Rural Development Board (BRDB) operates a network of grassroots extension services, particularly in</p>

Ministry	Linkage/ Responsibilities with relevance to REDD+
Cooperatives (MoLGRD-C)	agricultural practice and tree plantation, through village-level cooperative groups which are organized into Upazila Central Cooperative Associations (UCCAs) . These cooperatives and the extension workers, may be co-opted for REDD+ strategies at the local level.
Planning (MoP)	<p>The Planning Commission oversees the Annual Development Programme (ADP), including all activities under projects and programmes (e.g. national REDD+ Programme) registered with the GoB. The Commission also develops Sectoral Plans for Bangladesh, including forestry sector and will be responsible for coordinating policy support requirements for REDD+ from other sectors. The General Economics Division (GED) of the Planning Commission ensures fiscal probity of the ADP.</p> <p>The Implementation, Monitoring and Evaluation Division (IMED) coordinates all projects nationwide.</p> <p>The Bangladesh Bureau of Statistics (BBS) compiles all empirical data on natural resources and land use activities and can provide advice on survey and data collection methods (www.bbs.gov.bd).</p> <p>The Support to Information Communication Technology (SICT) Task Force under the Planning Commission provides advice and inter-sectoral coordination for development of websites and information platforms for public benefit (e.g. REDD+ database) (www.sict.gov.bd).</p>
Water Resources (MoWR)	<p>The Bangladesh Water Development Board (BWDB) is responsible for climate change adaptation activities related to Flood Control and Drainage (FCD), which may overlap with programmes of the FD, e.g. Social Forestry Programme, in the context of erosion control.</p> <p>The Water Resources Planning Organisation (WARPO) is responsible for Coastal Zone Policy and Integrated Coastal Resources Database. It will be important for REDD+ strategies in Sundarbans and other coastal areas.</p> <p>The Minister of the MoWR chairs the autonomous Institute of Water Modelling (IWM), which develops tools for flood forecasting and control and other technical support services.</p> <p>Centre for Environmental and Geographic Information System is responsible for supporting the management of natural resources for sustainable socio-economic development using integrated environmental analysis, geographic information systems, remote sensing and information technology.</p>
Industry; Communication (Roads and Highways Department); Railways; Civil Aviation and Tourism, and; Commerce.	All are important ministries in REDD+.

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14. Provision in the current year's ADP : Not included in the current years ADP.
15. Financing after the completion of the Technical Assistant Project. :
- i) Required amount (in Lakh Taka) : Not Applicable
 - ii) Source of financing
 - iii) Mode of financing : Not Applicable
 - (Loan/grant/development/revenue budget, etc.) : Not Applicable.
16. Actions expected after completion of the project:

The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

It is expected that after completion of the programme, Bangladesh will establish the management structure to manage the REDD+ Readiness process and will develop the National REDD+ Strategy. By the end of the programme, Bangladesh will also establish its national forest Reference Emission Level and/or forest Reference Level (RELS/RL), with sub-national forest RELs/RLs as potential interim measures. This programme will also help Bangladesh to develop a national forest monitoring system (NFMS) and safeguards information system (SIS). The NFMS will cover all MRV requirements and the monitoring of the implementation and impacts of REDD+ policies and measures.

The above targets will help Bangladesh to prepare for the second phase of the UN-REDD programme, i.e, scale up and initiate result based payments for REDD+ through implementation of the REDD+ strategy.

Signature of the responsible officer

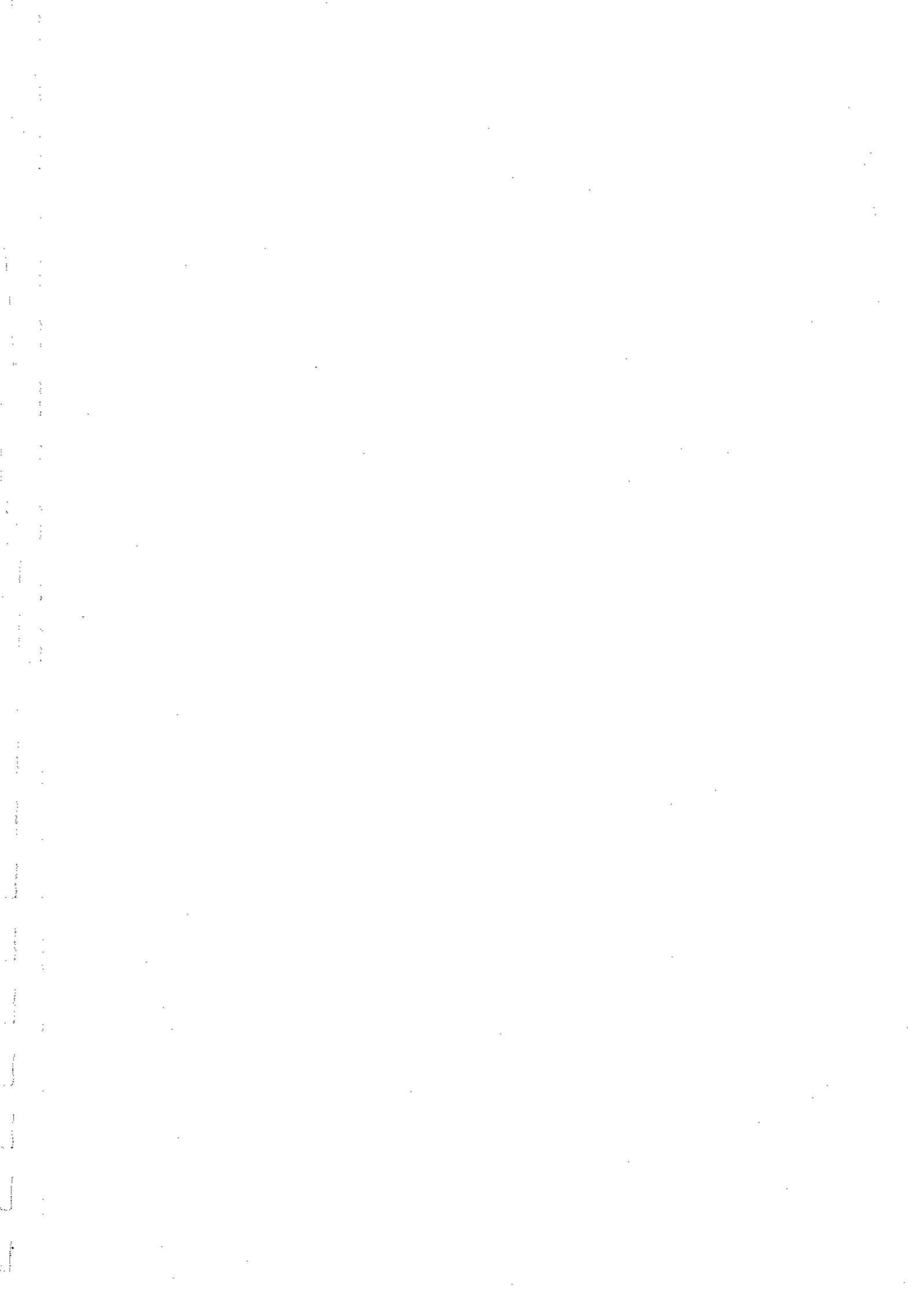
MD. OLI UL HAQUE
10/4/2016

MD. OLI UL HAQUE
Assistant Conservator of Forests
Development Planning Unit
Forest Department, Dhaka

M. Yunus Ali
M. Yunus Ali

Chief Conservator of Forests
Bangladesh Forest Department
Signature of the Head of the
Executing Agency with seal and date





TECHNICAL ASSISTANCE PROJECT PROFORMA/PROPOSAL (TPP)

Part-B

Project details

17. Situation Analysis:

Bangladesh is already one of the most climate-vulnerable countries in the world. Climate change and variability have had an impact on the lives and livelihoods of people living in coastal areas and in arid and semi-arid regions of Bangladesh. Floods, tropical cyclones, storm surges and droughts are becoming more frequent and are set to become even more severe in the coming years and decades. These changes are threatening the significant achievements Bangladesh has made over the last 20 years in increasing incomes, reducing poverty and achieving self-sufficiency in rice production. For these reasons, by many accounts, Bangladesh is considered to be the country *the most vulnerable* to climate change.

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, ratified in 1994) and the Kyoto Protocol (2001), Bangladesh is also fully aware of the *causes* of climate change. According to the most recent national GHG inventory, the majority of Bangladesh's CO₂ emissions are derived from the energy sector, followed by the land-use, land-use change and forestry sector - with 32%. Hence, whilst devoting considerable resources to reducing vulnerability to climate change, and maintaining its path of economic development, Bangladesh is also striving to reduce its greenhouse gas (GHG) emissions.

The Conference of the Parties (COP) to the UNFCCC has adopted a forestry GHG emission mitigation mechanism known as "REDD+". This is defined as '*Policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries*'. REDD+ will provide positive incentives to developing countries to voluntarily reduce their rates of deforestation and forest degradation, and to increase their forest carbon stocks, as part of a post-2020 global climate change agreement.

As part of its long term strategies to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has established the national REDD+ Steering Committee. It has prepared the REDD+ Readiness Roadmap - endorsed by the REDD+ Steering Committee in December 2012. Subsequently, in June 2013, the UN-REDD Programme invited Bangladesh to submit a REDD+ Readiness Preparation Proposal (R-PP).

Bangladesh has 2.6 million hectares of forestland, equivalent to almost 18% of country's total area. There are five broad types of forest according to ecology and geographical location, these are: hill forest, plains forest (dominated by *Shorea robusta*, or sal), mangrove, coastal plantations, and wetland forest. The Government's Forest Department manages 1.6 million hectares of the forest land. According to a national forest resource assessment undertaken in 2010, 11% of the country's land is under tree cover. However, another 20% - that is approximately 2.5 million hectares - is recorded as 'other wooded land' or 'other land with trees'. Hence, there is potentially an important scope for REDD+ activities in Bangladesh.



1. *Neurospora crassa*
2. *Aspergillus nidulans*
3. *Penicillium chrysogenum*
4. *Trichoderma reesei*
5. *Schizosaccharomyces pombe*
6. *Candida albicans*
7. *Yeast*
8. *Baker's yeast*
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The history of forestry in Bangladesh is one of continuous depletion of forest resources both in terms of area and quality. Traditionally, plantations and forest reservations have been the tools to combat this depletion. However, increasingly since the early 1980s, forestry in Bangladesh has witnessed a rapid succession of social forestry programmes in an attempt to redress public alienation and to allow for wider participation of local people in forest use and management.

Summary of R-PP Components

This R-PP sets out how Bangladesh will implement its REDD+ Readiness activities and develop a comprehensive National REDD+ Strategy under Phase 1 of REDD+. The R-PP has four components.

Under Component 1, Bangladesh will establish the management structure to manage the REDD+ Readiness process and develop the National REDD+ Strategy. The National REDD+ Steering Committee will be enhanced to involve a comprehensive range of governmental and non-governmental stakeholders. It will be supported by three Technical Working Groups providing guidance and coordination support, and by a REDD+ Cell to provide day-to-day operational support. The Forest Department in the Ministry of Environment and Forests will be at the core of the management structure, and it will Chair the National REDD+ Steering Committee.

The Government of Bangladesh will engage a broad range of non-government stakeholders in the REDD+ process. To achieve this, the REDD+ Stakeholders' Forum will be established. This Forum will be a mechanism for stakeholder consultation and engagement both within the non-government sector, and between the non-government sector and government. The Forum will nominate representatives to sit on the National REDD+ Steering Committee. The Forum will include representatives from the private sector, civil society, media, government organizations, community-based organizations, local and international NGOs, donors, academia, research organizations, and all stakeholders interested in climate change and the REDD+ process.

A Consultation and Participation Plan will also be developed under Component 1. This Plan will address the need for public awareness raising on REDD+ and for educating key stakeholders on REDD+. Related to this, National Guidelines on Free, Prior and Informed Consent (FPIC) will be developed and field-tested. A REDD+ Grievance Mechanism will also be developed and tested, building on an existing mechanism.

Under Component 2, Bangladesh will prepare its National REDD+ Strategy. The steps to preparing this include:

- Develop a full understanding of the pertinent legal, policy and institutional framework, including the framework pertaining to the Chittagong Hill Tracts;
- Identify the priority drivers of deforestation and forest degradation;
- Undertake an in-depth analysis of the drivers of deforestation and forest degradation, accounting for the specific conditions of the five forest types and for diversity across the country;
- Identify possible strategies to strengthen the legal, policy and institutional framework and to address the drivers. Many strategies will be site-specific, for example adapted

to conditions and needs in a given district. Packages of REDD+ interventions will be designed for pilot districts.

Component 2 will also establish the implementation framework for REDD+. This will include the operationalization of the entities identified in component 1. It will include identifying and designing the optimal national mechanism for receiving international REDD+ contributions or carbon credits. It will also include identifying and designing the optimal mechanisms for distributing REDD+ funds to communities in order to incentivize behavioral changes that lead to decreased deforestation and forest degradation. Finally, Component 2 includes the design and establishment of the Social and Environmental Safeguard Policy Framework.

Under Component 3, Bangladesh will establish its national forest Reference Emission Level and/or forest Reference Level (REL/RL), with sub-national forest RELs/RLs as potential interim measures. The REL/RL will provide the benchmarks against which future forest carbon emissions reductions and removals will be measured. The emphasis of this Component will be the collection of data on historical land use trends and the analysis of relevant national circumstances, as well as the development of specific capacities to further develop and implement these activities under a full National REDD+ Strategy.

Under Component 4, Bangladesh will developed a forest and activity monitoring system. This system will cover all MRV requirements, it will also cover monitoring of compliance with safeguards and monitoring of key co-benefits generated by REDD+ strategies. Component 4a includes the necessary operations and actions to establish an operational forest monitoring and information system, and the associated capacity development to ensure there is a sustainable and complete system for measuring, reporting and verification (MRV). Component 4b includes the necessary activities to build capacity to identify co-benefits and to prioritize the co-benefits to be pursued, and to monitor and provide information on safeguards and key co-benefits. The capacity built and information generated through 4b will feed into the forest monitoring system established under 4a.

18. Objectives:

(i) Overall : Support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

(ii) Specific :

- (a) Reducing emissions from deforestation;
- (b) Reducing emissions from forest degradation;
- (c) Conservation of forest carbon stocks;
- (d) Sustainable management of forests, and;
- (e) Enhancement of forest carbon stocks.

19. Strategy

Climate change is likely to affect multiple sectors and economic activities in Bangladesh, with adaptation measures required to address and mitigate the potential adverse impacts. The Government of Bangladesh (GoB) recognizes that tackling climate change requires an integrated approach involving a number of different ministries and agencies, civil society and the private sector. The GoB has made climate change an integral part of its Poverty Reduction Strategy, which lays the foundations for continuing efforts to achieve the United Nation's Millennium Development Goals (MDGs) and to build a fair, equitable and just society in Bangladesh.

The Bangladesh Climate Change Strategy and Action Plan (BCCSAP) is a 10-year programme (2009-2018) to build the capacity and resilience of the country to meet the challenges brought on by climate change. The needs of the poor and vulnerable, including women and children, will be mainstreamed in all activities under this Action Plan.

In order to implement the BCCSAP, a multi-donor trust, the Bangladesh Climate Change Resilience Fund (BCCRF), was established in 2010. The BCCRF is to be administered by the World Bank on behalf of the contributing development partners, and in consultation with the GoB, ensuring sound fiduciary management, transparency and accountability.

In addition, the GoB has recently established the Bangladesh Climate Change Trust Fund (BCCTF) that will focus mainly on making resources available for adaptation efforts. Bangladesh is also looking beyond its borders to find common cause with neighboring countries to manage climate change impacts through regional action plans. In this broader context, the National Adaptation Programme of Action (NAPA) was launched in 2005 and provided a response to the urgent and immediate adaptation needs and identified priority programmes.

20. Implementation Arrangements :

Management Arrangements:

Management and Coordination Arrangements
 Overview of the overall UN-REDD Programme structure

Policy Board

The UN-REDD Policy Board provides overall leadership and sets the strategic direction of the UN-REDD Programme. It decides on Programme financial allocations, in line with the budget parameters set out in the UN-REDD Framework Document, and develops monitoring mechanisms, with a view to ensuring Fund-wide success. The UN-REDD Policy Board will ensure coordination with REDD actors at a global scale, such as the World Bank's FCPF participants' committee. The Terms of Reference and Rules of Procedure for the UN-REDD Policy Board will be made available on the UN-REDD Programme website www.un-redd.org. See also the UN-REDD Workspace for eligible users www.unredd.net

Secretariat

The UN-REDD Secretariat serves the Policy Board, using the capacities of the participating UN organizations, research institutions and recognized experts. It ensures policies and

strategies decided by the Policy Board are implemented and adhered to. The Secretariat will manage the national Programme review process. It will also manage the UN-REDD's overall monitoring and evaluation function which includes *inter alia* monitoring allocations to and delivery by the country National Programmes, and tracking Programme-wide progress and ensuring that monitoring mechanisms are applied.

The Secretariat's main roles can be summarised as follows:

- Policy Board support
- Partner and external relations
- Quality assurance and oversight of National Programmes
- Quality assurance and oversight of the International Support Functions described in the Global Programme-Support to National REDD+ Action (hereafter referred to as the "Global National Programme")
- Monitoring and knowledge management

Participating UN Organizations' Coordination Group

The Participating UN Organizations' Coordination Group consists of representatives of the three UN agencies: FAO, UNDP, and UNEP. The Coordination Group will have the main function in ensuring active, participatory and well-coordinated engagement by the agencies to implement the goals and objectives of the overall UN-REDD Programme, as well as to provide oversight of the Secretariat consistent with the strategic directions and decisions provided by the Policy Board.

Administrative Agent

The UNDP Multi-Partner Trust Fund Office (MPTF Office) is the Administrative Agent of the UN-REDD Fund. The MPTF Office administers funds based on decisions of the Policy Board and serves as the administrative interface with donors. UNDP's accountability as the Administrative Agent is set out in the policy "UNDP's Accountability when acting as Administrative Agent in MPTF and/or UN National Programmes using the pass-through fund management modality".

The MPTF Office as AA is responsible for:

- (a) Receive contributions from donors that wish to provide financial support to the Fund;
- (b) Administer such funds received, in accordance with this Memorandum of Understanding including the provisions relating to winding up the Fund Account and related matters;
- (c) Subject to availability of funds, disburse such funds to each of the Participating UN Organizations in accordance with instructions from the Policy Board, taking into account the budget set out in the approved programmatic document, as amended in writing from time to time by the Policy Board;
- (d) Consolidate statements and reports, based on submissions provided to the Administrative Agent by each Participating UN Organization, as set forth in the TOR, and provide these to each donor that has contributed to the Fund Account and to the Policy Board;



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- (e) Provide final reporting, including notification that the Fund has been fully expended or has been wound up in accordance with the Fund TOR; and
- (f) Disburse funds to any Participating UN Organization for any additional costs of the task that the Steering Committee may decide to allocate (as referred to in Section I, Paragraph 3) in accordance with TOR.

Overview of expected management arrangements at the national level

UN Resident Coordinator

The NP will be supported by UN Resident Coordinator in her/his strategic leadership of the UN Country Team and relationships with national authorities. The UN Resident Coordinator will provide ongoing oversight to the NP, ensuring the participating UN organizations are meeting their obligations. The Resident Coordinator is entrusted with supporting the overall programme design under the government’s leadership, ongoing programmatic oversight of the NP activities and UN coordination with the National REDD Office where such exist. The Resident Coordinator also facilitates ongoing monitoring and evaluation of the NP activities in conformity with UN standards any guidance provided by the UN-REDD Secretariat or Policy Board. On receipt of consolidated country level reports, the Resident Coordinator will provide an overall assessment of the NP’s progress and results. Resident Coordinator is encouraged to keep Country Team members fully-informed on UN-REDD activities. The UN-REDD Programme also looks to Resident Coordinator to reach out to NGOs, CSOs, national governments and non-resident UN agencies, where appropriate.

National Implementing Partner

The key agencies identified for implementing the UN-REDD National Programme are under the Ministry of Environment and Forests (MoEF). The Forest Department (FD) of the MoEF is the lead Implementing Partner, as the agency responsible for management of forested lands. The UN-REDD National Programme will be headed by a Programme/Project Director (PD), based within the REDD Cell at the FD. Responsibilities of Forest Department, UNDP and FAO and coordination mechanism among implementing partners.

Entity	Roles and Responsibilities	Coordination Mechanism
Forest Department	The Forest Department (FD) of the MoEF is the lead Implementing Partner, as the agency responsible for management of forested lands.	<p>The UN-REDD National Programme will be headed by a National Programme Director (NPD), based within the REDD Cell at the FD. There will be a PMU under the leadership of PD. PMU will ensure day to day project management activities. Furthermore, the PMU will be responsible for the development and implementation of work plans and budgets (in close collaboration with FAO and UNDP).</p> <p>All procurements and disbursements by the Participating UN Organizations will be approved by the NPD, thereby assuring coordination and ensuring accountability.</p>

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UNDP	UNDP is responsible for Outcome 1 and Outcome 2 and receives funds and based on the approved annual work plan provides the required financial resources to the Implementing Partners, under the NIM modality, to carry out programme activities during the annual cycle.	Support Project Director (PD) and Project Management Unit in implementing project activities.
FAO	FAO is responsible for achievement of Outcome 3 and Outcome 4. For these Outputs, FAO receives funds and delivers services to different National Implementing Partners (NIP), in line with FAO standard procedures that are applied for Bangladesh.	Staff from FAO reports to the Project Manager of PMU on progress of activities, work plan and budgeting.

Project Steering Committee (PSC)

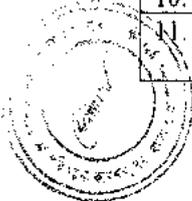
To ensure and maximize project's benefits, a Project Steering Committee will be formed under the Chairmanship of the Secretary, Ministry of Environment and Forests along with representatives from the Forest Department, Department of Environment, Planning Commission and other concerned departments/ministries with an identified stake in the process. This Committee will meet at least twice in a year.

ToR of the Project Steering Committee (PSC)

- a) Ensure incorporation of multidimensional and multi-sectoral aspect
- b) Enable relevant government officials to review and monitoring the project activities
- c) Endorse the activities and outcomes of the project.
- d) The committee will meet at least twice in a year.
- e) The committee may supervise and provide guidelines for the proper management of the project.
- f) The committee may co-opt any other member if and when necessary.

Structure of the Project Steering Committee

SL	Designation	Institution	Position in the Committee
1.	Secretary	Ministry of Environment and Forests	Chairperson
2.	Chief Conservator of Forest	Bangladesh Forest Department	Member
3.	Director General	Department of Environment	Member
4.	Additional Secretary (Development)	Ministry of Environment and Forests	Co-Chair
5.	Additional Secretary (Environment)	Ministry of Environment and Forests	Member
6.	UN-REDD National Focal Point	Forest Department	Member
7.	Representative	SPARRSO, Ministry of Defense	Member
8.	Representative	Survey of Bangladesh	Member
9.	Representative	Directorate of Land Records and Survey (DLRS)	Member
10.	Representative	Hill Tracts Affairs (MoCHTA)	Member
11.	Representative	Bangladesh Bureau of Statistics (BBS)	Member



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SL	Designation	Institution	Position in the Committee
12.	Representative	Water Resources Planning Organisation (WARPO)	Member
13.	Representative	Planning Commission	Member
14.	Representative	Economic Relations Division (ERD)	Member
15.	Deputy Chief, Planning	Ministry of Environment & Forests	Member
16.	Senior Assistant Chief/ Assistant Chief, Planning Sec-2	Ministry of Environment & Forests	Member
17.	Representative	UNDP Bangladesh	Observer
18.	Representative	FAO Bangladesh	Observer
19.	National Project Director	UN-REDD Bangladesh National Programme, Bangladesh Forest Department	Member Secretary

UN-REDD Bangladesh Programme Executive Board (PEB)

Objectives

To provide guidance to and oversight of the UN-REDD Bangladesh National Programme in its effort to support effective and efficient development of measures to engage with a future mechanism on REDD+.

Operations

The PEB will provide overall guidance for effective implementation of the UN-REDD Bangladesh National Programme through approval or revision of annual work plans (AWP) and budgets, as well as through overall monitoring and evaluation of progress made.

In addition:

- Secretarial support to coordinate and organize the PEB meetings will be provided by the Programme Management Unit (PMU).
- Meetings will be held two times a year or more regularly if needed at which AWP and budgets, as well as other pertinent issues will be discussed.
- Meeting dates for subsequent meetings will be decided at each PEB meeting with confirmation of dates being provided at least three weeks in advance of meetings.
- All meeting documents will be circulated both in English & Bangla, at least two weeks in advance of the meeting.
- Written comments to all meeting documents circulated should be received at least one week in advance of meetings by the PMU.
- Translation services will be provided, upon request, to allow participants to communicate in either Bengali or English.
- PEB meetings will proceed only if there is quorum (50%+1).
- PEB meeting minutes will be prepared by the PMU, and minutes will be posted on a website (yet to be established) and will be available in both English and in Bangla. Hard copies will be circulated to PEB members no later than two weeks after a PEB meeting.



Decision-making

The Programme Executive Board will make decisions based on an absolute majority (50%+1).

Responsibilities

The PEB Members (to be identified and confirmed later) are responsible for:

- Bringing the stakeholder concerns to the PEB.
- Providing the National REDD+ Steering Committee (RSC) with progress updates of the UN-REDD Bangladesh National Programme.
- Reviewing, providing recommendations on and approving Programme Key Documents including Annual Work Plan (AWP), budgets, semi-annual and annual Reports.
- Reviewing the UN-REDD Bangladesh National Programme progress and suggest any modifications in budget and duration.
- Ensure the delivery of the intended results and address critical issues and risks that can not be addressed by the implementing partner alone.
- Providing through the PEB any written comment or request for clarification on issues of concern to the RSC members.
- Providing guidance on conflict resolution related to any conflict occurring within UN-REDD Programme implementation.
- Reporting Programme progress to their respective stakeholders.

Duration and timing

The PEB is established as part of the management structure of the UN-REDD Bangladesh National Programme. It will cease to operate on the date of termination of the Programme.

Financial support

Financial support will be provided to members / representatives residing outside of Dhaka to attend any PEB meeting held in Dhaka. In the event that the PEB meeting is held outside of Dhaka, the UN-REDD Bangladesh National Programme will meet all expenses for members to attend the meeting including cost of travel, accommodation and subsistence.

Observers:

Meetings of the PEB are open to Observers, according to the following conditions:

- Attendance of observers is by invitation only, to be decided and agreed by PEB members in advance of each PEB meeting.
- Invitations will be issued by the PMU on behalf of PEB Chair.
- Observers may not participate in discussions at PEB meetings, except at the invitation of the Chair.
- Observers may receive all advance documentation and information provided to PEB members, and submit comments thereupon, with the exception of documents classified by PEB members as restricted.
- Observers have no voting rights.

PEB members may extend an invitation to internal and external technical advisers from their respective organizations to attend the meeting, as and when the need arises, and for a limited length of time.



Designation

All members will designate alternates to attend if they are not available. Additional representatives may be invited to meetings as observers as required. Additional members can be added to the PEB as appropriate and following invitation from both Co-chairs.

Structure of the Proposed PEB

Sl	Designation	Institution	Position in the Committee
1.	Secretary	Ministry and Environment and Forests (MOEF)	Chair
2.	Resident Coordinator	United Nations	Co-Chair
3.	Chief Conservator of Forests	Bangladesh Forest Department.	Member & in the absence of Secretary, Chief Conservator of Forests (CCF) will be the Chair
4.	Country Director	UNDP Bangladesh	Member & in the absence of UN Resident Coordinator, Country Director, UNDP will act as the Co-Chair.
5.	FAO Representative	FAO Bangladesh	Member
6.	Representative (TBD)	Civil Society Organization	Member
7.	Representative (TBD)	Ethnic Groups	Member
8.	National Project Director	UN-REDD Bangladesh National Programme, Bangladesh Forest Department	Member Secretary

Project Implementation Committee (PIC) :

A Project Implementation Committee (PIC) will be formed to guide and enhance performances and functional during the implementation period. The PIC will be headed by the Chief Conservator of Forests (CCF).

The Project Implementation Committee formation will be as follows:

Sl. No	Representatives included	Capacity
1.	Chief Conservator of Forests, Bangladesh Forest Department, Dhaka	Chairperson
2.	Deputy Chief Conservator of Forest, Planning Wing, FD	Member
3.	Deputy Chief Conservator of Forest, Forest Management Wing, FD	Member
4.	Deputy Chief, Planning, Ministry of Environment and Forest	Member
5.	Representative, Forest, Fisheries and Livestock Wing, Planning Commission	Member
6.	Representative, IMED	Member
7.	Assistant Chief Conservator of Forest (ACCF), Development Planning Unit, FD	Member
8.	Deputy Conservator of Forest (DCF), RIMS Unit, FD	Member
9.	Senior Assistant Chief/Assistant Chief, Planning, Ministry of Environment and Forest	Member
10.	National Project Director, UN-REDD Bangladesh National Programme, Bangladesh Forest Department	Member-Secretary

TOR of the committee is as follows:-

- a. To oversee day-to-day operations and supervision of project implementation.
- b. The PIC will meet quarterly to review project progress and provide necessary instructions to the NPD/PMU. In case of serious events, the committee may visit the field to assist the successful implementation of the project.

Programme Management Unit

The UN-REDD Bangladesh National Programme will be headed by a National Programme Director (NPD), based within the REDD+ Cell at the FD. Under the overall direction of the NPD, a Programme Management Unit (PMU) will be established under the REDD+ cell to ensure day-to-day management of the UN-REDD Programme. This arrangement will facilitate the capacity transfer between the PMU and the REDD Cell. Furthermore, the PMU will be responsible for the development and implementation of work plans and budgets (in close collaboration with FAO and UNDP) and the organization of PEB meetings. The PMU will also be responsible for maintaining transparent, up-to-date and accessible records of the Programme. Key staff members of the PMU will include a Programme Manager (ToR available in Annex VI), Technical Advisors, Communications Officer, Administration and Finance Officers and a Secretary. The lead UN Agency in the Bangladesh UN-REDD National Programme will be UNDP. As the lead agency, UNDP will support the establishment and operation of the PMU.

Participation of Civil Society and Ethnic Groups

Current UN-REDD Guidelines regarding participation of civil society and Ethnic Groups will be applied during the implementation of the National Programme. These include the Operational Guidance on engagement of Ethnic Groups and other forest dependent communities, and the UN-REDD Programme Guidelines on Free, Prior and Informed Consent (FPIC).

Coordination with other REDD+ initiatives

During the preparation of the REDD+ Readiness Roadmap, various government agencies and development partners were engaged, and many have indicated their interests in contributing to the implementation of the Roadmap. Such support will mainly come from the following initiatives:

- USAID-supported project for capacity development of the Ministry of Environment and Forests
- USAID-supported Climate-Resilient Ecosystems and Livelihoods (CREL) project
- UNDP Chittagong Hill Tracts Development Facility (CHTDF) project
- World Bank's Strengthening Regional Cooperation for Wildlife Protection Project
- Bangladesh Climate Change Resilience Fund (BCCRF)'s Climate Resilient Participatory Afforestation and Reforestation (CRPAR) Project
- Sustainable Development and Biodiversity Conservation in Coastal Protection Forest of Government of Germany / GIZ
- Management of Sundarbans for Biodiversity Conservation and Increased Adaptation to Climate Change of Government of Germany / GIZ
- UNDP's National Adaptation Plan (NAP) project

In particular, the UN-REDD Bangladesh National Programme will work closely with the USAID financed support in developing a National Forest Inventory and a Satellite Forest Monitoring System under Component 4 of the Roadmap, and with the UNDP Chittagong Hill Tracts Development Facility (CHTDF) to jointly deliver relevant activities related to awareness, stakeholder consultation and engagement and systems for transparent and equitable benefit sharing. Specific coordination and collaboration arrangements are currently being negotiated, and overall processes of coordination and alignment for the implementation of the Roadmap will be managed by the RSC. The UN-REDD programme will also built on the achievements of the above mentioned projects and will ensure duplications being avoided. Also, all possible avenues will be explored during the implementation phase to ensure that the UN-REDD programme interventions complement any existing effort of the on-going and past initiatives.

Use of the UN-REDD Programme logo

When developing communications products to support UN-REDD NP activities, the current logo available on the workspace and via the UN-REDD Secretariat, should always be used. When resizing the logo, the relative proportions/dimensions and colours of the logo should not be altered. To accommodate certain layouts (i.e. cover designs), it is permitted to separate the UN-REDD Programme logo from the three agency logos on a given page. The UN-REDD Programme logo should only appear on materials that have been produced with funding from the UN-REDD Programme. Prior to launching materials that bear the UN-REDD Programme logo, review should be solicited from UN-REDD Programme staff, ideally from each of the three Participating UN Organizations. UN-REDD Programme staff should, in turn, ensure that the appropriate people internally have a chance to approve the use of the logo on the material.

Fund Management Arrangements

MPTF Office as the Administrative Agent. The Administrative Agent will ensure consistency of the approved Joint Programme with the applicable provisions of the Standard Administrative Arrangements (SAA) entered between donors and the Administrative Agent, and the MOU between the Participating UN Organizations and the Administrative Agent. In line with the principles under the UN-REDD Programme, two (FAO and UNDP)S participating UN Organizations will make every effort to harmonized procedures for coordinated and consistent delivery of the National Programme. UNDP is the lead agency for the implementation of the programme.

Cash Transfer

Based on the principles applied to all UN-REDD National Programmes, the two Participating UN Organizations will channel funds through a common cash transfer modality, based on the Harmonized Approach to Cash Transfer (HACT) process, and coordinate the timing of cash transfers to the single national counterpart.

Under the Harmonized Cash Transfer system (HACT) introduced by the UN EXCOM Agencies (UNDP, UNICEF, WFP and UNFPA) to reduce transaction costs on Implementing Agencies, four modalities of payments are foreseen for nationally implemented projects/programmes. They include: 1) Prior to the start of activities against agreed work plan cash transferred (direct cash transfer) to the Treasury, Ministry of Finance, for forwarding to

the Implementing Agency; 2) Reimbursements after completion of eligible activities by the Implementing Agency; 3) Direct payment to vendors or third parties for obligations incurred by the Implementing Agencies on the basis of requests signed by the designated official of the Implementing Agency; and 4) Direct payments to vendors or third parties for obligations incurred by UN Agencies in support of activities agreed with Implementing Agencies.

In March 2009, a risk assessment was performed on the MoEF. The assessment results suggest that the Ministry is equipped with suitable qualified personnel who have sufficient experience to handle its operations effectively and efficiently. Additionally, staff members are well aware of the requirement of finance and administrative regulations and hence day-to-day operations are handled accordingly without major deviations. Therefore on the assessed end result of the financial management capacity, it has been given an overall risk rating as moderate. For more details, please refer to Annex 2 – HACT Micro Assessment Report on the Ministry of Environment and Forests, Bangladesh. On the basis of this assessment outcome, the first modality of payments described above will be used.

In order to receive the funds advanced by the Participating UN Organizations, the Implementing Partner/programme must either: a) Open a bank account, under the name of the programme, to be used only for receiving the Participating UN Organizations advances through the Treasury and to make payments related to the programme; or b) In agreement with participating UN organizations, identify an existing bank account under the IP's name, that would be used solely for the purposes of receiving advances from the Participating UN Organizations through the Treasury to the programme and making payments with these advances. Under no circumstances will the Direct Cash Transfer Modality be used to advance funds to any individual inside or any entity or individual outside of the Implementing Partner or to any account other than the identified official programme bank account.

It will be the responsibility of the PMU Manager to liaise with the Participating UN Organizations to prepare a consolidated Fund Authorisation and Certification of Expenditure [FACE] form, in the required format, and provide it to the Participating UN Organizations at regular and necessary intervals.

All procurements and disbursements by the Participating UN Organizations are approved by the PD, thereby assuring coordination and ensuring national accountability. In outline, the Participating UN Organizations' rules and procedures are as follows:

FAO

For those Outputs indicated in the Results Framework, FAO receives funds and delivers services to different National Implementing Partners (NIP), in line with FAO standard procedures that are applied for Bangladesh. These procedures involve either: (i) international procurement, (ii) national procurement, or (iii) Letter of Agreement (LoA) with a national agency, with scheduled payments based on agreed work plans. Provided that basic conditions can be met, FAO will consider using HACT for Non-Commercial activities (i.e. those that do not involve procurement or contracting). In such cases, FAO will apply the outcome of the HACT micro-assessment for the NIP. A Letter of Understanding (LoU) will be signed between FAO and the NIP based on the outcome of the micro-assessment.

UNDP

For those Outputs indicated in the Results Framework, UNDP receives funds and based on the approved annual work plan provides the required financial resources to the Implementing Partners, under the NIM modality, to carry out programme activities during the annual cycle. UNDP uses the Harmonized Approach to Cash Transfer (HACT), under which the Implementing Partner (IP) will be accountable for: managing UNDP resources to achieve the expected results specified in the programme document, in accordance with the principles of the Financial Regulations and Rules of UNDP; maintaining up-to-date accounting system to ensure accuracy and reliability of financial reporting; and sending expenditure reports on a quarterly based (or more frequently as appropriate) to UNDP. For those activities and outputs for which the Government of Bangladesh requests UNDP to take responsibility, the Government of Bangladesh and UNDP will sign a Letter of Agreement for the Provision of Support Services under NIM.

Direct and Support Costs

Any direct technical assistance provided by a Participating UN Organization must be approved by the PEB on an annual basis and by the Programme Director on a quarterly basis. Directly implemented technical assistance shall be provided through the National Programme, while direct support costs the Participating UN Organizations should be charged to the Support to National REDD+ Action - Global Programme. Where UN agency direct support costs are charged to a NP budget, they should be agreed (in writing) in advance with the national counterpart. For more information, please refer to Annex 5 – Principles to be applied for National Programmes and the UN-REDD Programme Handbook for National Programmes and other National-Level Activities.

Procurement

Annual and quarterly work plans will identify responsible partners for procurements. As a general rule, under the programme's national implementation arrangement (NIM), the Government guidelines will be applied for competitive procurement of goods and services, such as advertising, tender bidding, evaluation and approval; they will also be in line with international standards for all programme-related activities. Procurement of items will be done by Implementing Partner using its own procedures and systems.

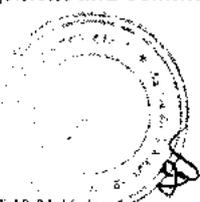
In exceptional cases, based on a specific request of the Implementing Partner, the Participating UN Organizations in line with their procurement policy may provide procurement and recruitment services to the Implementing Partner including:

- a) Identification and recruitment of programme personnel
- b) Identification and facilitation of training activities
- c) Procurement of goods and services

The national programme is a project of technical nature and designed for implementation through UNDP and FAO. The outputs envisioned in the project require dedicated staff and consultants for management and delivery of the same in timely manner. The key project activities require national and international experts. These activities are -

- establishing necessary REDD+ management processes
- formulate stakeholder engagement and communication strategy

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- identify and propose necessary revisions and alignment of laws, rules and regulations related to implementation of REDD+ programme not only in forestry sector but also in other relevant allied and dependent sector
- identify drivers of deforestation and degradation and identify mitigation policy measures
- Develop National REDD+ strategy
- developing the capacities required to begin implementation of REDD+
- Formulation of REDD+ finance management guidelines and Benefit sharing mechanism
- Determination of national GHG emission level.

To achieve the outputs allocation has been made for consultancy head. The rate for consultants is equivalent to Bangladesh /UNDP / FAO standard. The project will ensure representative from MoEF and BFD during consultant selection.

Salary Rate of PMU Staff:

As per the Pro-doc the salary rates of PMU staff have been determined by the UNDP guidelines. The following UNDP scale is applicable for the PMU staff:

Staff Designation	UNDP Salary Level
Programme Manager	SB - 4
Governance Activity Coordinator	SB - 4
Communications Officer	SB - 3
Programme Support Officer	SB - 3
Administrative Assistant	SB - 2
Programme Secretary	SB - 2

Representatives of concern ministry will be involved in the recruitment process of consultants.

It will be the responsibility of the beneficiary line ministry or government institution to ensure the settlement of all duties/taxes/levies/VAT on imported goods and services at the point of clearing from Bangladesh Customs as well as all VAT and other statutory levies applicable and payable on local procurement of goods and services. The Implementing co-partner bears no responsibility what so ever in the settlement of Government of Bangladesh duties/taxes/levies/VAT on all imported and local procurement of goods and services. The Implementing co-partner will be audited periodically as per the annual audit plan as per rules. The Ministry of Environment and Forests will be responsible for ensuring that all audit requirements are met.

A National REDD+ Steering Committee was established by the Ministry of Environment and Forests (MoEF) vide Office Order No. পবম/পরিবেশ শাখা-১/৩/ক্রাইমেট চেঞ্জ-৫২(UN-REDD)/২০১০/৪৯৩ তারিখঃ ১৩/০৭/২০১১ খ্রিঃ।

B. Project Director (PD)

The Ministry of Environment and Forests (MoEF), Government of the People's Republic of Bangladesh will appoint a Project Director (PD) to be responsible, on behalf of the government, for the project. The PD will be a senior official, equal or above, Conservator of Forest, from the FD. The PD will be responsible for the overall administration, management, coordination, implementation, monitoring, and reporting. The PD will act as the Executive of the Project Steering Committee in accordance with RMG/UNDR. The PD will head the

Project Management Unit (PMU), and will be supported by a Project Manager, PMU office staff and expert.

Responsibilities

- Ensure effective partnership with the Ministry of Land (MoL), the Ministry of Agriculture, and other implementing partners in the project
- Ensure that project activities are integrated and coordinated with the established operations of the MoEF at the central office level
- Develop and maintain close linkages with relevant sectoral government agencies, UNDP-FAO, NGOs, civil society, international organizations, and implementing partners of the project
- Supervise and lead the project team in discharging their duties at an optimum level through ensuring efficient and effective resources utilization

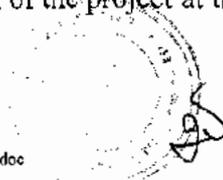
With the support of the Project Manager, the PD shall:

- Oversee establishment of the PMU, with systems for the sound management of all project activities, implementation arrangements with partner agencies, and financial disbursements
- Prepare detailed annual breakdowns of the work plan for all project objectives
- Identify resource requirements, responsibilities, task outlines, performance evaluation criteria, and work plans based on the FSP and project progress
- Develop detailed and measurable quarterly performance indicators for each project output at the outset of the project based on the FSP
- Prepare quarterly work plans, which include indications of the extent to which the previous quarter's activities have contributed to the project's overall objectives
- Prepare and finalize detailed Term of Reference and qualifications for each national expert
- Submit, as required, Annual Performance Review (APR) to tripartite (TPR) review meetings
- Direct and supervise the establishment of project administration procedures for all staff, subcontracting organizations/individuals, and participating agencies
- Approve quarterly status and financial reports for comment and approval by the Outcome Board
- Approve six-month budget forecast requests for approval by the Outcome Board
- Oversee implementation of Outcome Board directives

District Committees

The term "District Committees" refers to District Environment and Forest Development Committee (DEFDC), District Disaster Management Committee (DDMC) and Upazila Development Coordination Committee (UDCC). The Deputy Commissioner of each district will coordinate these committees to ensure effective implementation of project activities at the local level. Specific tasks of these Committees include:

- Facilitation of effective coordination of the project at the district level

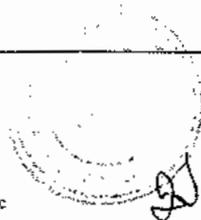


- Local conflict resolution related to land use issues
- Through UDCC, local government bodies such as Union Parishads, will be mobilized to facilitate project implementation.
- District Committees may assign CBOs if necessary to implement livelihood promotion related to activities at community and household level

Agencies Involved with Project Implementation

Agency/Name	Role in project
Ministry of Environment and Forests	<ul style="list-style-type: none"> • Implementing Ministry who will be responsible for executing the proposed project. • Delegate implementation responsibilities to its Forest Department, Forest Research Institute, Ministry of Agriculture/DAE, Ministry of Fisheries and Livestock, Ministry of Land/Coastal Land Zoning Project and any other agencies, such as NGOs or NGO Consortium(s) that will be identified during the program implementation phase, particularly in the Inception Workshop. • Chair the National Steering Committee. • Appoint a Project Director (PD) from the Ministry of Environment and Forests in the post of Joint Secretary or above. • Primary executive entity for coordination with other stakeholders through its Project Management Unit.
Forest Department, Ministry of Environment and Forests	<ul style="list-style-type: none"> • Lead Executing Agency (EA) and carry out “Climate-Resilient and Community-Based Coastal Afforestation Measures” • House the Project Management Unit (PMU).
Ministry of Land	<ul style="list-style-type: none"> • Member of the National Steering Committee. • Review impacts of existing land use policies on the sustainability of protective greenbelt structures and develop policy recommendations for MoL to enhance the sustainability of coastal forest cover • Develop a policy study on the feasibility of longer term transfer of newly accreted lands in the coastal areas from MoL to FD for mangrove development with local community participation • Incorporation of climate change aspect to facilitate adaptation in coastal area through developing a dynamic land zoning. • Allocation of newly accreted coastal lands to FD for afforestation and establishment of a community-based management system.
Bangladesh Forest Research Institute (BFRI)	<ul style="list-style-type: none"> • Member of the National Steering Committee. • Implement Model Demonstration of Mangrove and non-mangrove plantation • Provide training to participating families in model demonstration of mangrove and non-mangrove plantation

Agency/Name	Role in project
	<ul style="list-style-type: none"> • Share learning and experiences at national and international level as resources permit.
Ministry of Food and Disaster Management/ Disaster Management Bureau (DMB)	<ul style="list-style-type: none"> • Participation in National Steering Committee • Participation in disaster management and climate risk reduction activities at the District and Upazila/ Local Level, particularly in coastal areas • Recipient of input from the project to incorporate climate change projections in the definition of disaster management plans, policies and projects • Bring synergy with future activities by Comprehensive Disaster Management Programme
Ministry of Fisheries and Livestock/Department of Fisheries/Department of Livestock (DoF/DoLS)	Implement activities related to output 1.3 particularly <ul style="list-style-type: none"> • Develop training module and provide training on Poultry, Livestock and Fisheries. • Promote through demonstration of climate resilient aquaculture as alternative livelihoods of the vulnerable coastal communities. • Promote through demonstration of poultry and livestock as livelihood options. • CBO can be engaged if necessary to implement livelihood activities at local level through consultation with District Environment and Forest Development Committee (DEFDC), District Disaster Management Committee (DDMC) and Upazila Development Coordination Committee (UDCC)
Ministry of Agriculture/Department of Agriculture Extension (DAE)	Implement activities related to output 1.3 particularly <ul style="list-style-type: none"> • Provide guidance and training on agriculture-related livelihood activities • Contribution of climate tolerant/suitable crops, horticulture and agro-forestry for livelihood diversification • Provision of field-level technical support to farmers in target upazilas • CBO can be engaged if necessary to implement livelihood activities at local level through consultation with District Environment and Forest Development Committee (DEFDC), District Disaster Management Committee (DDMC) and Upazila Development Coordination Committee (UDCC)
Bangladesh Rice Research Institute (BRRJ)	Implement activities related to innovative research by inviting research proposal <ul style="list-style-type: none"> • Conduction of field-level adaptation research on non-rice crop diversification • Demonstration of adaptive technologies in high-salinity areas • Provision of training to project staff and farmers in adopting suitable rice varieties that have been tested in coastal areas (salt and inundation tolerant varieties)



Agency/Name	Role in project
Bangladesh Agricultural Research Institute (BARI)	Implement activities related to innovative research by inviting research proposal <ul style="list-style-type: none"> • Conduction of field-level adaptation research on the introduction of saline-tolerant rice varieties, including adjusted cropping cycles to avoid high saline periods • Provision of training to project staff and farmers (including women) in adopting suitable vegetable and orchard cultivation technologies that have been tested in coastal areas (inputs from consultation)
District Environment and Forest Development Committee (DEFDC), District Disaster Management Committee (DDMC) and Upazila Development Coordination Committee (UDCC)	<ul style="list-style-type: none"> • Facilitate effective coordination of project at the district level • Local conflict resolution related to land use issues • Through UDCC, local government bodies such as Union Parishads, will be mobilized to facilitate the project • District committees may assign CBOs if necessary to implement livelihood related activities at local level as part of output 1.3. • Community mobilization by invitation of the Project Management Unit and any other component
Local Communities/CBOs	<ul style="list-style-type: none"> • Participate in the planning and implementation of project interventions at the village level by invitation of the project management unit and other components through consultation with district committees (district environment and forest committee, and district disaster management committee)
Research Organizations	<ul style="list-style-type: none"> • Design and development of adaptation plans for pilot areas, on the basis of competitive procurement; • Design and development of climate change awareness campaigns for local communities by invitation of the Project Management Unit
UNDP Country Office	<ul style="list-style-type: none"> • Assurance and Technical Advisory role for implementation of the proposed Project • Support Project Director (PD) and Project Management Unit in implementing different project components • Progress reporting to GoB and FAO • Participation in the National Steering Committee • Coordination of activities with the Project Management Unit (PMU) • Technical and financial monitoring of the use of project funds • Mobilization and coordination of support from international partners through a global network • Facilitation of international dissemination of project knowledge

System of data collection and management:

The project will be implemented at the national level. The project is a consultation driven, research based and capacity building program. Consultations in the form of small meetings, workshops, seminar will mostly occur at national and sub-national level to obtain

stakeholder's opinion on project's targeted outcomes. However for research purposes, the project will select different forest areas for data collection. The data collection will be done by Forest Department's RIMS Unit and Management Plan Division. From Forest Department, inventory team will be formed who will be trained by expert of FAO.

In addition, the project will also be benefited from information generated under the:

- USAID supported – Climate-Resilient Ecosystems and Livelihoods (CREL) project
- FAO supported – Strengthening National Forest Inventory and Satellite Land Monitoring System in support of REDD+ in Bangladesh
- BCCRF supported Climate Resilient Participatory Afforestation and Reforestation Project.

Information and data to be collected by the project will be summarized first, followed by generation of draft report (outcome of the study), which will be subsequently be vetted through consultation with relevant stakeholders. Subsequently information will be fitted into the project output(s) for which the data/ information was collected. Finally the data will be used by relevant section/ wing of Forest Department for sustainable forest Management.

21. Expected Output :

The project focused on four Outcomes, with associated Outputs as follows:

- **OUTCOME 1: IMPROVED STAKEHOLDER AWARENESS AND EFFECTIVE STAKEHOLDER ENGAGEMENT**
 - Output 1.1: Public Awareness Raised
 - Output 1.2: Consultation and Participation Plan
- **OUTCOME 2: NATIONAL REDD+ STRATEGY PREPARATION SUPPORTED**
 - Output 2.1: Strengthen legal, policy and legislative framework for REDD+
 - Output 2.2: Drivers of deforestation and forest degradation identified
 - Output 2.3: Detailed understanding on the priority drivers of deforestation and forest degradation
 - Output 2.4: REDD+ strategies to address drivers of deforestation and forest degradation
 - Output 2.5: Operationalising REDD+ implementation
 - Output 2.6: Transparent system for national level management of REDD+ finances in place
 - Output 2.7: Transparent system for local distribution of REDD+ incentives



- **OUTCOME 3: PREPARATION OF NATIONAL FOREST REFERENCE EMISSION LEVEL (REL) AND/OR FOREST REFERENCE LEVEL (RL) SUPPORTED**
 - Output 3.1: Capacities for the development of Reference Emission Level strengthened
 - Output 3.2: National circumstances and historical data considered for RELs/RLs
 - Output 3.3: RELs/RLs tested
- **OUTCOME 4: ESTABLISHMENT OF NATIONAL FOREST MONITORING SYSTEM SUPPORTED**
 - Output 4.1: Capacities to implement the GHG inventory for the forest sector strengthened
 - Output 4.2: Integrated forest information system developed

Beneficiary of Project

Project Beneficiary	Anticipated Benefit
Forest Department, MoEF	By the end of the project the following benefits are envisioned: <ul style="list-style-type: none"> • Improved capacity of Forest Department in piloting REDD+ activities • Improved interagency coordination mechanisms • Improved integration of researchers, civil society, ethnic groups etc in REDD+ activities • Improved forest monitoring system • Newly developed financial mechanism for REDD+ benefit acquisition and distribution.

Application of information and lessons learned under the Project are as follows:

Information / knowledge products	Application
UN-REDD+ implementation management framework	The management framework will lead during the pilot phase of the UN-REDD+. This management framework will also play key role during operational phase of the project.
Monitoring, Reporting and Verification System	This system will ensure a transparent, consistent, comparable, complete and accurate reporting system for forest resources of Bangladesh. This system will also act as a key benchmark element contributing towards approval of REDD+ project and financing.
National REDD+ Strategy	Implementation of the National REDD+ strategy will ensure improvement in forestry sector, capacity development, sustainability of forest resources, poverty alleviation at the local level, regional development, better cross-sectoral integration.
Reference Emission Level	Will act as benchmark against which future REDD+ project performance will be measured. This will also provide an idea of how our forest resources have degraded over time and what caused the degradation and where.

22. Monitoring, Evaluation and Reporting :

Reporting and monitoring provide opportunities at regular predetermined points to validate the logic of the R-PP implementation, and to make adjustments as needed. Information from systematic monitoring needs to be used to encourage improvements or reinforce plans, as well as provide critical input to evaluation. It is difficult to evaluate a process that is not well designed and that does not systematically monitor its progress.

The relevant impact, outcomes and outputs delivered will be reported on and monitored during the implementation the National UN-REDD Programme. As necessary parameters for monitoring and evaluation such as baselines, indicators, targets and means of verifications are provided in Table 1: National Programme Results Framework of PRODOC. This section is focus on how monitoring and evaluation activities will be carried out during the implementation of the National UN-REDD Programme in Bangladesh.

Monitoring and Evaluation Schedule and Resources

In order to ensure adaptive management of the process, the implementation of the National UN-REDD Programme will be monitored and evaluated periodically through internal reviews (i.e., quarter, semi-annual, annual progress reporting). There will be a mid-term evaluation (US\$ 10,000 allocated under Output 2.5) and a final evaluation³ (US\$ 40,000 allocated under Output 2.5) carried out by an independent reviewer at the end of the implementation to assess achievements and lessons and to make recommendations for remedial action and future consideration. In general, the monitoring activities will be carried out by the PMU in coordination with the FD, other partners and the Participating UN Organizations, while the indirect cost will ensure quality assurance and oversight by the Participating UN Organizations.

During evaluation other stakeholders e.g., Ministry of Environemnt and Forests, relevent Sector Division of Planning Commission, Implementation Monitoring and Evaluation Division, Economic Relation Division will be involved.

Annual/Regular Reviews

The Participating UN Organizations are required to provide narrative reports on results achieved, lessons learned and the contributions made to the National Programme. The information shall be consolidated by the Programme Manager into a narrative report every six months and submitted to the PEB. The reports will then be forwarded by the UN Resident Coordinator to the UN-REDD Secretariat. The UN-REDD Secretariat shall provide the Policy Board updates on the implementation progress of the National Programme every six months, based on information received from the UN Resident Coordinator. The UN Resident Coordinator will assist in ensuring the participating UN Organizations at the country level provide the necessary information. The UN-REDD Coordination Group shall also follow-up with the relevant officers and representatives of the participating UN Organizations to ensure the delivery of the report.

³ The provision for the evaluation of the UN Joint Programme (UNJP) may be budgeted under the components of any of the participating agencies. A joint evaluation, wherein the evaluation units of all concerned agencies participate in the Evaluation Management Group, is the preferred option.

The Administrative Agent will provide regular updates on the financial status of the MPTF to the Policy Board, for review and action as appropriate. The Administrative Agent and Participating UN Organizations will be audited in accordance with their own Financial Regulations and Rules.

In accordance with the UN-REDD Memorandum of Understanding (MoU), the participating UN Organizations in receipt of UN-REDD resources will be required to provide the Administrative Agent with the following statements and reports for each National Programme:

- National Programme Annual Narrative and Financial Report for each 12 months period ending 31 December each year (1 January - 31 December), as per the deadline agreed between the three Participating UN Organizations and the MPTF Office (See the National Programme annual reporting template);
- National Programme Semi-Annual Narrative and Financial Reports for the six months period ending 30 June each year (1 January - 30 June), as per the deadline agreed between the three Participating UN Organizations and the MPTF Office (See the National Programme semi-annual reporting template);
- A Final National Programme Narrative and Financial Report, after the completion of all National Programme activities financed from the UN-REDD Programme MPTF, as per the deadline agreed between the three Participating UN Organizations and the MPTF Office. These financial statements are provided to the MPTF Office from the Headquarters of the Participating UN Organizations (See the National Programme final reporting template);
- A Final Certified National Programme Financial Statement, to be provided no later than 30 June of the year following the financial closing of Programme activities.

The Administrative Agent shall prepare consolidated narrative progress and financial reports consisting of the reports referred to above submitted by each Participating UN Organization, and shall provide those consolidated reports to the UN-REDD Policy Board through the Secretariat. Subsequently, in accordance with the MoU and the Standard Administrative Agreement, the Administrative Agent will submit consolidated narrative and financial reports to all UN-REDD Programme donors. Agreed standard UNDG financial and progress reporting formats will be utilised. The Administrative Agent will also submit to donors a certified annual financial statement (Source and Use of Funds).

Upon closure, all National Programmes are required to undertake a final evaluation. The evaluation is undertaken to assess the programme performance, and determine outcomes and impacts stemming from the programme, including their sustainability. The evaluation has two primary objectives: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote learning, feedback and knowledge sharing through results and lessons learned among the participating UN Organizations and other partners. Information given to the press, to the beneficiaries of the UN-REDD Programme, all related publicity material, official notices, reports and publications, shall acknowledge the role of the UN-REDD donors, the UN Agencies, and any other relevant parties.

Whenever possible and to the extent that it does not jeopardize the privileges and immunities of UN Participating Organizations, and the safety and security of their staff, UN Participating

Organizations will promote donor visibility on information, programme materials and at programme sites, in accordance with their respective regulations, rules, policies and procedures.

Evaluation

All programmes supported by the UN-REDD Programme MPTF will undertake a (mid-term and) final evaluations which will assess the relevance and effectiveness of the intervention, and measure the development impact of the results achieved, on the basis of the initial analysis and indicators described at the time of programme formulation. The mid-term evaluation will be an internal exercise to review the effectiveness of programme management and substantive progress, and to take stock of any lessons to ensure adaptive management of the Bangladesh UN-REDD National Programme. The UN-REDD Programme Secretariat is responsible for preparing Terms of Reference for the National Programme final evaluations, ensuring its compliance with the MoU and the policies and procedures of each of the implementing UN Agencies. The budget for final evaluations should be included in the National Programme budget. The overall UN-REDD Programme will be externally evaluated every two to three years.

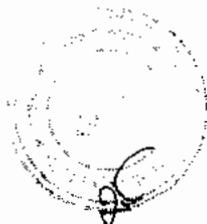
Reporting

All reports are to be submitted to the UN-REDD Secretariat (un-redd@un-redd.org) by the communicated deadline. These reports serve all UN-REDD Programme reporting needs, including those of the UN-REDD Programme's Administrative Agent, the MPTF Office. The MPTF Office submits the consolidated reports, to the UN-REDD Policy Board and the donors of the UN-REDD MPTF account.

In preparing the NP reports, the responsibilities are as follows:

- *Participating UN Organizations* prepare and sign-off the reports, determining its own internal process as appropriate and nominate one or more reporting focal points per country. The focal points will report on activities managed at regional/headquarter level, request inputs from National Programme Manager, and sign-off the narrative reports before sending it to the UN-REDD Secretariat.
- *The National Programme Manager* should complete the narrative reports, including the financial information, of the National Programme and request comments and clearance of the report from the Government Counterpart; and return the report to the focal points.
- *The Government Counterpart* shall provide additional and complimentary information, as well as sign the report.
- *The UN Resident Coordinator* shall support coordination of the participating UN organizations at the country level to ensure that the necessary information is provided.

27



M&E workplan

Type of M&E activity	Responsible Parties	Time frame
Inception Workshop and Report	<ul style="list-style-type: none"> ▪ Project Director ▪ Project Manager ▪ PMU ▪ UNDP CO, FAO 	Within first two months of project start up.
Measurement of Means of Verification of project results.	<ul style="list-style-type: none"> ▪ UNDP FAOA/Project Manager will oversee the hiring of specific studies and institutions, and delegate responsibilities to relevant team members ▪ Project Manager /PMU 	Start, mid and end of project (during evaluation cycle) and annually when required.
Measurement of Means of Verification for Project Progress on <i>output and implementation</i>	<ul style="list-style-type: none"> ▪ Oversight by Project Director ▪ Project Manager /PMU ▪ Implementation teams 	Annually prior to ARR/PIR and to the definition of annual work plans.
ARR/PIR	<ul style="list-style-type: none"> ▪ Project Manager ▪ PMU ▪ UNDP CO ▪ UNDP RTA ▪ UNDP EEG 	Annually
Periodic status/ progress reports	<ul style="list-style-type: none"> ▪ Project Director ▪ Project Manager and team 	Quarterly
Mid-term Evaluation	<ul style="list-style-type: none"> ▪ Project Director ▪ Project Manager ▪ PMU ▪ UNDP CO ▪ UNDP RCU ▪ External Consultants (i.e. evaluation team) 	At the mid-point of project implementation.
Terminal Evaluation	<ul style="list-style-type: none"> ▪ Project Director ▪ Project Manager ▪ PMU ▪ UNDP CO ▪ UNDP RCU ▪ External Consultants (i.e. evaluation team) 	At least three months before the end of project implementation
Synthesis of major achievements & Lessons learned report	<ul style="list-style-type: none"> ▪ Project Team ▪ UNDP CO ▪ BFD ▪ CMCs/FRPGs ▪ Key Project Cofinancing Partners (BCCRF CRPARP /USAID CREL /CDMP) ▪ UNDP-GEF RCU 	
Audit	<ul style="list-style-type: none"> ▪ UNDP CO ▪ Project Manager ▪ PMU 	Yearly

Type of M&E activity	Responsible Parties	Time frame
Visits to field sites	<ul style="list-style-type: none"> ▪ UNDP CO ▪ UNDP RCU (as appropriate) ▪ Government representatives 	Yearly for UNDP CO; as required by UNDP RCU

23. Legal Context

The Participating UN Organizations (FAO, UNDP and UNEP) have signed a Memorandum of Understanding (MOU) to implement the UN-REDD Collaborative Programme, which came into effect on 20th June 2008. The current Programme strategy runs between 2011 and 2015. The project period has been decided to start from July 2015 in accordance with the agreement signed between the National Coordinating Authorities of the Government of the People's Republic of Bangladesh and the participating UN organizations. Otherwise a current or future start date would have shortened project duration by several months.

This National Programme document is consistent with the cooperation/assistance agreements signed by the lead UN agencies involved in this programme with the Government of Bangladesh. For the UNDP, this document is pursuant to the Country Programme Action Plan and the Standard Basic Assistance Agreement (SBAA) it signed with the Government of Bangladesh. All provisions in the SBAA therefore apply to this document. Consistent with Article III of the SBAA, the responsibility for the safety and security of the Implementing co-partner and its personnel and property, and of the UN Agencies' property in the Implementing co-partner's custody, rests with the implementing co-partner.

The implementing co-partner shall:

- put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the programme is being carried; and
- assume all risks and liabilities related to the Implementing co-partner's security, and the full implementation of the security plan.

The UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

On the part of the FAO, this document is consistent with the basic agreement with Government of Bangladesh as indicated in the exchange of letters between the Government of Bangladesh and FAO in 1977, which led to the establishment of the FAO country office in Dhaka.

The FAO Representative shall represent the Organization in Bangladesh, and shall be responsible within the limits of the authority delegated to him/her, for all aspects of the Organization's activities in the country. In the effective performance of his/her functions, the FAO Representative shall have access to appropriate policy and planning levels of Government in the agriculture, fishery and forestry sectors of the economy, as well as, to central planning authorities. He/she shall maintain close liaison with the Government's coordinating agency for external assistance and thereby serve to keep all the appropriate Government agencies fully informed on all aspects of the policies and procedures of FAO's programme in Bangladesh. In addition, in order to facilitate the implementation of the Programme by FAO, the Government of Bangladesh agrees to the supplementary arrangements contained in Annex 6 to this document in connection with FAO's activities under the Programme.



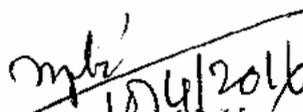
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For UNEP, in line with its position as a non-resident agency with a global mandate for technical cooperation and capacity building, the signed National Programme document shall be the legal basis of UNEP's relation with the Government of Bangladesh within the context of this programme. UNEP is not directly responsible for the delivery of any particular results under this UN-REDD National Programme. Hence, no budget allocation is made to UNEP. However, UNEP might be asked by the Government of Bangladesh to provide technical guidance on relevant issues under the National Programme. In such case, UNEP may offer its assistance remotely in close coordination with the programme management team.

The Participating UN Organizations agree to undertake all reasonable efforts to ensure that none of the funds received pursuant to UN-REDD are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by Participating UN Organizations do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this programme document.

The TPP and the UNDP National Programme Document (NPD) are, for all purposes related to implementation, the legal document by which UNDP, FAO and the GOB will be guided by. The Government of Bangladesh may prepare for its own internal planning and approval purposes a matching document such as the TPP of which this document is a part. In the event of any discrepancies between the National Programme Document (NPD) and a related GoB document- TPP (including, but not limited to, discrepancies in terms of financial provisions), the provisions outlined in both documents are valid.


 Md. Yunus Ali
 Signature of the Head of the Conservator of Forests
 Executing Agency with seal and date
 Bangladesh Forest Department

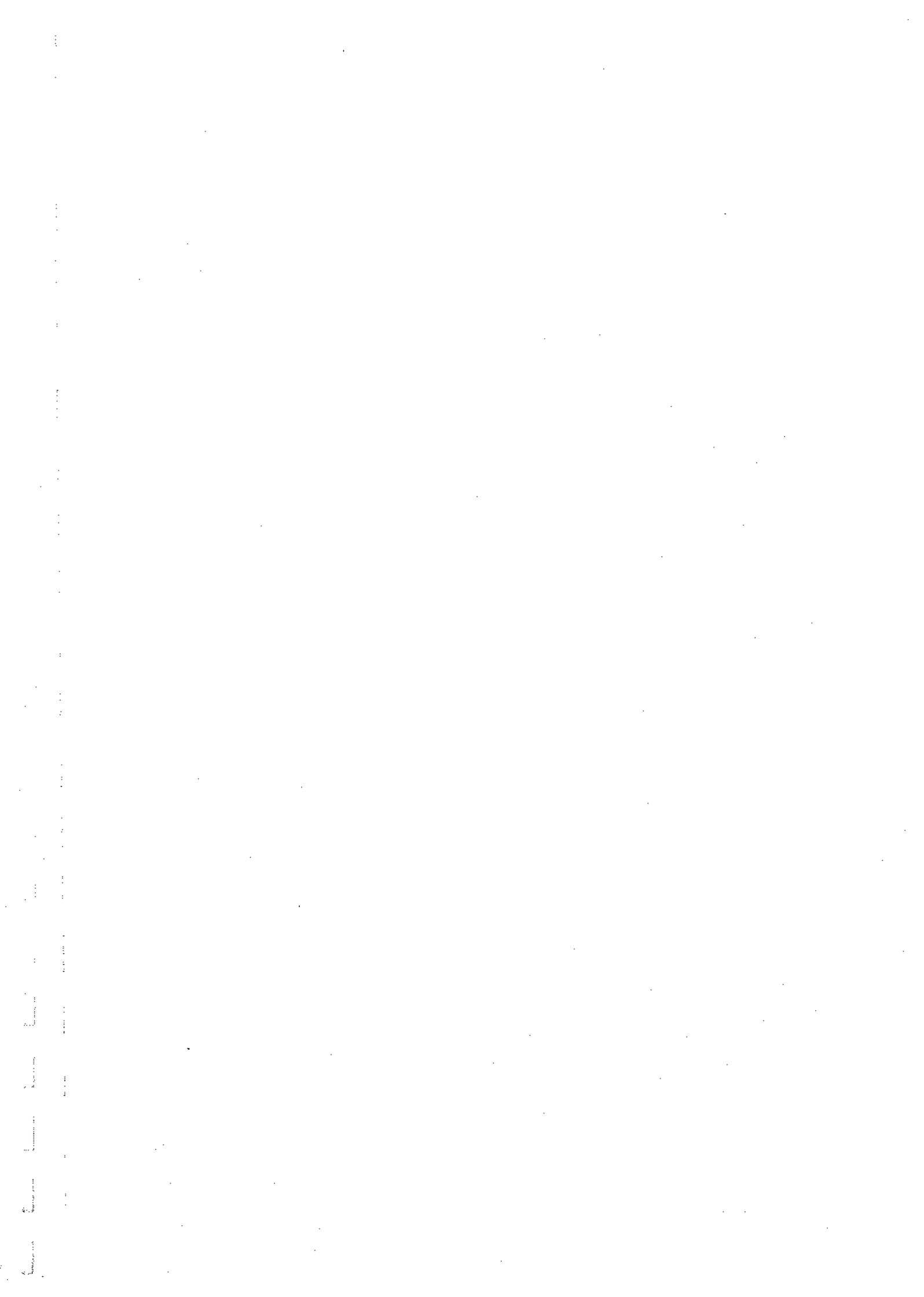

 Recommendation and signature of the Secretary
 Of the sponsoring Ministry/Division with seal and date
 ড. কামাল উদ্দিন আহমেদ
 সচিব
 পরিবেশ ও বন মন্ত্রণালয়
 গণপ্রজাতন্ত্রী বাংলাদেশ সরকার



Annexure -I : Economic Code and sub-code wise description and year-wise breakdown of quantity and cost.

(Taka in Lakh)

Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)				Year-1 (2015-2016)				Year-2 (2016-2017)				Year-3 (2017-2018)			
			Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total
(a) Revenue component																		
4800-4899- Supplies and Services:																		
4801	Travelling Allowances (Transportation and DSA- Outcome/Output wise allocation: Appendix-1/2/6)	Ls	Ls	-	311.298	311.298	Ls	-	109.590	109.590	Ls	-	141.960	141.960	Ls	-	59.748	59.748
Project Management Unit																		
4804	Project Manager (PMU)	mm	36		84.240	84.240	12		28.080	28.080	12		28.080	28.080	12		28.080	28.080
4804	Finance and Accounts Officer (PMU)	mm	36		42.120	42.120	12		14.040	14.040	12		14.040	14.040	12		14.040	14.040
4804	Communication Expert (PMU)	mm	36		56.160	56.160	12		18.720	18.720	12		18.720	18.720	12		18.720	18.720
4804	Governance Expert (PMU)	mm	36		56.160	56.160	12		18.720	18.720	12		18.720	18.720	12		18.720	18.720
4804	Administration Assistant (PMU)	mm	36		28.080	28.080	12		9.360	9.360	12		9.360	9.360	12		9.360	9.360
4804	Programme Secretary (PMU)	mm	36		23.170	23.170	12		7.723	7.723	12		7.723	7.723	12		7.723	7.723
4804	Total-Contingent Staff (Ref: Staff list Appendix-4)	MM	216	-	289.930	289.930	72	-	96.643	96.643	72	-	96.643	96.643	72	-	96.643	96.643
4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials. Outcome/Output wise allocation: Appendix-1/2/6)	LS	LS		147.810	147.810	LS	-	53.820	53.820	LS	-	65.130	65.130	LS	-	28.860	28.860
4874 National Consultant																		
4874	Website Development Specialist	mm	4		9.360	9.360	4.00		9.36	9.36								0.00
4874	REDD+ Awareness and Material Development Specialist	mm	6		14.040	14.040	6.00		14.04	14.04								0.00
4874	Legal, Policy and Legislative framework for REDD+ Specialist	mm	8		18.720	18.720	8.00		18.72	18.72								0.00
4874	Deforestation and Forest Degradation Drivers Identification Specialist	mm	9		21.060	21.060	9.00		21.06	21.06								0.00
4874	REDD+ Strategy Specialist	mm	6		14.040	14.040					5.00		11.70	11.70	1.00		2.34	2.34
4874	Capacity Need Assessment Specialist	mm	4		9.360	9.360	4.00		9.36	9.36								0.00
4874	Institutional arrangements Specialist	mm	6		14.040	14.040	6.00		14.04	14.04								0.00



Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)			Year-1 (2015-2016)			Year-2 (2016-2017)			Year-3 (2017-2018)						
			Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total				
4874	REL/RL & sub-national REL/RLs capacity building, Development and Validation Specialist	mm	16		37.440	37.440				12.00		28.08	28.08	4.00		9.36	9.36	
4874	Policy and Law Analysis and Governance Specialist	mm	6		14.040	14.040	6.00		14.04	14.04							0.00	
4874	Climate Change Vulnerability Assessment Specialist	mm	4		9.360	9.360				4.00		9.36	9.36					
4874	Forest Cover and Carbon Stock Change assessment Specialist	mm	6		14.040	14.040				5.00		11.70	11.70	1.00		2.34	2.34	
4874	Deforestation and Degradation Assessment Specialist	mm	9		21.060	21.060				5.00		11.70	11.70	4.00		9.36	9.36	
4874	Remote Sensing Specialist	mm	9		21.060	21.060				6.00		14.04	14.04	3.00		7.02	7.02	
4874	MRV Specialist	mm	6		14.040	14.040				5.00		11.70	11.70	1.00		2.34	2.34	
4874	Technical capacity building on the GHG inventory for the LULUCF sector and Institutional Support Specialist	mm	16		37.440	37.440				6.00		14.04	14.04	10.00		23.40	23.40	
4874	Data Collection Data Management System, integration and Documentation Specialist	mm	10		23.400	23.400				4.00		9.36	9.36	6.00		14.04	14.04	
	Total-National Consultant		125		292.500	292.500	43		100.620	100.620	52		121.680	121.680	30		70.200	70.200
	International Consultant																	
4874	REL/RL & sub-national REL/RLs capacity building, Development and Validation Specialist	mm	4		37.440	37.440				3.00		28.08	28.08	1.00		9.36	9.36	
4874	Technical capacity building on the GHG inventory for the LULUCF sector and Institutional Support Specialist	mm	3		28.080	28.080				3.00		28.08	28.08					
4874	Data Management System, integration and Documentation Support Specialist	mm	2		18.720	18.720				2.00		18.72	18.72					
	Total-International Consultant		9	0	84.240	84.240	0	0	0.000	0.000	8	0	74.880	74.880	1	0	9.360	9.360
	Total Natl & Intl Consultants (Appendix - 5)	MM	134	-	376.740	376.740	43	-	100.620	100.620	60	-	196.560	196.560	31	-	79.560	79.560

Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)			Year-1 (2015-2016)			Year-2 (2016-2017)			Year-3 (2017-2018)						
			Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total				
	Technical Support Service: FAO																	
	FAO Dhaka Staff																	
4804	MRV Coordinator	mm	36		62.283	62.283	12		20.763	20.763	12		20.760	20.760	12		20.760	20.760
4804	Finance Officer	mm	36		33.221	33.221	12		11.074	11.074	12		11.074	11.074	12		11.074	11.074
4804	Finance Assistant	mm	36		27.684	27.684	12		9.228	9.228	12		9.228	9.228	12		9.228	9.228
4804	National Operation Assistant	mm	36		27.684	27.684	12		9.228	9.228	12		9.228	9.228	12		9.228	9.228
4804	Office messenger	mm	36		10.800	10.800	12		3.600	3.600	12		3.600	3.600	12		3.600	3.600
4804	Backstopping mission from FAO HQ	LS	LS		296.650	296.650	LS		109.750	109.750	LS		150.700	150.700	LS		36.200	36.200
	Total FAO		180		458.322	458.322	60		163.643	163.643	60	-	204.590	204.590	60	-	90.090	90.090
	Sub-total Revenue Component			-	1,584.100	1,584.100		-	524.316	524.316		-	704.883	704.883		-	354.901	354.901
	(b) Capital Component																	
	6800-6899- Acquisition of Assets:																	
6815	Desktop Computer	Number	6	-	6.000	6.000	6	-	6.000	6.000	0	-	0.000	0.000	0	-	0.000	0.000
6815	Laptop Computer	Number	6	-	6.000	6.000	6	-	6.000	6.000	0	-	0.000	0.000	0	-	0.000	0.000
6819	Laser Printer	Number	2	-	3.000	3.000	2	-	3.000	3.000	0	-	0.000	0.000	0	-	0.000	0.000
6819	Scanner	Number	1	-	0.648	0.648	1	-	0.648	0.648	0	-	0.000	0.000	0	-	0.000	0.000
6869	Air-cooler (Split)	Number	2	-	2.000	2.000	2	-	2.000	2.000	0	-	0.000	0.000	0	-	0.000	0.000
6821	Furniture	Ls	Ls	-	7.000	7.000	Ls	-	7.000	7.000	0	-	0.000	0.000	0	-	0.000	0.000
6813	Survey Equipments	Ls	Ls	-	9.360	9.360	Ls	-	6.240	6.240	Ls	-	3.120	3.120	0	-	0.000	0.000
6817	Computer softwear	Ls	Ls	-	1.950	1.950	Ls	-	1.950	1.950	Ls	-	0.000	0.000	Ls	-	0.000	0.000
	GPS	Number	17	-	17.160	17.160	17	-	17.160	17.160	0	-	0.000	0.000	0	-	0.000	0.000
6851	Others	Ls	Ls	-	14.822	14.822	Ls	-	5.460	5.460	Ls	-	5.462	5.462	Ls	-	3.900	3.900
6815	Server	Number	1	-	24.960	24.960	1	-	24.960	24.960	0	-	0.000	0.000	0	-	0.000	0.000
	Sub-total Capital Component			-	92.900	92.900		-	80.418	80.418		-	8.582	8.582		-	3.900	3.900
	Total (Revenue+Capital):			-	1,677.000	1,677.000		-	604.734	604.734		-	713.465	713.465		-	358.801	358.801
	4899 Service Charge of UNDP and FAO (7%)			-	117.390	117.390		-	41.250	41.250		-	51.706	51.706		-	24.435	24.435
	Total Project Cost:			-	1,794.390	1,794.390		-	645.984	645.984		-	765.171	765.171		-	383.235	383.235



Annexure – II: Terms of Reference (TOR) for consultants

Annexure II: ToR 1/19

Type and Position:	National Consultant: Website Development Specialist
Type of Contract:	Individual Contract
Duration:	4 months
Duty Location:	Dhaka, Bangladesh
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives.

Objectives of the assignment

The objective of the assignment is to establish a national REDD+ website for the country. The website is to serve as a key medium for information sharing and knowledge management for the national REDD+ process. The website is also intended to raise the overall visibility of the country's efforts towards REDD+ Readiness among the external audience to promote increased international support for Bangladesh.

The web designer will work under the direct supervision and guidance of the Project Director and Programme Management Unit (PMU). Additional guidance on technical elements will also be provided by the international advisor to the INP.

Scope of Work

Under this objective, the consultant will:

- Review national REDD+ websites from other countries, including the website of the - <http://www.vietnam-redd.org/Web/Default.aspx?lang=en-US> to develop a basic understanding of objectives and functionality of such a website;
- Identify a preliminary structure and functions of the website in consultation with the Project Director, PMU and international advisor;
- Design the national REDD+ website, using a commonly used content management system – the website must follow the World Wide Web Consortium (W3C) standards for wide accessibility;
- Reflect feedback from the INP Director, PMU and international advisor to fine-tune the design and functionality of the website;
- Publish the website;

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- Prepare a simple manual for maintaining, managing and updating web contents; and
- Provide a periodic maintenance service.

Expected Outputs/ Deliverables

Following outputs a) and b) must be reviewed and approved by the Project Director, PMU and international advisor.

- a) Architecture and design (including prototypes, wireframes and sitemap) of the Bangladesh National REDD+ Programme website
- b) Implementation of a)
 - Final website published
 - UNDP staff trained to maintain, manage and upgrade the website content with clear instruction notes
 - Bangladesh National REDD+ Programme website operational

The web designer will also allocate a total of 5 days to provide a periodic maintenance service. The time spent on providing this service will be tracked by the web designer to report to the PMU.

Qualifications

- Education: university degree or proven experience in Computer Science or related field;
- Experience in web design using a commonly used content management system and modules;
- Computer/software skills: Proven experience in IT and web development: DNN, Javascript, HTML, W3C standards such as XHTML, Dreamweaver and Photoshop, .ASP.Net, ASP Classic, .Net Framework and XML Web Services, DNS server, IIS web servers, and Active Directory, SQL Server MySQL and MS Access databases and PHP scripting language;
- Strong communication and interpersonal skills: ability to communicate with non-experts in simple terms about IT processes and train non-experts in website maintenance;
- Background in media and communications are desirable; and
- Language: able to work and communicate proficiently in English.



Annexure II: ToR 2/19

Type and Position:	National Consultant: REDD+ Awareness and Material Development Specialist
Type of Contract:	Individual Contract
Duration:	6 months
Duty Location:	Dhaka, Bangladesh with field visits
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives.

Objectives of the assignment

The objective of this assignment is to increase awareness of REDD+ and develop necessary materials.

Scope of Work

The scope of the work is as follows:

- Provide inputs to the International Consultant to develop a work plan including proposed methodologies for increasing REDD+ awareness;
- Organise and carry out interviews, focus group discussions, and workshops under methodological guidance from the International Consultant to develop materials

Tasks to be performed

The incumbent will work under the direct guidance of Assistance Country Director of CCED, UNDP, with additional guidance from the UNDP Programme Officer, Technical Advisor of the UN-REDD Programme Management Unit, Project Director and the Regional Advisors of the UN-REDD Programme.

The national consultant will carry out the following tasks:

1. Preparation of a detailed work plan: The detailed work plan should provide information on interim results, including timeline, an outline of written deliverables and an outline of workshops and other interaction with key stakeholders
2. Consult key stakeholders to validate findings through Workshops.

3. Support the REDD+ Roadmap Development process
4. Final report preparation (not more than 40 pages).

Expected Outputs/ Deliverables

The key outputs to be delivered by the National Consultant – Prioritising REDD+ Policies and Measures are as follows:

1. Preparation of a detailed work plan
2. Consult key stakeholders to validate findings through Workshops
3. Assess candidate REDD+ PAMs according to agreed criteria
4. Support the REDD+ Roadmap Development process
5. Final report preparation

Qualifications

The contracted consultant should work as a team. The team is expected to work under guidance of the international expert and have a senior expert with at least an advanced degree in forest governance, natural resources management, or related field. Demonstrated ability to examine laws, policies, and programmes related to economics, governance, demographics, and social development that have bearing on forest management and land use change is highly desirable.

The team shall be led by a designated senior expert, who is responsible for overall coordination of assignment with the international expert and reporting to the coordinator.

The national consultant should have:

- At least 5 years (10 years for the senior expert) of experience in relevant fields;
- At least master's degree or equivalent;
- At least 5 years of experience working with national and sub-national authorities and non-state stakeholders in relevant areas;
- Excellent drafting skills and fluency in English; and
- Previous work experience with international organizations.



Annexure II: ToR 3/19

Type and Position:	National Consultant: Legal Policy and Legislative Framework Specialist for REDD+
Type of Contract:	Individual Contract
Duration:	8 months
Duty Location:	Dhaka, Bangladesh
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives.

Objectives of the assignment

In this study, policies and measures (PAMs) are to be understood, respectively, as a set of principles of action adopted by the Government, and specific plans of action to implement the principles. This study will generate a set of prioritized candidate PAMs, while also designing the approach for prioritizing PAMs, which can then be used and improved throughout the implementation of REDD+.

Scope of Work

The scope of the work is as follows:

1. Refinements of preliminary list of candidate PAMs (2 days)
2. Support to the identification of criteria for the prioritisation of REDD+ PAMs (2 days)
3. Assessment of REDD+ PAMs according to criteria: (20 days)
 - Undertake quantitative scoring (where relevant) of each PAMs against each criteria
 - Organize expert groups to undertake scoring of qualitative criteria
 - Finalize and present the completed effects tables with all scores included
4. Facilitate and organize the discussions, meetings, workshops among key stakeholders to analyse and prioritise PAMs (11 days)
5. Provide inputs for the analysis of the PAMs prioritisation process (7 days)

Tasks to be performed

The incumbent will work under the direct guidance of Assistance Country Director of CCED, UNDP, with additional guidance from the UNDP Programme Officer, Technical Advisor of the UN-REDD Programme Management Unit, Project Director and the Regional Advisors of the UN-REDD Programme.

The national consultant will carry out the following tasks:

1. Preparation of a detailed work plan: The detailed work plan should provide information on interim results, including timeline, an outline of written deliverables and an outline of workshops and other interaction with key stakeholders. It will also make the roles of national and international consultant more specific than laid out in these terms of reference.

The work plan will lay out the approach to engage with key stakeholders. This may include several workshops for consultation and validation (see below). This may also include focus group discussions.

There are several key methodological issues need to be addressed in the work plan. It needs to be decided whether the prioritisation criteria should also be used as evaluation criteria for individual REDD+ PAMs, which may have implications for a related monitoring & evaluation framework. Also, a methodology for assessing PAMs based on criteria identified will need to be laid out. This includes that a methodology for assessing the feasibility of PAMs based on the governance environment needs to be defined, possibly to rely on the underlying drivers of land-use change, the land-use change agents and the government interface of drivers and PAMs.

2. Consult key stakeholders to validate findings through Workshops.
3. Support the REDD+ Roadmap Development process
 - a. The results of this study needs to be included in the national REDD+ roadmap being developed. The consultants will therefore be requested to provide assistance to the consultant working concurrently on roadmap development.
4. Final report preparation:
 - a. Tentatively this report could contain the following sections:
 - i. Executive summary
 - ii. Introduction
 - iii. Approach
 - iv. Information on criteria for prioritising candidate PAMs (criteria to be identified together with key stakeholders)
 - v. Summary information on PAMs as per prioritisation criteria (including some information contributed by other studies and some information generated in this study together with key stakeholders)
 - vi. Analysis of candidate PAMs based on criteria (prioritisation based on a workshop with key stakeholders)
 - vii. Description of how the prioritisation of REDD+ PAMs could fit into regular government processes for programme development and budgeting
 - viii. Recommendations (these refer to the scope of this work and in addition, as appropriate and useful, to the monitoring & evaluation of government programmes (i.e., REDD+ actions) including in terms of non-carbon benefits and to a national structure for channelling international funding to REDD+ actions in alignment with national budgeting)

Expected Outputs/ Deliverables

The key outputs to be delivered by the National Consultant – Prioritising REDD+ Policies and Measures are as follows:

1. Preparation of a detailed work plan
2. Consult key stakeholders to validate findings through Workshops
3. Assess candidate REDD+ PAMs according to agreed criteria
4. Support the REDD+ Roadmap Development process
5. Final report preparation

Qualifications

The contracted consultant should work as a team. The team is expected to work under guidance of the international expert and have a senior expert with at least an advanced degree in forest governance, natural resources management, or related field. Demonstrated ability to examine laws, policies, and programmes related to economics, governance, demographics, and social development that have bearing on forest management and land use change is highly desirable.

The team shall be led by a designated senior expert, who is responsible for overall coordination of assignment with the international expert and reporting to the coordinator.

The national consultant should have:

- At least 5 years (10 years for the senior expert) of experience in relevant fields;
- At least master's degree or equivalent;
- At least 5 years of experience working with national and sub-national authorities and non-state stakeholders in relevant areas;
- Excellent drafting skills and fluency in English; and
- Previous work experience with international organizations.



Annexure II: ToR 4/19

Type and Position:	National Consultant: Deforestation and Forest Degradation Drivers Identification Specialist
Type of Contract:	Individual Contract
Duration:	9 months
Duty Location:	Dhaka, Bangladesh with field visits
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives. The contracted individual is expected to work closely with a separately contracted international expert on forest governance and REDD+.

Objectives of the assignment

The objective of the assignment is to develop a detailed understanding of key drivers of deforestation and forest degradation, sustainable forest management and forest enhancement in Bangladesh with respect to historical, current and future timescales in a spatially explicit manner based on which to develop specific REDD+ policies and measures to address critical drivers and their underlying causes. In that, it is important to assess relations between drivers of deforestation, forest degradation, sustainable forest management and forest enhancement together with their interactions with other underlying factors.

Based on understanding of drivers of deforestation, forest degradation, sustainable forest management, and forest enhancement (from here onwards referred to as 'drivers of forest cover change'), the assignment is also expected to:

- Assess past and current forestry and other relevant sector policies, laws, regulations and programmes in addressing the identified drivers of forest cover change in Bangladesh; and
- To identify potential policies and measures that could be implemented in the context of the REDD+ strategy process.

Scope of Work

Under this objective, the analysis will attempt:

- To describe key drivers of deforestation and forest degradation (also including those drivers that bring positive forest cover changes) across different spatiotemporal scales and seek explanations through the analysis of forest governance (including policy, legal, regulatory, institutional, socio-political, economic, cultural and biophysical factors);
- To rank order current and future drivers according to their physical impacts on forests;
- To evaluate effectiveness of relevant sector policies, laws, regulations and programmes in addressing the drivers of forest cover change in different aimags and soums; and
- To identify potential policies and measures that could be implemented in the context of REDD+.

Existing key studies on related topics will be reviewed and considered in this analysis.

The national consultant is expected to work with an international expert and to lead all discussions with national stakeholders and experts, including the conceptualization and implementation of consultation and validation meetings at national and sub-national levels. The team is also expected to identify and collect all relevant data and conduct key analysis, using an agreed analytical framework. The team is also responsible for the production of key written deliverables, agreed between the team and international expert in consultation with the study coordinator.

General Methodology

The methodology of the study consists of two broad components of investigation.

1. Political economy of drivers of deforestation and forest degradation:

The main aim of this component is to identify and analyse drivers of forest cover change and their interactions with policy, legal, regulatory, institutional, socio-political, economic, cultural and biophysical factors to explain underlying causes of those drivers. Both qualitative and quantitative data will be gathered and analysed. Primary data will be collected through interviews, focus group discussions, and surveys, while secondary data will be drawn from publications, media sources, national forest inventory, land use change assessment, and census data. Results of analysis will be organized into different spatial and temporal scales to provide historical, present and future narratives of forest cover change in Bangladesh. This work will build on the rudimentary analysis of drivers of deforestation and forest degradation provided in the National REDD+ Readiness Roadmap.

2. Spatial analysis of drivers of deforestation and forest degradation at a coarse scale:

In addition to the above described politico-economic analysis of drivers of deforestation and forest degradation, a basic spatial analysis of identified drivers of deforestation and forest degradation will be conducted to link specific drivers to changes in forest cover over a recent time scale in order to prioritise those identified drivers in the order of spatial extent and intensity of impact. The data from the recent assessment of land use change and other existing relevant physical data will be used in this analysis.

These two components will provide a clear understanding of drivers of deforestation and forest degradation in Bangladesh and their underlying causes, as well as a clear picture of critical drivers and where and under what circumstances those drivers are operant geographically. This knowledge will provide the necessary foundation for identifying and prioritizing potential policies and measures to address those critical drivers.

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Tasks to be performed

The incumbent will report directly to Environment team leader and coordinator, UNDP Bangladesh with technical guidance from and close working with International consultant, PMU, Project Director on development of detailed understanding of key drivers of deforestation and forest degradation. The deliverables will be submitted in electronic and hard form on time by the consultant to UNDP Bangladesh.

To achieve the stated objectives above, the following indicative activities are anticipated under close coordination and collaboration with the international expert:

- Conduct a desk review to take stock of any existing information and data on drivers of forest cover change in Bangladesh, including their causes and inter-relationships, covering all categories of forests;
- Conduct any necessary additional studies to develop a full understanding of drivers, their causes and inter relationships across the country. Particularly identify and conduct a detailed analysis on deforestation and forest degradation hotspots. This will help identify potential areas conflicts between land use policies and practices (e.g., agriculture, energy and infrastructure) and anticipated effects of relevant sectoral policies and programmes;
- Building on recommendations from the existing knowledge of drivers, key stakeholder consultations and the results of additional studies, identify priority drivers to be addressed and/or enhanced and potential policies and measures to be developed;
- Evaluate different policies and measures that may be implemented in order to address and/or enhance the priority drivers from effectiveness, efficiency and equity perspectives;
- Prepare a draft report that details the analysis of priority drivers and potential policies and measures to address and/or enhance those priority drivers, and proposes short-, mid- and long-term policy options in the context of REDD+;
- Conduct national consultation meetings at national and regional levels on the draft report to seek stakeholders' inputs;
- Improve the draft report based on inputs received from the stakeholders;
- Participate in a national (and sub-national if deemed necessary) validation meeting(s) organized by the UN-REDD Programme (UNDP Bangladesh) to ensure stakeholders' buy-in and actions on findings, policy options and recommendations; and
- Submit a final report incorporating all inputs and pledged actions by stakeholders from the national validation meetings. The final report should also include minutes and participants lists from all stakeholder consultation meetings carried throughout the process.

Expected Outputs/ Deliverables

- A detailed work plan shortly after inception describing specific methodologies, work flow, structure of deliverables (e.g., an outline of final report), output delivery timeline, consultation plans, specific roles and responsibilities of consultants (both national and international), and any other items as appropriate;
- A set of identified drivers of forest cover change and narratives explaining their underlying causes in a spatiotemporally organized manner;
- A spatially explicit demonstration of drivers and the extent and intensity of their impacts at a coarse scale;
- A set of priority drivers identified and potential policies and measures described; and
- Consultancy progress (one every 4 weeks) and final reports.

Qualifications

The contracted consultant should work as a team. The team is expected to work under guidance of the international expert and have a senior expert with at least an advanced degree in forest governance, natural resources management, or related field. Priority will be given to a team with relevant experience in research in the area of forest governance, combined with experience in facilitating multi-stakeholder consultations at national and sub-national levels. Demonstrated ability to examine laws, policies, and programmes related to economics, governance, demographics, and social development that have bearing on forest management and land use change is highly desirable.

The team shall be led by a designated senior expert, who is responsible for overall coordination of assignment with the international expert and reporting to the coordinator.

The national consultant should ideally have expertise in the following areas:

- Environmental and forest governance;
- Natural resource /sustainable forest management;
- Environmental/natural resources economics; and
- GIS and remote sensing.

The national consultant should have:

- At least 5 years (10 years for the senior expert) of experience in relevant fields;
- At least master's degree or equivalent;
- At least 5 years of experience working with national and sub-national authorities and non-state stakeholders in relevant areas;
- Excellent drafting skills and fluency in English; and
- Previous work experience with international organizations.

Annexure II: ToR 5/19

Type and Position:	National Consultant: REDD+ Strategy Specialist
Type of Contract:	Individual Contract
Duration:	6 months
Duty Location:	Dhaka, Bangladesh
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives.

Objectives of the assignment

The objective of the assignment is to develop a detailed understanding of key drivers of deforestation and forest degradation, sustainable forest management and forest enhancement in Bangladesh with respect to historical, current and future timescales in a spatially explicit manner based on which to develop specific REDD+ policies and measures to address critical drivers and their underlying causes. In that, it is important to assess relations between drivers of deforestation, forest degradation, sustainable forest management and forest enhancement together with their interactions with other underlying factors.

Scope of Work

The scope of the work is as follows:

- Develop a work plan including proposed methodology, using inputs from other Consultants;
- Develop or adapt a set of principles to analyse the gaps, and effective implementation of consultation and participation processes and response mechanisms, including a set of criteria to review legal and regulatory frameworks, as appropriate. Effectiveness will be defined as the achievement of the goals and objectives of these processes and mechanisms;
- Provide methodological guidance to the consultants for carrying out interviews, focus group discussions and workshops and participate in these in so far as possible during missions;
- Prepare a final report, using inputs from the National Consultant;

Tasks to be performed

The incumbent will work under the direct guidance of Assistance Country Director of CCED, UNDP, with additional guidance from the UNDP Programme Officer, Technical Advisor of the UN-REDD Programme Management Unit, Project Director and the Regional Advisors of the UN-REDD Programme.

The national consultant will carry out the following tasks:

1. Preparation of a detailed work plan: The detailed work plan should provide information on interim results, including timeline, an outline of written deliverables and an outline of workshops and other interaction with key stakeholders.
2. Consult key stakeholders to validate findings through Workshops.
3. Support the REDD+ Roadmap Development process
 - a. The results of this study needs to be included in the national REDD+ roadmap being developed. The consultants will therefore be requested to provide assistance to the consultant working concurrently on roadmap development.
4. Final report preparation (not more than 40 pages).

Expected Outputs/ Deliverables

The key outputs to be delivered by the National Consultant – Prioritising REDD+ Policies and Measures are as follows:

1. Preparation of a detailed work plan
2. Consult key stakeholders to validate findings through Workshops
3. Assess candidate REDD+ PAMs according to agreed criteria
4. Support the REDD+ Roadmap Development process
5. Final report preparation

Qualifications

The contracted consultant should work as a team. The team is expected to work under guidance of the international expert and have a senior expert with at least an advanced degree in forest governance, natural resources management, or related field. Demonstrated ability to examine laws, policies, and programmes related to economics, governance, demographics, and social development that have bearing on forest management and land use change is highly desirable.

The team shall be led by a designated senior expert, who is responsible for overall coordination of assignment with the international expert and reporting to the Project Director and PMU.

The national consultant should have:

- At least 5 years of experience in relevant fields;
- At least master's degree or equivalent;
- At least 5 years of experience working with national and sub-national authorities and non-state stakeholders in relevant areas;
- Excellent drafting skills and fluency in English; and
- Previous work experience with international organizations.

Annexure II: ToR 6/19

Type and Position:	National Consultant: Capacity Needs Assessment Specialist
Type of Contract:	Individual Contract
Duration:	4 months
Duty Location:	Dhaka, Bangladesh
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives. The contracted individual is expected to work closely with a separately contracted international expert on forest governance and REDD+.

Objectives of the assignment

The objective of this work is to assess Bangladesh's policy, legal and institutional framework against the internationally agreed requirements (i.e. UNFCCC Decisions 9 - 15/CP.19) for operationalizing REDD+, and to recommend appropriate reforms and capacity development programmes for integrating REDD+ into the existing policy, legal and institutional framework.

Scope of Work

This work will build on a series of cross-sectoral dialogues to identify the role of REDD+ in the national development and climate frameworks based on which to identify and agree on specific roles and responsibilities of public institutions to be involved in REDD+. This process will also clarify how expected carbon and non-carbon benefits of REDD+ will be shared across relevant sectors and contribute to the overall national development process.

A review of Bangladesh's policy, legal and institutional framework, and relevant institutional arrangements will be conducted against the international requirements for receiving REDD+ results-based payments under the UNFCCC. To constructively assess the current capacities in the country with respect to meeting the international requirements for REDD+, a capacity assessment framework will first be constructed to undertake this assessment. A desk review of relevant reports, official/legal documents, and publications, combined with interviews, focus group discussions and border stakeholder consultations will be used to generate data required for the assessment.

Tasks to be performed

The incumbent will report directly to Environment team leader and coordinator, UNDP Bangladesh with technical guidance from and close working with International consultant on capacity development and national legal and institutional expert. The deliverables will be submitted in electronic and hard form on time by the consultant to UNDP Bangladesh.

Under the overall guidance of the international expert, Project Director, PMU and in collaboration with another national consultant on legal and institutional matters related to forest management, the national capacity needs assessment consultant is expected to:

- Conduct cross-sectoral dialogues to identify of the role of REDD+ in the national development and climate frameworks and related institutional arrangements;
- Conduct an assessment of any existing and planned capacity (both technical and functional) development programmes that might be used to fill the identified capacity gaps; and
- Recommend additional and costed capacity development programmes that will address critical capacity gaps in Bangladesh's policy, legal and institutional framework in order to meet both technical and functional capacity requirements for operationalizing REDD+.

In undertaking the above tasks, the national consultant is also expected to contribute directly to the implementation of the following activities as a member of the team led by the international expert.

- Develop a detailed work plan, outlining key issues to be covered, specific methodologies, work flow, structure of deliverables (e.g., an outline of final report), output delivery timeline, consultation plans, specific roles and responsibilities of experts (both national and international), and any other items as appropriate;
- Develop a capacity assessment framework, including a consultation plan, for public institutions and other relevant stakeholder groups in relation to UNFCCC Decisions 9 - 15/CP.19;
- Conduct desk review of relevant literature, reports, official/legal documents, and publications, as well as interviews, focus group discussions and border stakeholder consultations beyond the forest sectors as required for the assessment;
- Review current institutional and legal arrangements and development policies relevant to REDD+;
- Identify through stakeholder consultations and dialogues the role of REDD+ in the national development and climate frameworks and related institutional arrangements;
- Conduct gap analysis for meeting the international requirements specified under the above indicated decisions of the UNFCCC and for implementing a national REDD+ strategy in Bangladesh;
- Identify capacity needs in the national legal, procedural and institutional contexts for implementing REDD+ in Bangladesh;
- Develop capacity development programmes and recommend relevant reforms in the current policy, legal and institutional framework;
- Facilitate various stakeholder consultation meetings at appropriate levels to verify the technical and practical soundness of assessment findings and recommendations;
- Participate in a national validation meeting organized by the UN-REDD Programme (UNDP Bangladesh) to ensure stakeholders' buy-in and actions on assessment findings, institutional arrangements and recommendations; and
- Submit a final report incorporating all inputs by stakeholders from the national validation meetings. The final report should also include minutes and participants lists from all stakeholder consultation meetings carried throughout the process.



Expected Outputs/ Deliverables

As a member of the team of experts led by the international expert, s/he is expected to jointly prepare a work plan, outlining key issues to be covered, specific methodologies, work flow, structure of deliverables (e.g., an outline of final report), output delivery timeline, consultation plans, specific roles and responsibilities of experts (both national and international) to make the delivery of the outputs listed below:

- Capacity assessment framework for public institutions and other relevant stakeholder groups for operationalizing REDD+ in Bangladesh;
- Capacity gaps and recommendations;
- Capacity development programmes; and
- Evidence of stakeholder consultation and how stakeholder feedback has been considered.

Although the work planning process above might suggest some adjustments, s/he is particularly responsible for the delivery of the following outputs:

- An assessment report on any existing and planned capacity (both technical and functional) development programmes that might be used to fill the identified capacity gaps; and
- Additional and costed capacity development programmes that will address critical capacity gaps in Bangladesh's policy, legal and institutional framework in order to meet both technical and functional capacity requirements for operationalizing REDD+.

Qualifications

The national institutional capacity consultant should have:

- Master's degree in relevant social science fields;
- At least five years of experience in capacity assessment and institutional development;
- Familiarity with climate change and forestry related topics would be an asset;
- Excellent drafting skills and capacity to synthesize;
- Fluency in English.



Annexure II: ToR 7/19

Type and Position:	National Consultant: Institutional Arrangements Specialist
Type of Contract:	Individual Contract
Duration:	6 months
Duty Location:	Dhaka, Bangladesh
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives. The contracted individual is expected to work closely with a separately contracted international expert on forest governance and REDD+.

Objectives of the assignment

The objective of this work is to assess Bangladesh's policy, legal and institutional framework against the internationally agreed requirements (i.e. UNFCCC Decisions 9 - 15/CP.19) for operationalizing REDD+, and to recommend appropriate reforms and capacity development programmes for integrating REDD+ into the existing policy, legal and institutional framework.

Scope of Work

This work will build on a series of cross-sectoral dialogues to identify the role of REDD+ in the national development and climate frameworks based on which to identify and agree on specific roles and responsibilities of public institutions to be involved in REDD+. This process will also clarify how expected carbon and non-carbon benefits of REDD+ will be shared across relevant sectors and contribute to the overall national development process.

A review of Bangladesh's policy, legal and institutional framework, and relevant institutional arrangements will be conducted against the international requirements for receiving REDD+ results-based payments under the UNFCCC. To constructively assess the current capacities in the country with respect to meeting the international requirements for REDD+, a capacity assessment framework will first be constructed to undertake this assessment. A desk review of relevant reports, official/legal documents, and publications, combined with interviews, focus group discussions and border stakeholder consultations will be used to generate data required for the assessment.



Tasks to be performed

The incumbent will report directly to team leader and coordinator, UNDP Bangladesh with technical guidance from and close working with International consultant on capacity development and national legal and institutional expert. The deliverables will be submitted in electronic and hard form on time by the consultant to UNDP Bangladesh.

Under the overall guidance of the international expert and in collaboration with another national consultant on legal and institutional matters related to forest management, Project Director, PMU, the national institutional arrangement consultant is expected to:

- Conduct cross-sectoral dialogues to identify of the role of REDD+ in the national development and climate frameworks and related institutional arrangements;
- Conduct an assessment of any existing and planned capacity (both technical and functional) development programmes that might be used to fill the identified capacity gaps; and
- Recommend additional and costed capacity development programmes that will address critical capacity gaps in Bangladesh's policy, legal and institutional framework in order to meet both technical and functional capacity requirements for operationalizing REDD+.

In undertaking the above tasks, the national consultant is also expected to contribute directly to the implementation of the following activities as a member of the team led by the international expert.

- Develop a detailed work plan, outlining key issues to be covered, specific methodologies, work flow, structure of deliverables (e.g., an outline of final report), output delivery timeline, consultation plans, specific roles and responsibilities of experts (both national and international), and any other items as appropriate;
- Develop a capacity assessment framework, including a consultation plan, for public institutions and other relevant stakeholder groups in relation to UNFCCC Decisions 9 - 15/CP.19;
- Conduct desk review of relevant literature, reports, official/legal documents, and publications, as well as interviews, focus group discussions and border stakeholder consultations beyond the forest sector as required for the assessment;
- Review current institutional and legal arrangements and development policies relevant to REDD+;
- Identify through stakeholder consultations and dialogues the role of REDD+ in the national development and climate frameworks and related institutional arrangements;
- Conduct gap analysis for meeting the international requirements specified under the above indicated decisions of the UNFCCC and for implementing a national REDD+ strategy in Bangladesh;
- Identify capacity needs in the national legal, procedural and institutional contexts for implementing REDD+ in Bangladesh;
- Develop capacity development programmes and recommend relevant reforms in the current policy, legal and institutional framework;
- Facilitate various stakeholder consultation meetings at appropriate levels to verify the technical and practical soundness of assessment findings and recommendations;
- Participate in a national validation meeting organized by the UN-REDD Programme (UNDP Bangladesh) to ensure stakeholders' buy-in and actions on assessment findings, institutional arrangements and recommendations; and
- Submit a final report incorporating all inputs by stakeholders from the national validation meetings. The final report should also include minutes and participants lists from all stakeholder consultation meetings carried throughout the process.

Expected Outputs/ Deliverables

As a member of the team of experts led by the international expert, s/he is expected to jointly prepare a work plan, outlining key issues to be covered, specific methodologies, work flow, structure of deliverables (e.g., an outline of final report), output delivery timeline, consultation plans, specific roles and responsibilities of experts (both national and international) to make the delivery of the outputs listed below:

- Capacity assessment framework for public institutions and other relevant stakeholder groups for operationalizing REDD+ in Bangladesh;
- Capacity gaps and recommendations;
- Capacity development programmes; and
- Evidence of stakeholder consultation and how stakeholder feedback has been considered.

Although the work planning process above might suggest some adjustments, s/he is particularly responsible for the delivery of the following outputs:

- An assessment report on any existing and planned capacity (both technical and functional) development programmes that might be used to fill the identified capacity gaps; and
- Additional and costed capacity development programmes that will address critical capacity gaps in Bangladesh's policy, legal and institutional framework in order to meet both technical and functional capacity requirements for operationalizing REDD+.

Qualifications

The national institutional capacity consultant should have:

- Master's degree in relevant social science fields;
- At least five years of experience in institutional arrangement and institutional development;
- Familiarity with climate change and forestry related topics would be an asset;
- Excellent drafting skills and capacity to synthesize;
- Fluency in English.

Annexure II: ToR 8/19

Type and Position:	International consultant: REL/RL & sub-national REL/RLs capacity building, Development and Validation Specialist
Type of Contract:	Individual Contract
Duration:	4 months
Duty Location:	Dhaka with field visits
Language Required:	English

Project Description

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+. The National Programme will contribute to the following components of the R-PP: (1) Under Component 1, Bangladesh will establish the management structure to manage the REDD+ Readiness process and to develop the National REDD+ Strategy. Under Component 2 of the R-PP, Bangladesh will prepare its National REDD+ Strategy and provide support for the establishment and operation of a Programme Management Unit (PMU). Under Component 3 of the R-PP, Bangladesh will establish its national forest Reference Emission Level and/or forest Reference Level (RELS/RL), with sub-national forest RELs/RLs as potential interim measures. Under Component 4 of the R-PP, Bangladesh will develop a national forest monitoring system (NFMS) and safeguards information system (SIS).

As agreed by the COP6, FREL/FRLs are benchmarks for assessing each country's performance in implementing REDD+ activities. More broadly, FREL/FRLs may be relevant to assess country performance in contributing to mitigation of climate change through actions related to their forests. Four decisions taken by the COP provide guidance on REDD+ FREL/FRLs (Figure 3). The first decision related to FREL/FRLs (Decision 4/CP.15, paragraph 7) states that FREL/FRLs should be established transparently, taking into account historic data, and adjust for national circumstances. Decision 1/CP.16 includes FREL/FRLs as one of the four key elements to be developed, in the context of adequate and predictable support, by countries implementing REDD+ activities. Decision 12/CP.17 provides modalities for FREL/FRLs (or construction guidelines) and, in an annex, includes

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guidelines for submissions of information on FREL/FRLs to the UNFCCC. Decision 13/CP.19 provides guidelines and procedures for the technical assessment of FREL/FRLs submitted to the UNFCCC.

Task description and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Work closely with partners in Bangladesh and elsewhere to ensure the preparation of the REL/RLs is consistent with the preparation of the GHG inventory;
- Provide guidance for the implementation of the activities of the Outcome 3 of the UN-REDD programme, in close collaboration with other institutions and projects contributing to the other activities of the National REDD+ Roadmap and MRV action plan;
- Provide technical guidance on forest Reference Emission Level (REL) / Reference Level (RL) development;
- Support the preparation of country specific training materials on REL/RLs;
- Support the preparation of meetings, workshop, trainings and national consultation on REL/RL.
- Support Bangladesh national REDD+ focal point and other institutions in the development of draft REL/RLs for submission to UNFCCC expert panel, and incorporating feedback into further drafts;
- Provide technical advice and coordination for national multi-stakeholder working groups on REL/RLs, and MRV for REDD+;
- Advise and assist national consultants on REL/RLs;
- Design and undertake capacity development activities for REL/RLs development;
- Identify all activities, management practices and related data (source and quality) for the integration of sub-national REDD+ activities within the national REDD+ framework and activities;
- Test the implementation of sub-national REL/RLs;
- Provide recommendations
- Perform any other tasks required, under the direction of the National Programme Director.

Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Quarterly reports and end of mission report;
- Training materials on REL/RLs;
- Proceedings of the technical trainings and workshop are reviewed;
- Draft REL/RLs produced;
- Analysis of the National circumstances supported and reviewed;
- Communication materials on REL/RLs in Bangladesh available.
- Final report

Qualifications

- Advanced university degree in forestry, environmental sciences, or a closely related field;
- Five years of relevant experience related to forest management or monitoring, preferably in developing countries;
- Working knowledge of English.
- Good knowledge of climate change negotiations, REDD+, NFMS and REL/RL procedures and methodologies under the UNFCCC;
- Extent and relevance of academic achievements in subjects relevant to forest monitoring, remote sensing and GIS;



- Knowledge of Greenhouse Gas inventory preparation and land cover assessment, especially in Asia;
- Experience in the United Nations or international organizations;
- Experience working with governments in developing countries;
- Quality of both oral and written communication skills;
- Demonstrated ability to work as an effective team member in complex multi-cultural environments;
- Demonstrated initiative and ability to deliver results within deadlines.



Annexure II: ToR 9/19

Type and Position:	National consultant – REL/RL & sub-national REL/RLs capacity building, Development and Validation Specialist
Type of Contract:	Individual Contract
Duration:	16 months
Duty Location:	Dhaka with field visits
Language Required:	English and Bengli

Background

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+. The National Programme will contribute to the following components of the R-PP: (1) Under Component 1, Bangladesh will establish the management structure to manage the REDD+ Readiness process and to develop the National REDD+ Strategy. Under Component 2 of the R-PP, Bangladesh will prepare its National REDD+ Strategy and provide support for the establishment and operation of a Programme Management Unit (PMU). Under Component 3 of the R-PP, Bangladesh will establish its national forest Reference Emission Level and/or forest Reference Level (RELS/RL), with sub-national forest RELS/RLs as potential interim measures. Under Component 4 of the R-PP, Bangladesh will develop a national forest monitoring system (NFMS) and safeguards information system (SIS).

As agreed by the COP6, FREL/FRLs are benchmarks for assessing each country's performance in implementing REDD+ activities. More broadly, FREL/FRLs may be relevant to assess country performance in contributing to mitigation of climate change through actions related to their forests. Four decisions taken by the COP provide guidance on REDD+ FREL/FRLs (Figure 3). The first decision related to FREL/FRLs (Decision 4/CP.15, paragraph 7) states that FREL/FRLs should be established transparently, taking into account historic data, and adjust for national circumstances. Decision 1/CP.16 includes FREL/FRLs as one of the four key elements to be developed, in the context of adequate and predictable support, by countries implementing REDD+ activities. Decision 12/CP.17 provides modalities for FREL/FRLs (or construction guidelines) and, in an annex, includes guidelines for submissions of information on FREL/FRLs to the UNFCCC. Decision 13/CP.19 provides guidelines and procedures for the technical assessment of FREL/FRLs submitted to the UNFCCC.

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General Description of task(s) and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Work closely with partners in Bangladesh and elsewhere to ensure the preparation of the REL/RLs is consistent with the preparation of the GHG inventory;
- Contribute to the implementation of the activities of the Outcome 3 of the UN-REDD programme, in close collaboration with other institutions and projects contributing to the other activities of the National REDD+ Roadmap and MRV action plan;
- Assess the capacity needs for the establishment of REL/RLs taking into consideration existing data, capacities of national entities involved in the process, and ongoing process related to natural resources management, GHG inventory preparation and field inventory and land mapping activities.
- Support building national capacities in developing RELs/RLs ;
- In close collaboration with the international consultant on REL/RL, develop training materials and implement training on REL/RLs;
- Undertake the assessment of Bangladesh's National Circumstances taking into account
- Support the assessment of drivers of deforestation and forest degradation and their consideration for the development of REL/RLs;
- Collect the necessary data, document and archive for the REL/RLs development;
- Develop a methodology for REL/RLs at national and sub-national levels (taking into consideration one or more sub-national pilot area(s));
- Contribute to the validation of sub-national REL/RLs;
- Ensure that REL/RLs are consistent with the GHG inventory as much as possible;
- Test different REL/RLs and possibilities of sub-national RELs/RLs;
- Provide advices for the preparation of REL/RLs for REDD+ and the preparation of Biennial Update Report;
- Perform any other tasks required, under the direction of the National Programme Director.

Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Quarterly reports and end of mission report;
- Minutes of the REL/NFMS/MRV working group meetings;
- Training materials on REL/RL;
- Proceedings of the technical trainings and workshop are provided;
- Draft REL/RLs produced;
- National circumstances for REL/RL development analysed;
- Communication materials on REL/RL in Bangladesh developed.
- Final report

Qualifications

- Advanced university degree in forestry, environmental sciences, or a closely related field;
- Five years of relevant experience related to forest management or monitoring;
- Working knowledge of English;
- Good knowledge of climate change negotiations, REDD+, NFMS and REL/RL procedures and methodologies under the UNFCCC;
- Extent and relevance of academic achievements in subjects relevant to forest monitoring, remote sensing and GIS;
- Knowledge of Greenhouse Gas inventory preparation and land cover assessment;
- Demonstrated ability to provide training and transfer knowledge;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.

Annexure II: ToR 10/19

Type and Position:	National Consultant: Policy and Law Analysis and Governance Specialist
Type of Contract:	Individual Contract
Duration:	6 months
Duty Location:	Dhaka with field visits
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives.

Objectives of the assignment

The objective of this assignment is to review and analyse existing policies, laws and regulations (PLRs) and related institutional arrangements that are relevant to prioritised REDD+ Policies and Measures (PAMs).

Scope of Work

The consultant is expected to inform the current process of prioritisation of REDD+ PAMs and actions about which prioritised PAMs and actions have already been in place (or planned) within the PLR framework, regular programmes of public institutions and initiatives of non-state partners, and how effectively those have been implemented. If they have not been implemented effectively on the ground, the analysis is expected to generate a set of recommendations for what could be done to improve the current situations in consultation with relevant institutions and partners. The analysis is also expected to assess the feasibility of newly setting up those prioritised PAMs and actions not covered by the existing PLR framework or initiatives of non-state partners.

Tasks to be performed

The National Consultant will work under the direct guidance of Assistance Country Director of UNDP, with additional guidance from the UNDP Programme Officer, Technical Advisor of UN-REDD PMU, Project Director and regional advisors of the UN-REDD Programme.

- Recommend a set of concrete strategies for effective integration of the prioritised REDD+ PAMs and actions into the existing PLR framework and regular programmes of public institutions (this should link up with the on-going work on REDD+ fund management), and initiatives of non-state partners; and
- Analyse the feasibility of newly establishing those prioritised REDD+ PAMs and actions not covered by the existing framework and programmes of the government or initiatives of non-state partners from, among others, cost, social and political acceptability, ownership, institutional relations and policy alignment perspectives.

Indicative Steps:

- a) Cross-check which existing PLRs and initiatives of non-state partners correspond to the prioritised PAMs and actions;
- b) Assess how comprehensively those corresponding PLRs and initiatives cover the scope and scale of the prioritised PAMs and actions;
- c) Assess how effectively those corresponding PLRs and initiatives are being implemented from the perspectives of institutional mandates, processes and procedures and existing capacities to implement and monitor PLRs;
- d) Identify any critical gaps and weaknesses in the current PLR framework that may need to be filled/strengthened in order to implement the prioritised PAMs and actions effectively;
- e) Assess the feasibility of newly establishing those prioritised REDD+ PAMs and actions currently missing from the existing PLR framework and initiatives of non-state partners;
- f) Verify findings with relevant sectoral institutions and partners;
- g) Present findings and recommendations to and gather feedback from those stakeholders involved in the REDD+ PAMS and action prioritisation exercise; and
- h) Prepare final findings and recommendations.

Expected Outputs/ Deliverables

The key outputs to be delivered by the National Consultant – Prioritising REDD+ Policies and Measures are as follows:

6. A work plan for this assignment (incl. methodology, timeframe, key stakeholders, indicative outline of each deliverable, and delivery schedule);
7. A set of recommendations for effective integration of REDD+ PAMs and actions into the existing PLR framework and initiatives of non-state partners; and
8. Feasibility analysis of newly establishing those REDD+ PAMs and actions currently not existing.

Qualifications

- A Master's level education in natural resources management, environmental policy, or relevant subject area
- At least 10 years of experience in the public sector in Bangladesh;
- Familiarity with the concept and practice of REDD+, and broad knowledge of climate change will be an advantage;
- Working experience with international organizations is strongly desired;
- Demonstrated leadership, facilitation and coordination skills, ability to manage technical team and long term strategic partnership; and
- Fluency in English.

Annexure II: ToR 11/19

Type and Position:	National Consultant: Climate change vulnerability assessment Specialist
Type of Contract:	Individual Contract
Duration:	4 months
Duty Location:	Dhaka with field visits
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives. The contracted individual is expected to work closely with a separately contracted international expert on forest governance and REDD+.

Objectives of the assignment

The objective of the assignment is to conduct environment, climate and disaster vulnerability assessment and establish a vulnerability index for tracking the people's resilience to adapt with the risk through the change in the level of vulnerability at Union, Upazila and District. UNDAF Pillar 5 Outcome statement is "By 2016, populations vulnerable to climate change and natural disaster have become more resilient to adapt with the risk." The result of the assignment will have an impact on outcome monitoring and subsequently on the overall quality of tracking multi-criteria driven development.

Scope of Work

- Formulation of the "Environment, climate and Disaster Vulnerability Index" based on valid methodology and field validation as well. The details of the assignment include:
 - o Develop baseline survey/study design and instruments to capture gender segregated data at the union, upazila and district level, composite index value validated and acceptable to the stakeholders;
 - o Define appropriate means of verification for baseline and indicator value, and progress monitoring over time.
- Recommendation for the routine monitoring systems to enable indicators to be regularly and effectively monitored.
- Statistical validity test of the vulnerability index based indicator.



Results of the exercise to be drawn through a consultation process with the concerned stakeholders, UNDAF M&E group and Agency's focal point contributing to UNDAF Pillar 5 with expectation that the impact of development intervention can be captured in terms of progress while monitoring over the UNDAF period.

The incumbent will report directly to team leader and coordinator, UNDP Bangladesh with technical guidance from and close working with International consultant. The deliverables will be submitted in electronic and hard form on time by the consultant to UNDP Bangladesh/ PMU/PD.

Expected Outputs/ Deliverables

- i. Review of literatures on vulnerability index and establish rationale for methodology for the proposed user friendly index for with or without intervention progress monitoring.
- ii. The Environment, climate and Disaster Vulnerability Index formulated with composite indicators.
- iii. Vulnerability Index designed and field tested for Union, Upazila, and District level with gender segregation.
- iv. UNDAF Pillar 5 Outcome 1 Action Plan M&E framework completed with identified and established index and means of verification.
- v. A process note with methodology and tools for collecting progress data on periodic monitoring system which will serve the purpose of guiding a new comer to track progress on the Vulnerability Index.
- vi. A plan for routine M&E procedure and system to collect data on evidence based reporting at the district level.

Qualifications

- Post-graduate degree or equivalent in economics, statistics, mathematics, GIS, social sciences, environment science, disaster management or in relevant field.
- Ten years of professional experience in computer aided simulation tools for composite index development, application of statistical software package, factor analysis, GIS/MIS, planning, monitoring and evaluations of development projects.
- Experience of developing indicators, index, composite indices and socio-economic modelling will be an asset
- Proven knowledge and experience on statistical software (such as SAS, SPSS and so on), development modelling, data analysis and complex data interpretation skills.
- Experience in the usage of computers and relevant specialized software packages advantageous to monitoring.
- Knowledge of current issues and innovation in results-oriented monitoring, including trends, principles and methodology.
- Familiarity with UNDP operations and relevant UNDP's policies are an advantage.
- Experience with UNDAF planning and monitoring an asset.

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Annexure II: ToR 12/19

Type and Position:	National consultant: Forest Cover and Carbon Stock Change Assessment Specialist
Type of Contract:	Individual Contract
Duration:	6 months
Duty Location:	Dhaka with field visits
Language Required:	English and Bengali

Project Descriptions

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

Performances of REDD+ activities, will be assessed, among other requirements, through the assessment of forest carbon stock and stock changes. Assessment of forest carbon stocks is complex for several reasons such as the biophysical variability, data accessibility, quality and documentation, integration of different initiatives using different methodologies and classification systems. In addition, the errors related to the assessment of forest resources may be important. Many sources of errors can be considered such as the sampling design, field measurement, choice of models and the errors related to the parameters of the model. In order to minimize the error, increase the robustness of the estimates and the reliability of REDD+ performances, adequate methodology and approaches have to be considered, taking into account the national circumstances.

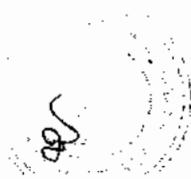


Task description and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Prepare the inception report.
- Work with the national team from FD, NPD and CTA to set up the NFI Unit for which the mandate, organisation and needs will be defined.
- Work closely with the CTA and the NPD to prepare work-plans for implementation of the project activities following the participatory approach where professionals, scientists, and stakeholders from the different sectors must be involved.
- Work closely with the national personnel and international experts and provide inputs for the elaboration of the training programme to be given to the national staff involved in the project and assist FD in implementing it.
- Participate in implementing the training programme to the field crews and database personnel through the planned workshops and courses.
- Assist FD in planning and servicing the workshops throughout the project and securing wide participation of stakeholders from the different sectors.
- Collect and integrate all the necessary data to harmonize the calculation of volume, biomass and carbon stocks;
- Prepare training materials for forest assessment, volume, biomass and carbon stock calculation;
- Develop methodologies to assess forest carbon stock changes using gain loss and stock difference approaches, and compare both approaches;
- Document methods and data collection for forest monitoring
- Support the preparation and documentation of databases used for the calculation of forest volume, biomass and carbon stocks for the different forest types and REDD+ activities;
- Support the establishment of the Forest Management Information System;
- Work with the professionals from the different sectors and scientists, and in close collaboration with the NPD, CTA and consultants, to reach a consensus on the NFI approach and long term monitoring.
- Assist in coordinating the efforts of FD to define the information needs and harmonise the land use classification.
- Assist FD in purchasing, installing and using the equipment and supplies foreseen for the project.
- Organise the fieldwork including composition of the field crews, their assignment to their sampling areas with the transport, field equipment, field forms, etc., and provide the necessary logistical support.
- Provide supervision to the field crews during the survey and provide technical guidance as to homogenise data collection and best interpretation of variables and definitions. All teams should be closely followed during the start of the fieldwork.
- Assist in organizing and filing field crew outputs.
- In close collaboration with NPD and CTA, assist in developing the national forest database, entering/storing the field data, preparing functions for data processing and be part of the data processing together with the Biometrician.
- Undertake the assessment of the uncertainty calculation for forest carbon stock and carbon stock changes;
- Develop quality assurance and quality control procedures;
- Assist in data analysis and reporting of findings. Participate in preparing the project progress reports.
- Perform any other tasks required, under the direction of the National Programme Director.

Handwritten initials



Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Quarterly reports and end of mission report;
- Minutes of meetings related to Forest Inventory;
- Proceedings of the technical trainings and workshop are provided;
- Methodology for harmonizing the different field inventory data sources;
- Accuracy assessment undertaken taking into account the various sources of errors;
- Available field inventory materials, organized and archived in FD;
- Recommendations for the integration of field inventory data into the national forest monitoring system provided;
- Manual for acquisition of field data and quality control.
- Final consultancy report.

Qualificans:

- Advanced university degree in forestry, agronomy, environmental sciences, or a closely related field;
- Five years of relevant experience related to forest inventory;
- Working knowledge of English.
- Excellent knowledge of forest inventory;
- Excellent knowledge in software for data management, archiving and analysis;
- Extent and relevance of academic achievements in subjects relevant to forest monitoring;
- Demonstrated ability to provide training and transfer knowledge;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.



Annexure II: ToR 13/19

Type and Position:	National Consultant: Deforestation and Degradation Assessment Specialist
Type of Contract:	Individual Contract
Duration:	9 months
Duty Location:	Dhaka with field visits
Language Required:	English and Bengali

Project Description

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, in 1992) and the Kyoto Protocol (1997), Bangladesh is fully aware of the causes and potential impacts of climate change. Bangladesh therefore is striving to reduce its greenhouse gas (GHG) emissions while maintaining its path of economic development.

The Conference of the Parties (COP) to the UNFCCC has taken a number of decisions to encourage developing country Parties to take forestry climate change mitigation actions. These measures relate to 'policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries', known as "REDD+". The COP decisions set out a process by which the voluntary actions of developing country Parties may be rewarded through results-based payments.

Bangladesh has significant potential to reduce its forest carbon emissions, and enhance and sustainably manage its forest carbon stocks, through the implementation of REDD+ activities.

UNDP Bangladesh seeks the services of a national consultant to deliver the following objectives. The contracted individual is expected to work closely with a separately contracted international expert on forest governance and REDD+.

Objectives of the assignment

The objective of the assignment is to develop a detailed understanding of key drivers of deforestation and forest degradation, sustainable forest management and forest enhancement in Bangladesh with respect to historical, current and future timescales in a spatially explicit manner based on which to develop specific REDD+ policies and measures to address critical drivers and their underlying causes. In that, it is important to assess relations between drivers of deforestation, forest degradation, sustainable forest management and forest enhancement together with their interactions with other underlying factors.

Based on understanding of drivers of deforestation, forest degradation, sustainable forest management, and forest enhancement (from here onwards referred to as 'drivers of forest cover change'), the assignment is also expected to:

- Assess past and current forestry and other relevant sector policies, laws, regulations and programmes in addressing the identified drivers of forest cover change in Bangladesh; and
- To identify potential policies and measures that could be implemented in the context of the REDD+ strategy process.

Scope of Work

Under this objective, the analysis will attempt:

- *To describe key drivers of deforestation and forest degradation (also including those drivers that bring positive forest cover changes) across different spatiotemporal scales and seek explanations through the analysis of forest governance (including policy, legal, regulatory, institutional, socio-political, economic, cultural and biophysical factors);*
- *To rank order current and future drivers according to their physical impacts on forests;*
- *To evaluate effectiveness of relevant sector policies, laws, regulations and programmes in addressing the drivers of forest cover change in different aimages and soums; and*
- *To identify potential policies and measures that could be implemented in the context of REDD+.*

Existing key studies on related topics will be reviewed and considered in this analysis.

The national consultant is expected to work with an international expert and to lead all discussions with national stakeholders and experts, including the conceptualization and implementation of consultation and validation meetings at national and sub-national levels. The team is also expected to identify and collect all relevant data and conduct key analysis, using an agreed analytical framework. The team is also responsible for the production of key written deliverables, agreed between the team and international expert in consultation with the study coordinator.

General Methodology

The methodology of the study consists of two broad components of investigation.

1. Political economy of drivers of deforestation and forest degradation:

The main aim of this component is to identify and analyse drivers of forest cover change and their interactions with policy, legal, regulatory, institutional, socio-political, economic, cultural and biophysical factors to explain underlying causes of those drivers. Both qualitative and quantitative data will be gathered and analysed. Primary data will be collected through interviews, focus group discussions, and surveys, while secondary data will be drawn from publications, media sources, national forest inventory, land use change assessment, and census data. Results of analysis will be organized into different spatial and temporal scales to provide historical, present and future narratives of forest cover change in Bangladesh. This work will build on the rudimentary analysis of drivers of deforestation and forest degradation provided in the National REDD+ Readiness Roadmap.

2. Spatial analysis of drivers of deforestation and forest degradation at a coarse scale:

In addition to the above described politico-economic analysis of drivers of deforestation and forest degradation, a basic spatial analysis of identified drivers of deforestation and forest degradation will be conducted to link specific drivers to changes in forest cover over a recent time scale in order to prioritise those identified drivers in the order of spatial extent and intensity of impact. The data from the recent assessment of land use change and other existing relevant physical data will be used in this analysis.

These two components will provide a clear understanding of drivers of deforestation and forest degradation in Bangladesh and their underlying causes, as well as a clear picture of critical drivers and where and under what circumstances those drivers are operant geographically. This knowledge will provide the necessary foundation for identifying and prioritizing potential policies and measures to address those critical drivers.

Tasks to be performed

The incumbent will report directly to Environment team leader and coordinator, UNDP Bangladesh with technical guidance from and close working with International consultant on development of detailed understanding of key drivers of deforestation and forest degradation. The deliverables will be submitted in electronic and hard form on time by the consultant to UNDP Bangladesh/ PMU/ PD.

To achieve the stated objectives above, the following indicative activities are anticipated under close coordination and collaboration with the international expert:

- Conduct a desk review to take stock of any existing information and data on drivers of forest cover change in Bangladesh, including their causes and inter-relationships, covering all categories of forests;
- Conduct any necessary additional studies to develop a full understanding of drivers, their causes and inter relationships across the country. Particularly identify and conduct a detailed analysis on deforestation and forest degradation hotspots. This will help identify potential areas conflicts between land use policies and practices (e.g., agriculture, energy and infrastructure) and anticipated effects of relevant sectoral policies and programmes;
- Building on recommendations from the existing knowledge of drivers, key stakeholder consultations and the results of additional studies, identify priority drivers to be addressed and/or enhanced and potential policies and measures to be developed;
- Evaluate different policies and measures that may be implemented in order to address and/or enhance the priority drivers from effectiveness, efficiency and equity perspectives;
- Prepare a draft report that details the analysis of priority drivers and potential policies and measures to address and/or enhance those priority drivers, and proposes short-, mid- and long-term policy options in the context of REDD+;
- Conduct national consultation meetings at national and regional levels on the draft report to seek stakeholders' inputs;
- Improve the draft report based on inputs received from the stakeholders;
- Participate in a national (and sub-national if deemed necessary) validation meeting(s) organized by the UN-REDD Programme (UNDP Bangladesh) to ensure stakeholders' buy-in and actions on findings, policy options and recommendations; and
- Submit a final report incorporating all inputs and pledged actions by stakeholders from the national validation meetings. The final report should also include minutes and participants lists from all stakeholder consultation meetings carried throughout the process.

Expected Outputs/ Deliverables

- A detailed work plan shortly after inception describing specific methodologies, work flow, structure of deliverables (e.g., an outline of final report), output delivery timeline, consultation plans, specific roles and responsibilities of consultants (both national and international), and any other items as appropriate;
- A set of identified drivers of forest cover change and narratives explaining their underlying causes in a spatiotemporally organized manner;
- A spatially explicit demonstration of drivers and the extent and intensity of their impacts at a coarse scale;
- A set of priority drivers identified and potential policies and measures described; and
- Consultancy progress (one every 4 weeks) and final reports.

Qualifications

The contracted consultant should work as a team. The team is expected to work under guidance of the international expert and have a senior expert with at least an advanced degree in forest governance, natural resources management, or related field. Priority will be given to a team with relevant experience in research in the area of forest governance, combined with experience in facilitating multi-stakeholder consultations at national and sub-national levels. Demonstrated ability to examine laws, policies, and programmes related to economics, governance, demographics, and social development that have bearing on forest management and land use change is highly desirable.

The team shall be led by a designated senior expert, who is responsible for overall coordination of assignment with the international expert and reporting to the coordinator.



The national consultant should ideally have expertise in the following areas:

- Environmental and forest governance;
- Natural resource /sustainable forest management;
- Environmental/natural resources economics; and
- GIS and remote sensing.

The national consultant should have:

- At least 5 years (10 years for the senior expert) of experience in relevant fields;
- At least master's degree or equivalent;
- At least 5 years of experience working with national and sub-national authorities and non-state stakeholders in relevant areas;
- Excellent drafting skills and fluency in English; and
- Previous work experience with international organizations.

Annexure II: ToR 14/19

Type and Position:	National Consultant: Remote Sensing Specialist
Type of Contract:	Individual Contract
Duration:	9 months
Duty Location:	Dhaka with field visits
Language Required:	English and Bengali

Project Description

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

Decision 4/CP.15 requests developing country Parties, to establish, according to national circumstances and capabilities, robust and transparent national forest monitoring systems and, if appropriate, sub-national systems as part of national monitoring systems that use a combination of remote sensing and ground-based forest carbon inventory approaches for estimating, as appropriate, anthropogenic forest-related greenhouse gas emissions by sources and removals by sinks, forest carbon stocks and forest area changes. The use of remote sensing is crucial for the adequate implementation of REDD+ because it can significantly decrease the cost for assessing forest carbon stock and stock changes and monitor the performances of REDD+ activities. However, the use of remote sensing is particularly complex because it needs to be integrated with ground field measurement, assessment of the land area changes for REDD+ activities depends on the temporal, spectral and spatial resolution of available satellite or aerial pictures.

Task description and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Prepare the inception report.
- Provide technical assistance and support to the Forest Department in Bangladesh in the areas of GIS, mapping and Remote Sensing analysis.
- Participate to the trainings of the project personnel and supervise project activities in connection with forest/land mapping and remote sensing.
- Develop the methodology for mapping, supervise the classification and interpretation processes of the satellite images,
- Supervise field checking and validation of the interpretation, and will ensure that the interpretation team has the necessary logistical support.
- Depending on their availability and data sharing agreements, collect available RS materials and organize archiving and safety copies of materials in FD.
- Support the preparation of a national classification for REDD+ and for land cover mapping using the Land Cover Classification System version 3.
- Support the preparation of an index map of available satellite images in Bangladesh.
- Examine the existing thematic maps on forestry and other land uses and assess their quality in terms of thematic details, dates of production, methods of production, and precision.
- Provide recommendations on their use in the context of a transparent national forest monitoring system.
- Define the specifications of the land cover/use map to be produced and methodology to be applied.
- Define the specifications of the remote sensing data needed and help their procurement. Use should be made of existing data and resort to purchase only if the existing data is judged not suitable or incomplete.
- Assist in planning and organizing satellite image classification and interpretation including field checking and validation.
- Provide training to the national personnel in forest/land cover/use mapping and change detection.
- Oversee the entire image interpretation activities including field checking and finalization of the interpretation.
- Support the preparation of manual for acquisition of field calibration and validation data.
- Validate the interpretation results, produce a final map based on the harmonized legend and generate statistical results on areas of the different land use units.
- In close collaboration with the UN-REDD and the NFI project, prepare mapping storage system.
- Work with the relevant International and National consultants to reinforce the FD in strengthening the specialized RS and GIS Unit for resources monitoring and information management.
- Prepare and submit final consultancy report describing the planned activities, the method followed for land use mapping, training programme and beneficiaries and results of the mapping work and the results achieved.
- Assist in any other tasks under the project at the instruction of the FAO Representative, the LTO, the CTA and the NPD.
- Perform any other tasks required, under the direction of the National Programme Director.

Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Inception report;
- Quarterly reports and end of mission report;
- Minutes of meetings related to RS;
- Proceedings of the technical trainings and workshop are provided;
- Methodology for mapping land cover and forest achieved;
- Field inventory data and accuracy assessment provided;
- Available RS materials, organized and archived in FD;
- National Classification System for REDD+ provided;

- Index map reviewed;
- Recommendations for the operationalization of the forest monitoring system provided;
- Manual for acquisition of field calibration and validation data.
- Final consultancy report.

Qualificans:

- Advanced university degree in remote sensing, GIS, forestry, environmental sciences, or a closely related field;
- Five years of relevant experience related to land and forest monitoring;
- Working knowledge of English.
- Excellent knowledge of land cover mapping;
- Excellent knowledge in software for remote sensing , GIS and database management;
- Extent and relevance of academic achievements in subjects relevant to forest monitoring, remote sensing and GIS;
- Demonstrated ability to provide training and transfer knowledge;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.

Annexure II: ToR 15/19

Type and Position: National Consultant: Measuring, Reporting and Verification (MRV) Specialist
Type of Contract: Individual Contract
Duration: 6 months
Duty Location: Dhaka with field visits
Language Required: English and Bengali

Project Description

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+. This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

Under the UNFCCC, developing country Parties are required to submit national communications which include a national GHG inventory. At COP16, it was decided that developing countries would submit their national communications every four years. It was also decided that developing countries, consistent with their capabilities and the level of support provided for reporting, should submit biennial update reports containing updates of national greenhouse gas inventories, including a national inventory report and information on mitigation actions, needs and support received. At COP17, it was decided that developing countries should submit their first biennial update reports by December 2014 and the subsequent ones every two thereafter. The least developed country Parties and small island developing States may submit biennial update reports at their discretion. REDD-plus forest reference emission levels and/or forest reference levels can also be submitted on a voluntary basis by developing country Parties. These submissions will be made available on the REDD Web Platform.

Task description and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Prepare the inception report.
- Contribute to the implementation of the national REDD+ readiness roadmap on the aspects relative to measurement, reporting and verification and forest monitoring;
- In close collaboration with the NFI unit and NFMS and MRV working groups, contribute to the establishment of the national forest monitoring system and ensure the consistency between the GHG inventory preparation and REL/RLs, taking into consideration other activities relative to climate change mitigation in Bangladesh such as the National Appropriate Mitigation Actions;
- Work closely with the CTA and the NPD to prepare work-plans for implementation of the project activities following the participatory approach where professionals, scientists, and stakeholders from the different sectors must be involved.
- Work closely with the national personnel and international experts and provide inputs for the elaboration of the training programme to be given to the national staff involved in the project and assist FD in implementing it.
- Assist FD in planning and servicing the workshops throughout the project and securing wide participation of stakeholders from the different sectors.
- Support data sharing between institutions to support implementation of MRV activities;
- Support the coordination of national forest monitoring activities and organize all the regular meetings of REDD+ steering committee;
- Achieve data collection for emission factors and activity data for the preparation of the GHG inventory for LULUCF sector;
- Provide updated information on the progress of the REDD+ process;
- Support the establishment of the Forest Management Information System;
- Ensure that the documents relative to the forest monitoring and MRV activities are properly communicated and disseminated;
- Work with the professionals from the different sectors and scientists, and in close collaboration with the NPD, CTA and consultants, to reach a consensus on the NFMS approach and long term monitoring.
- Assist FD in purchasing, installing and using the equipment and supplies foreseen for the project.
- Coordinate the regular MRV group meetings;
- Perform any other tasks required, under the direction of the National Programme Director.

Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Quarterly reports and end of mission report;
- Minutes of meetings related to MRV;
- Proceedings of the technical trainings and workshop are provided;
- Data sharing agreement signed and data archived and documented;
- Documentation about the stakeholders involved in the MRV process for REDD+ engaged and informed;
- Recommendations for the integration of the national forest monitoring system; integration of remote sensing and field inventory activities and the preparation of the GHG inventory;
- Final consultancy report.

Qualifications:

- Advanced university degree in forestry, agronomy, environmental sciences, or a closely related field;
- Five years of relevant experience related to monitoring of natural resources
- Working knowledge of English.
- Excellent knowledge of monitoring of natural resources and forestry and climate change mitigation;
- Excellent knowledge in the UNFCCC decisions, GHG inventory preparation, REL/RLs and reporting requirements;
- Extent and relevance of academic achievements in subjects relevant to climate change or monitoring of natural resources;
- Demonstrated ability to coordinate activities and transfer knowledge;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.

Annexure II: ToR 16/19

Type and Position:	International Consultant: Technical Capacity Building on the GHG Inventory for the LULUCF Sector & Institutional Support Specialist
Type of Contract:	Individual Contract
Duration:	3 months
Duty Location:	Dhaka with field visits
Language Required:	English

Project Description

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+. This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

In accordance with Articles 4 and 12 of the Climate Change Convention, and the relevant decisions of the Conference of the Parties, countries that are Parties to the Convention submit national greenhouse gas (GHG) inventories to the Climate Change secretariat. These submissions are made in accordance with the reporting requirements adopted under the Convention, such as the Guidelines for the preparation of national communications for non-Annex I Parties (decision 17/CP.8). At COP16, it was decided that developing countries would submit their national communications every four years. It was also decided that developing countries, consistent with their capabilities and the level of support provided for reporting, should submit biennial update reports containing updates of national greenhouse gas inventories, including a national inventory report and information on mitigation actions, needs and support received. At COP17, it was decided that developing countries should submit their first biennial update reports by December 2014 and the subsequent ones every two thereafter. The least developed country Parties and small island developing States may submit biennial update reports at their discretion.

REDD-plus forest reference emission levels and/or forest reference levels can also be submitted on a voluntary basis by developing country Parties. These submissions will be made available on the REDD Web Platform. According to decision 4.CP15, developing countries are requested to

implement transparent national forest monitoring systems (NFMS). UNFCCC decision 11/CP.19 stipulates that robust national forest monitoring systems should provide data and information that are transparent, consistent over time, and are suitable for measuring, reporting and verifying anthropogenic forest-related emissions by sources and removals by sinks, forest carbon stocks, and forest carbon stock and forest-area changes resulting from the implementation of the REDD+ activities consistently with guidance on measuring, reporting and verifying nationally appropriate mitigation actions by developing country Parties agreed by the Conference of the Parties, taking into account methodological guidance in accordance with decision 4/CP.15.

Task description and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Prepare the inception report.
- Contribute to the implementation of the national REDD+ readiness roadmap on the aspects relative to measurement, reporting and verification and forest monitoring for REDD+;
- Support the appropriate institutional and procedural arrangements for the establishment of institutional arrangements for REDD+;
- Provide support on the assessment of national circumstances for the preparation of the biennial update report (BUR) and REL/RLs;
- Participate to meetings with the various stakeholders/entities involved in the preparation of the GHG inventory for LULUCF/AFOLU;
- Identify needs for methodologies adapted to the country circumstances;
- Support the preparation of the GHG inventory for LULUCF/AFOLU sector according to UNFCCC decisions and IPCC Guidance and Guidelines;
- Support the potential integration of international, regional, national and sub-national datasets for monitoring forest at sub-national and national scales;
- Support the documentation and archiving of all data and methods used for the preparation of the GHG inventory for LULUCF/AFOLU sectors;
- Provide recommendations and support for the preparation of the biennial update report and forest reference emission level(s) and reference level(s);
- Support assessing carbon stock changes in the soil pool;
- Support the comparison of different approaches and methods for assessing forest carbon stock and stock changes of REDD+ activities (e.g. stock difference and gain-loss);
- Develop training materials and undertake in-country training on GHG inventory preparation, BURs and institutional arrangements;
- Support the implementation of a national consultation for institutional arrangements for REDD+ and GHG inventory;
- Perform any other tasks required, under the direction of the National Programme Director.

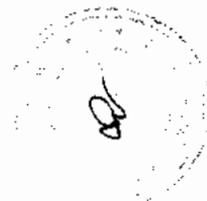
Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Quarterly reports and end of mission report;
- Minutes of meetings related to GHG;
- List and documentation of data used for the preparation of GHG inventory for LULUCF/AFOLU sector;
- Report providing recommendation for the preparation of the GHG inventory, BUR and institutional arrangements;
- Proceedings of the technical trainings and workshop are provided;
- Final consultancy report.



Qualifications:

- Advanced university degree in forestry, agronomy, environmental sciences, or a closely related field;
- Five years of relevant experience related to GHG inventory preparation;
- Working knowledge of English.
- Excellent knowledge of UNFCCC decisions, GHG inventory preparation, BURs, REL/RLs, IPCC Guidance and Guidelines;
- Excellent knowledge in forest monitoring, carbon stock assessment;
- Extent and relevance of academic achievements in subjects relevant to climate change or monitoring of natural resources;
- Demonstrated experiences in developing countries;
- Demonstrated experience in supporting institutional arrangements and agreements;
- Demonstrated ability to coordinate activities and transfer knowledge;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.



Annexure II: ToR 17/19

Type and Position:	National Consultanton: Technical Capacity Building on the GHG Inventory for the LULUCF Sector & Institutional Support Specialist
Type of Contract:	Individual Contract
Duration:	16 months
Duty Location:	Dhaka with field visits
Language Required:	English and Bengali

Project Description

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+. This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

In accordance with Articles 4 and 12 of the Climate Change Convention, and the relevant decisions of the Conference of the Parties, countries that are Parties to the Convention submit national greenhouse gas (GHG) inventories to the Climate Change secretariat. These submissions are made in accordance with the reporting requirements adopted under the Convention, such as the Guidelines for the preparation of national communications for non-Annex I Parties (decision 17/CP.8). At COP16, it was decided that developing countries would submit their national communications every four years. It was also decided that developing countries, consistent with their capabilities and the level of support provided for reporting, should submit biennial update reports containing updates of national greenhouse gas inventories, including a national inventory report and information on mitigation actions, needs and support received. At COP17, it was decided that developing countries should submit their first biennial update reports by December 2014 and the subsequent ones every two thereafter. The least developed country Parties and small island developing States may submit biennial update reports at their discretion.

REDD-plus forest reference emission levels and/or forest reference levels can also be submitted on a voluntary basis by developing country Parties. These submissions will be made available on the REDD Web Platform. According to decision 4.CP15, developing countries are requested to implement transparent national forest monitoring systems (NFMS). UNFCCC decision 11/CP.19 stipulates that robust national forest monitoring systems should provide data and information that are transparent, consistent over time, and are suitable for measuring, reporting and verifying anthropogenic forest-related emissions by sources and removals by sinks, forest carbon stocks, and forest carbon stock and forest-area changes resulting from the implementation of the REDD+ activities consistently with guidance on measuring, reporting and verifying

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nationally appropriate mitigation actions by developing country Parties agreed by the Conference of the Parties, taking into account methodological guidance in accordance with decision 4/CP.15.

General Description of task(s) and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Prepare the inception report.
- Contribute to the implementation of the national REDD+ readiness roadmap on the aspects relative to measurement, reporting and verification and forest monitoring for REDD+;
- Day to day support for institutional and procedural arrangements for the implementation of REDD+;
- Undertake an assessment of national circumstances for REDD+ implementation;
- Organize meetings with the various stakeholders/entities involved in the preparation of the GHG inventory for LULUCF/AFOLU;
- Support the preparation of the GHG inventory for LULUCF/AFOLU sector according to UNFCCC decisions and IPCC Guidance and Guidelines;
- Support the potential integration of international, regional, national and sub-national datasets for monitoring forest at sub-national and national scales;
- Document and archive all data and methods used for the preparation of the GHG inventory for LULUCF/AFOLU sectors;
- Provide recommendations and support for the preparation of the biennial update report and forest reference emission level(s) and reference level(s);
- Assess carbon stock changes related to forest land area changes in the soil pool;
- Compare different approaches and methods for assessing forest carbon stock and stock changes of REDD+ activities (e.g. stock difference and gain-loss);
- Develop training materials and undertake in-country training on GHG inventory preparation, BURs and institutional arrangements;
- Organize a national consultation for institutional arrangements for REDD+ and GHG inventory;
- Perform any other tasks required, under the direction of the National Programme Director.

Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Quarterly reports and end of mission report;
- Minutes of meetings related to GHG;
- List and documentation of data used for the preparation of GHG inventory for LULUCF/AFOLU sector;
- Report providing recommendation for the preparation of the GHG inventory, BUR and institutional arrangements;
- Data and detailed calculation used for the preparation of the GHG inventory for REDD+ activities;
- Proceedings of the technical trainings and workshop are provided;
- Final consultancy report.

Qualifications:

- University degree in forestry, agronomy, environmental sciences, or a closely related field;
- Five years of relevant experience related to GHG inventory preparation;
- Working knowledge of English.
- Excellent knowledge of UNFCCC decisions, GHG inventory preparation, BURs, REL/RLs, IPCC Guidance and Guidelines;
- Excellent knowledge in forest monitoring, carbon stock assessment;
- Extent and relevance of academic achievements in subjects relevant to climate change or monitoring of natural resources;
- Demonstrated experiences in developing countries;
- Demonstrated ability to coordinate activities and transfer knowledge;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.

Annexure II: ToR 18/19

Type and Position:	International Consultant: Data Management System, Integration and Documentation Support Specialist
Type of Contract:	Individual Contract
Duration:	2 months
Duty Location:	Dhaka
Language Required:	English

Project Description

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+. This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

The establishment of a national forest monitoring system for REDD+ requires the use and integration of various types of data from different sources. Ground field inventory data mainly correspond to dendrometric parameters and socio-economic data. Remote sensing data are mainly based on satellite images. In consequence, qualitative and quantitative information of different size and format are integrated together through an appropriate database management system. In addition, various stakeholders are involved in the contribution and process for monitoring forest and need access part/or all the information. An appropriate database management system should ensure an appropriate storage of the data and meta-data, their integration, analysis, accessibility and dissemination. A webplatform has been developed to provide access to the land monitoring activities.

Task description and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Prepare the inception report.
- Assess the data storage, archiving and data management capacities and provide recommendations based on the needs;

- Support the procurement of appropriate system and equipment for the forest monitoring information system;
- Provide the training to the national personnel, planning and implementing the activities in connection with the creation of the Forest Monitoring Information System (FIS).
- Support the development of a data management system that allow the accessibility of the necessary data to the different stakeholders;
- Collect and review comprehensively all existing forms of record keeping systems and relevant documents.
- Archive and organize all available field inventory data for Bangladesh (from permanent sample plots, destructive measurements, national forest assessment etc.).
- Examine the existing data base systems, information management systems and computer facilities within FD and other relevant institutions if needed, etc., and propose actions for a unified functional and practical system integrating the information produced by the different institutions involved in the project.
- Assist in specifying and procuring equipment and supplies for the Forest Information System.
- In close collaboration with the national counterpart personnel, design a preliminary database structure and present it for review and comments by concerned parties (professionals from forestry and other concerned institutions
- Finalize the FIS structure on the basis of comments/recommendations of reviewers.
- Set up a functional database and FIS and train the national personnel on its design, operation and maintenance.
- Provide trainings to government staff on database management, and updates for the webplatform.
- Support the installation of the database management system in government offices.
- Configure the informatics system to adequately perform.
- Support fine-tuning of the informatics system taking into consideration the national context and capacities.
- Support the development of applications for the field measurements.
- Work with the relevant International and National consultants to reinforce the FD in in strengthening the capacities in database management.
- Prepare and submit final consultancy report describing the planned activities, the method followed for data management.
- Prepare a descriptive paper of the structure and functions of the database and the FIS.
- Perform any other tasks required, under the direction of the National Programme Director.

Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Quarterly reports and end of mission report;
- Assessment of the data management capacities;
- Training materials and proceedings;
- Forest Information System operational;
- Descriptive documentation of the structure and functions of the database management system;
- Installation of the database management system;
- Compatibility of data for the data analysis process ensured;
- Final consultancy report.

Qualifications:

- University degree in IT, programming and informatics;
- Five years of relevant experience related to GHG inventory preparation;
- Working knowledge of English.
- Excellent knowledge of GIS, postGIS, postGress, MySQL;
- Excellent knowledge in software development;
- Extent and relevance of academic achievements in subjects relevant to IT development;
- Demonstrated experiences in developing countries;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.

Annexure II: ToR 19/19

Type and Position:	National Consultant: Data Management System, Integration and Documentation Support Specialist
Type of Contract:	Individual Contract
Duration:	10 months
Duty Location:	Dhaka with field visits
Language Required:	English and Bengali

Project Description

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+. This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

The establishment of a national forest monitoring system for REDD+ requires the use and integration of various types of data from different sources. Ground field inventory data mainly correspond to dendrometric parameters and socio-economic data. Remote sensing data are mainly based on satellite images. In consequence, qualitative and quantitative information of different size and format are integrated together through an appropriate database management system. In addition, various stakeholders are involved in the contribution and process for monitoring forest and need access part/or all the information. An appropriate database management system should ensure an appropriate storage of the data and meta-data, their integration, analysis, accessibility and dissemination. A webplatform has been developed to provide access to the land monitoring activities.

Task description and objectives to be achieved

Under the overall managerial administrative leadership of the UNDP in Bangladesh, direct supervision of the Project Director, in coordination with the Project manager, guidance provided by the Focal Point at FD, technical backstopping of the Forestry Department and UNDP/FAO forestry experts, the consultant will:

- Prepare the inception report.
- Provide the technical assistance and support to the FD in the areas of capacity building, multi-user database development, data sharing and data processing.
- Review the existing forest monitoring database structure;
- Develop multi-user database for web portal compatible with it;
- Support the preparation of a functional database management system;
- Review existing data sharing standards.

- Provide training to the national team in the development and maintenance of the database and formulating SQL queries.
- Prepare a database maintenance manual to ensure the sustainability of the forest data information and archiving systems
- Report any technical problems related to the data and database to the CTA and the NPD.
- Describe all work performed in the form of a terminal report at the end of the recruitment period — to be submitted to the CTA for technical clearance. The report should contain: 1. an ample descriptions of data processing to facilitate future repetitions of the work and; 2. recommendations for possible improvements of the database application including a description of any technical problems and any 'bugs' encountered during the work.
- Support the procurement of appropriate system and equipment for the forest monitoring information system;
- Support trainings to the national personnel, planning and implementing the activities in connection with the creation of the Forest Monitoring Information System (FIS).
- Support the development of a data management system that allow the accessibility of the necessary data to the different stakeholders;
- Collect and review comprehensively all existing forms of record keeping systems and relevant documents.
- Archive and organize all available field inventory data for Bangladesh (from permanent sample plots, destructive measurements, national forest assessment etc.).
- In close collaboration with the national counterpart personnel, design a preliminary database structure and present it for review and comments by concerned parties (professionals from forestry and other concerned institutions.
- Support the installation of the database management system in government offices.
- Ensure the adequate training is provided for the maintenance of the database system.
- Configure the informatics system to adequately perform.
- Fine-tuning of the informatics system taking into consideration the national context and capacities.
- Develop of applications for the field measurements.
- Support training on open software for field data collection and calculation.
- Prepare and submit end of consultancy report.
- Perform any other tasks required, under the direction of the National Programme Director.

Expected Outputs/ Deliverables:

- Inception report with detailed work schedule;
- Quarterly reports and end of mission report;
- Assessment of the data management capacities;
- Training materials and proceedings;
- Forest Information System operational;
- Descriptive documentation of the structure and functions of the database management system;
- Installation of the database management system;
- Evaluation of the performance of the database management system;
- Forest monitoring data are available on the webplaform;
- Compatibility of data for the data analysis process ensured;
- Final consultancy report.

Qualifications:

- University degree in IT, programming and informatics;
- Five years of relevant experience related to GHG inventory preparation;
- Working knowledge of English.
- Excellent knowledge of GIS, postGIS, postGress, MySQL;
- Excellent knowledge in software development;
- Extent and relevance of academic achievements in subjects relevant to IT development;
- Demonstrated experiences in developing countries;
- Quality of both oral and written communication skills;
- Demonstrated initiative and ability to deliver results within deadlines.

Annexure – III: Qualifications, Experience and Responsibilities of Consultants:

<i>Consultants</i>	<i>Educational Qualification</i>	<i>Experience</i>	<i>Responsibilities</i>
<i>National Consultant - Website Development</i>	Masters degree or above in Computer Science or related discipline	<ul style="list-style-type: none"> ▪ Substantial experience in the website designing/ Development; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Create and maintain REDD+ website; ▪ Update FD websites. <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant - REDD+ Awareness Material Development</i>	Masters degree or above in Forestry/Environment/ Masscommunication	<ul style="list-style-type: none"> ▪ Considerable experience in developing awareness materials/ programme; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Review available international materials on REDD+ and translate/adapt a selection, for distribution in country ▪ Develop materials specific to the Bangladesh REDD+ Roadmap ▪ Develop materials for use by local government extension workers and provide training ▪ Assess opportunities for radio, TV, cell-phone, billboard broadcasts dealing with forest sector issues, and implement as appropriate. <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant - Legal, Policy and Legislative framework for REDD+</i>	Masters degree or above in Law, Forestry or related discipline	<ul style="list-style-type: none"> ▪ Proven experience in developing and writing of legal, policy and legislative framework related to forest and forestry; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Review and analyze the National Environment Policy, National Forest Policy, National Land Use Policy, National Water Management Policy. ▪ Support integration of climate change into sectoral policies. ▪ Develop at least 4 policy notes outlining and demonstrating the impacts, costs, and benefits of a particular sectoral policy on the resilience of livelihoods in forest areas.

<i>Consultants</i>	<i>Educational Qualification</i>	<i>Experience</i>	<i>Responsibilities</i>
			Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.
<i>National Consultant - Deforestation and Forest Degradation Drivers Identification</i>	Masters degree or above in Forestry	<ul style="list-style-type: none"> ▪ Field experience in forest management, forest operation of hill forest, salforest and mangrove forest; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Study on drivers deforestation and forest degradation to identify new drivers and to understand priorities ▪ Initial analysis of all drivers of deforestation and forest degradation through studies in different forest areas – including quantitative assessment; ▪ Initial analysis of climate change induced drivers of deforestation and degradation; ▪ Consultation on the results of these assessments and selection of priority drivers to be addressed. <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant - REDD+ Strategy</i>	Masters degree or above in Forestry or related discipline	<ul style="list-style-type: none"> ▪ Experience of developing strategy/plan/policy for environment, forestry, natural resources. ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Support required for Effective Management of Forests in accordance with existing Laws and Policies ▪ Conducting of analytical studies ▪ Consultation for Strategic Options prioritization ▪ Costing of selected strategic options ▪ Preparation and consolidation of the REDD Strategies <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant -</i>	Masters degree or above in Forestry/	<ul style="list-style-type: none"> ▪ Considerable experience in developing awareness 	<ul style="list-style-type: none"> ▪ Capacity need assessment; ▪ Building capacities in

<i>Consultants</i>	<i>Educational Qualification</i>	<i>Experience</i>	<i>Responsibilities</i>
<i>Capacity Need Assessment</i>	Environment or related discipline	materials/ programme; <ul style="list-style-type: none"> ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	developing RELs/RLs; Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.
<i>National Consultant - Institutional arrangements</i>	Masters degree or above in Forestry/Public Administration	<ul style="list-style-type: none"> ▪ Proven experience in developing and writing of institutional arrangement among the stakeholders; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Assess sectoral policies and laws where related to REDD+ (e.g. energy, agriculture) and provide policy recommendations, in particular with regards to harmonization; ▪ Assess the institutional framework for forest management and governance (e.g. supply of forest resource, corruption risk-mapping of forest and public finance sectors, etc.). This will include an assessment of current forest management and current law enforcement; Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.
<i>International Consultant - REL/RL Capacity Building, Development and Validation</i>	Masters degree or above in Forestry/ or related discipline	<ul style="list-style-type: none"> ▪ Sufficient forestry experience in REL/RL capacity building; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Combine and harmonize historical forest area changes; ▪ Develop a methodology to assess past forest land area changes; ▪ Testing different RELs/RLs and possibilities of sub-national RELs/RLs; ▪ Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.
<i>National Consultant - REL/RL Capacity Building</i>	Masters degree or above in Forestry or related discipline	<ul style="list-style-type: none"> ▪ Sufficient forestry experience in REL/RL capacity building; ▪ Experience of working in project team; ▪ Excellent verbal and 	<ul style="list-style-type: none"> ▪ Combine and harmonize historical forest area changes; ▪ Develop a methodology to assess past forest land area

<i>Consultants</i>	<i>Educational Qualification</i>	<i>Experience</i>	<i>Responsibilities</i>
		written English skills.	<p>changes;</p> <ul style="list-style-type: none"> ▪ Testing different RELs/RLs and possibilities of sub-national RELs/RLs; <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant - Policy and Law Analysis and Governance</i>	Masters degree or above in Forestry/ Public Administration or related discipline	<ul style="list-style-type: none"> ▪ Proven experience in developing and writing of Policy and Law Analysis and Governance; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Assess sectoral policies and laws where related to REDD+ (e.g. energy, agriculture) and provide policy recommendations, in particular with regards to harmonization; ▪ Assess the institutional framework for forest management and governance (e.g. supply of forest resource, corruption risk-mapping of forest and public finance sectors, etc.). This will include an assessment of current forest management and current law enforcement; ▪ Consult and validate all recommendations with all concerned stakeholders; <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant - Climate Change Vulnerability Assessment</i>	Masters degree or above in Forestry / Climate Change or related discipline	<ul style="list-style-type: none"> ▪ Considerable experience in Climate Change Vulnerability Assessment; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Climate change vulnerability and adaptation needs assessments at the community level and regarding the formulation and implementation of community-based climate change adaptation measures; ▪ Develop site-specific adaptation plans in consultation with concerned implementing partners. These plans will

<i>Consultants</i>	<i>Educational Qualification</i>	<i>Experience</i>	<i>Responsibilities</i>
			<p>focus on the following:</p> <ul style="list-style-type: none"> a. Participatory approach for mangrove and non-mangrove coastal afforestation; b. Participatory approach for gender-sensitive livelihood diversification; and c. Participatory approach for assessing early warning needs to safeguard alternative livelihood investments against extreme climate events. <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant - Forest Cover and Carbon Stock Change assessment</i>	Masters degree or above in Forestry or related discipline	<ul style="list-style-type: none"> ▪ Experience in professional forestry and capacity to assess forest cover and carbon stock change; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Study/Survey on potential forest cover and carbon stock changes; <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant - Degradation and Deforestation Drivers Assessment</i>	Masters degree or above in Forestry or related discipline	<ul style="list-style-type: none"> ▪ Experience in professional forestry and capacity to assess drivers responsible for degradation and deforestation; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Drivers, deforestation and forest degradation to identify new drivers and to understand priorities ▪ Initial analysis of all drivers of deforestation and forest degradation through studies in different forest areas – including quantitative assessment; ▪ Initial analysis of climate change induced drivers of deforestation and degradation; ▪ Consultation on the results of these assessments and selection of priority drivers to be addressed. <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception</p>

<i>Consultants</i>	<i>Educational Qualification</i>	<i>Experience</i>	<i>Responsibilities</i>
<i>National Consultant - Remote Sensing</i>	Masters degree or above in GIS/ Forestry with GIS or related discipline	<ul style="list-style-type: none"> ▪ Experience in professional forestry/ Remote sensing; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<p>Workshop.</p> <ul style="list-style-type: none"> ▪ Identify the training needs on GIS and Remote sensing and database management; ▪ Develop and deliver training programmes on satellite data geo-rectification, interpretation, classification, field data collection, accuracy assessment, change matrix generation; ▪ Develop and deliver training program on GIS data base structure, data capture including metadata, data editing and retrieving, data visualization, data analysis, mapping, modeling; ▪ Provide guidelines and training on data archiving and data base management. <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant - MRV</i>	Masters degree or above in Forestry or related discipline	<ul style="list-style-type: none"> ▪ Experience in professional forestry and capacity to work on MRV; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Gather/Generate information on technical requirements and competences of the various government and research entities in relation to the MRV development process, as well as existing institutional, legal and procedural arrangements made to date; ▪ Provide a description of the information needed to generate and estimate Activity Data (AD), Emission Factors (EF) and GHG inventory; ▪ Provide a description of the current status of the AD, EF and GHG inventory in Bangladesh;

<i>Consultants</i>	<i>Educational Qualification</i>	<i>Experience</i>	<i>Responsibilities</i>
			<ul style="list-style-type: none"> ▪ Provide the current institutional arrangement to generate the AD, EF and GHG inventory; ▪ Assess the current capacities and gaps to implement a forest monitoring and MRV systems; ▪ Provide recommendations on setting up the forest monitoring and MRV systems for REDD+. <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<p><i>International Consultant- Technical capacity building for the GHG inventory for the LULUCF sector</i></p>	<p>Masters degree or above in Forestry or related discipline</p>	<ul style="list-style-type: none"> ▪ Experience in Technical capacity building for the GHG inventory for the LULUCF sector; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Review and updating of MRV Action Plan; ▪ Organization of regular MRV meetings; ▪ Support to Institutional Arrangements for GHG National Inventory System for the LULUCF sector; ▪ Technical capacity building for the GHG inventory for the LULUCF sector <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<p><i>National Consultant Technical capacity building for the GHG inventory for the LULUCF sector</i></p>	<p>Masters degree or above in Forestry or related discipline</p>	<ul style="list-style-type: none"> ▪ Experience in Technical capacity building for the GHG inventory for the LULUCF sector; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Review and updating of MRV Action Plan; ▪ Organization of regular MRV meetings; ▪ Support to Institutional Arrangements for GHG National Inventory System for the LULUCF sector; ▪ Technical capacity building for the GHG inventory for the LULUCF sector ▪ Responsibility and deliverables will be

<i>Consultants</i>	<i>Educational Qualification</i>	<i>Experience</i>	<i>Responsibilities</i>
			discussed among the stakeholders and finalise in the Inception Workshop.
<i>International Consultant - Data Management System, Integration and Documentation Support</i>	Masters degree or above in MIS/ Forestry with MIS or related discipline	<ul style="list-style-type: none"> ▪ Experience in Data collection and integration; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Support integration of sub-national activities into the national system; ▪ Support to logistics, equipment and software needs for the information system ▪ Documentation of methods and data collection for forest monitoring ▪ Information system supported by adequate data management system and calculation process ▪ Establishment of the Forest Management Information System <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>
<i>National Consultant – Data Collection, Data Management System, Integration and Documentation</i>	Masters degree or above in MIS /Forestry with MIS or related discipline	<ul style="list-style-type: none"> ▪ Experience in professional forestry/ MIS and capacity in data collection and documentation procedures; ▪ Experience of working in project team; ▪ Excellent verbal and written English skills. 	<ul style="list-style-type: none"> ▪ Support integration of sub-national activities into the national system; ▪ Support to logistics, equipment and software needs for the information system ▪ Documentation of methods and data collection for forest monitoring ▪ Information system supported by adequate data management system and calculation process ▪ Establishment of the Forest Management Information System <p>Responsibility and deliverables will be discussed among the stakeholders and finalise in the Inception Workshop.</p>

Annexure – IV : Implementation/Work Schedule

 Financial Schedule of Work
 (In Lakh Taka)

Sl. No.	Outcome	Expected Outputs	Work/ Budget Description	Year 1	Year 2	Year 3	Total
1	Outcome 1	1.1 Public Awareness Raised	Travelling Allowances (Transportation and DSA- Outcome/Output wise allocation: Appendix-1/2/6)	11.70	6.24	6.24	24.18
2	Outcome 1	1.2 Consultation and Participation Plan	Travelling Allowances (Transportation + DSA)	8.58	3.90	2.34	14.82
3	Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	Travelling Allowances (Transportation + DSA)	1.56	0.00	0.00	1.56
4	Outcome 2	2.2 Drivers of deforestation and forest degradation identified	Travelling Allowances (Transportation + DSA)	7.02	1.56	0.00	8.58
5	Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	Travelling Allowances (Transportation + DSA)	3.12	1.56	0.00	4.68
6	Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	Travelling Allowances (Transportation + DSA)	0.00	15.60	0.00	15.60
7	Outcome 2	2.5 Operationalizing REDD+ implementation	Travelling Allowances (Transportation + DSA)	6.24	9.36	5.93	21.53
8	Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	Travelling Allowances (Transportation + DSA)	0.00	3.90	1.56	5.46
9	Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	Travelling Allowances (Transportation + DSA)	0.00	5.46	5.46	10.92
10	Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	Travelling Allowances (Transportation + DSA)	39.00	27.30	0.00	66.30
11	Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	Travelling Allowances (Transportation + DSA)	13.65	15.60	0.00	29.25
12	Outcome 3	3.3 RELs/RLs tested	Travelling Allowances (Transportation + DSA)	7.80	21.06	11.70	40.56
13	Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	Travelling Allowances (Transportation + DSA)	10.92	17.16	14.04	42.12

Outcome	Expected Outputs	Work/ Budget Description	Year 1	Year 2	Year 3	Total
Outcome 4	4.2 Integrated forest information system developed	Travelling Allowances (Transportation +DSA)	0.00	13.26	12.48	25.74
Outcome 1	1.1 Public Awareness Raised	Contingent Staff (Ref: Staff list Appendix-4)	5.09	5.09	5.09	15.26
Outcome 1	1.2 Consultation and Participation Plan	Contingent Staff (Ref: Staff list Appendix-4)	5.09	5.09	2.54	12.72
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	Contingent Staff (Ref: Staff list Appendix-4)	5.09	0.00	0.00	5.09
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	Contingent Staff (Ref: Staff list Appendix-4)	0.00	5.09	0.00	5.09
9 Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	Contingent Staff (Ref: Staff list Appendix-4)	5.09	5.09	0.00	10.18
20 Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	Contingent Staff (Ref: Staff list Appendix-4)	0.00	5.09	0.00	5.09
21 Outcome 2	2.5 Operationalizing REDD+ implementation	Contingent Staff (Ref: Staff list Appendix-4)	22.18	22.18	22.18	66.55
22 Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	Contingent Staff (Ref: Staff list Appendix-4)	18.66	8.48	0.00	27.14
23 Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	Contingent Staff (Ref: Staff list Appendix-4)	12.21	14.25	0.00	26.46
24 Outcome 3	3.3 RELs/RLs tested	Contingent Staff (Ref: Staff list Appendix-4)	3.39	23.75	6.78	33.92
25 Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	Contingent Staff (Ref: Staff list Appendix-4)	14.25	18.32	14.25	46.81
26 Outcome 4	4.2 Integrated forest information system developed	Contingent Staff (Ref: Staff list Appendix-4)	1.70	16.96	16.96	35.62
27 Outcome 1	1.1 Public Awareness Raised	Consultant (Ref: Consultant list Appendix-5)	6.61	6.61	6.61	19.84
28 Outcome 1	1.2 Consultation and Participation Plan	Consultant (Ref: Consultant list Appendix-5)	6.61	6.61	3.31	16.53
29 Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	Consultant (Ref: Consultant list Appendix-5)	6.61	0.00	0.00	6.61
30 Outcome 2	2.2 Drivers of deforestation and forest degradation identified	Consultant (Ref: Consultant list Appendix-5)	0.00	6.61	0.00	6.61

Sl. No.	Outcome	Expected Outputs	Work/ Budget Description	Year 1	Year 2	Year 3	Total
31	Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	Consultant (Ref: Consultant list Appendix-5)	6.61	6.61	0.00	13.22
32	Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	Consultant (Ref: Consultant list Appendix-5)	0.00	6.61	0.00	6.61
33	Outcome 2	2.5 Operationalizing REDD+ implementation	Consultant (Ref: Consultant list Appendix-5)	28.83	28.83	28.83	86.48
34	Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	Consultant (Ref: Consultant list Appendix-5)	24.24	11.02	0.00	35.26
35	Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	Consultant (Ref: Consultant list Appendix-5)	15.87	18.51	0.00	34.38
36	Outcome 3	3.3 RELs/RLs tested	Consultant (Ref: Consultant list Appendix-5)	4.41	30.85	8.82	44.08
37	Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	Consultant (Ref: Consultant list Appendix-5)	18.51	23.80	18.51	60.83
38	Outcome 4	4.2 Integrated forest information system developed	Consultant (Ref: Consultant list Appendix-5)	2.20	22.04	22.04	46.28
27	Outcome 1	1.1 Public Awareness Raised	Stationery, Seal & Stamps (Supplies, Commodities, Materials). Outcome/Output wise allocation: Appendix-1/2/6)	7.80	6.24	3.90	17.94
28	Outcome 1	1.2 Consultation and Participation Plan	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	7.80	3.90	2.34	14.04
29	Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	2.34	0.00	0.00	2.34
30	Outcome 2	2.2 Drivers of deforestation and forest degradation identified	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	1.56	1.56	0.00	3.12
31	Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	4.68	3.12	0.00	7.80

Sl. No.	Outcome	Expected Outputs	Work/ Budget Description	Year 1	Year 2	Year 3	Total
32	Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	0.00	11.70	0.00	11.70
33	Outcome 2	2.5 Operationalizing REDD+ implementation	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	19.50	15.60	15.60	50.70
34	Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	0.00	5.46	2.34	7.80
35	Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	0.00	2.34	3.90	6.24
36	Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	6.24	3.90	0.00	10.14
37	Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	3.12	3.51	0.00	6.63
38	Outcome 3	3.3 RELs/RLs tested	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	0.00	4.68	0.00	4.68
39	Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	0.78	0.78	0.78	2.34
40	Outcome 4	4.2 Integrated forest information system developed	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	0.00	2.34	0.00	2.34
41	Outcome 1	1.1 Public Awareness Raised	Other Expenses (Contractual Services. Outcome/Output wise allocation: Appendix-1/2/6)	15.60	15.21	14.43	45.24
42	Outcome 1	1.2 Consultation and Participation Plan	Other Expenses (Contractual Services)	26.91	19.50	7.02	53.43
43	Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	Other Expenses (Contractual Services)	23.40	0.00	0.00	23.40
44	Outcome 2	2.2 Drivers of deforestation and forest degradation identified	Other Expenses (Contractual Services)	26.52	8.58	0.00	35.10
45	Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	Other Expenses (Contractual Services)	19.50	14.82	0.00	34.32

Sl. No.	Outcome	Expected Outputs	Work/ Budget Description	Year 1	Year 2	Year 3	Total
46	Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	Other Expenses (Contractual Services)	0.00	31.20	0.00	31.20
47	Outcome 2	2.5 Operationalizing REDD+ implementation	Other Expenses (Contractual Services)	15.60	29.33	36.66	81.59
48	Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	Other Expenses (Contractual Services)	0.00	29.64	0.00	29.64
49	Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	Other Expenses (Contractual Services)	0.00	23.40	10.14	33.54
50	Outcome 3	3.3 RELs/RLs tested	Other Expenses (Contractual Services)	7.80	0.00	0.00	7.80
51	Outcome 4	4.2 Integrated forest information system developed	Other Expenses (Contractual Services)	0.00	1.95	1.95	3.90
52	Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	Other Expenses (General Operating and Other Direct Costs. Outcome/Output wise allocation: Appendix-1/2/6)	14.82	4.68	0.00	19.50
53	Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	Other Expenses (General Operating and Other Direct Costs)	1.01	1.72	0.00	2.73
54	Outcome 3	3.3 RELs/RLs tested	Other Expenses (General Operating and Other Direct Costs)	0.00	3.90	0.00	3.90
55	Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	Other Expenses (General Operating and Other Direct Costs)	12.48	15.21	13.65	41.34
56	Outcome 4	4.2 Integrated forest information system developed	Other Expenses (General Operating and Other Direct Costs)	0.00	5.46	6.24	11.70
57	Outcome 2	2.5 Operationalizing REDD+ implementation	Equipment, Vehicles, and Furniture including Depreciation	24.65	0.00	0.00	24.65
58	Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	Equipment, Vehicles, and Furniture including Depreciation	6.24	3.12	0.00	9.36
59	Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	Equipment, Vehicles, and Furniture including Depreciation	0.94	1.01	0.00	1.95

Sl. No.	Outcome	Expected Outputs	Work/ Budget Description	Year 1	Year 2	Year 3	Total
60	Outcome 3	3.3 RELs/RLs tested	Equipment, Vehicles, and Furniture including Depreciation	0.00	13.26	3.90	17.16
61	Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	Equipment, Vehicles, and Furniture including Depreciation	5.46	5.46	3.90	14.82
62	Outcome 4	4.2 Integrated forest information system developed	Equipment, Vehicles, and Furniture including Depreciation	11.70	6.63	6.63	24.96
		Indirect Costs (7%)		41.25	51.71	24.43	117.39
	GRAND TOTAL			630.54	790.37	373.48	1,794.39

SUMMARY OF PROGRAMME COST	Year 1	Year 2	Year 3	Total
PMU Staff and Consultant (Ref: Appendix-4)	213.25	297.49	155.92	666.67
Supplies, Commodities, Materials	53.82	65.13	28.86	147.81
Equipment, Vehicles, and Furniture including Depreciation	48.98	29.48	14.43	92.90
Contractual Services	135.33	173.63	70.20	379.16
Travel (Transportation +DSA)	109.59	141.96	59.75	311.30
General Operating and Other Direct Costs	28.31	30.97	19.89	79.17
Total	589.29	738.66	349.05	1,677.00
Indirect costs (7%)	41.25	51.71	24.43	117.39
GRAND TOTAL	630.54	790.37	373.48	1,794.39



Annexure – V : Tasks and qualifications of counterpart personnel to be attached with the consultants:

Designation	Educational Qualification	Experience	Tasks to be performed
1	2	3	4
Divisional Forest Officers, Asst. Conservator of Forests, Range Officers of the Forest Divisions in the project area.	In service – Minimum graduation in forestry for the DFOs and ACFs. Minimum HSC/Diploma in forestry for the ROs.	Experienced as in service.	They will provide necessary support to the PD/PMU, Experts and any other project mission.

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Annexure – VI : Tasks and qualifications of support staff to be recruited:

A. GOB fund: No recruitment under GOB

B. Others: PMU Staff (Contingent Staff)

Designation	Educational Qualification	Experience	Tasks to be performed
1	2	3	4
Project Manager	University degree, preferably a postgraduate qualification in management, environmental science, forestry, social sciences or related discipline	A minimum of 10 years' experience in the field of project management related to forestry, climate change, environment and rural development and at least 5 years' experience in leading large-scale and complex projects covering all aspects of project cycle management including financial management, budgeting, administration, human resources, monitoring and evaluation, auditing, and reporting.	<ul style="list-style-type: none"> • Develop annual and quarterly work plans and operational budgets and ensure timely submission of these documents to the NPD for obtaining approval from the Programme Executive Board (PEB); • Supervise the implementation of all UN-REDD Programme components, activities and tasks in line with the corresponding work plans and budgets; • Supervise the management of the programme budget and ensure delivery of budget as per approved work plans; • Lead the establishment of the PMU's administrative and financial procedures; • Manage the day-to-day operations of the PMU including the supervision of PMU personnel and contracted PMU consultants/experts and subcontractors; • Oversee and finalize Terms of Reference (TOR) for national and international consultants/experts and subcontractors; • Recommendation and clearance of transactions under the programme, as directed by the NPD; • Ensure the timely submission of reports, outputs and other deliverables to NPD for review and evaluation, and submission to the PEB and the National REDD+ Steering Committee (RSC); • Prepare and ensure prompt submission of required technical and financial reports to UN Organizations; recommending appropriate measures for enhancement of efficiency and effectiveness and endorsing the same to the NPD for review/integration and eventual presentation to the PEB/RSC; • Develop and implement monitoring and evaluation mechanism for financial, administrative, and operational activities and ensure timely submission of progress and financial reports; • Ensure coordination of programme activities and effective communication with all stakeholders to

Designation	Educational Qualification	Experience	Tasks to be performed
			<p>facilitate smooth implementation of the programme;</p> <ul style="list-style-type: none"> • Identify and monitor issues and risks regarding the delivery of programme outputs and activities and recommend remedial actions to the NPD, PEB and RSC, as appropriate; and • Oversee the stakeholder engagement process in the REDD+ readiness phase. <p>Managing External Relationships</p> <ul style="list-style-type: none"> • Oversee and manage inter and intra working relationships with the PEB, RSC, REDD+ Stakeholder Forum, and Technical Working Groups; • Liaise with other initiatives and stakeholders to share knowledge and enhance coordination with regard to technical matters; and • With the assistance of Communications Officer and other PMU staff, document and analyse the programme's effectiveness, summarizing lessons learned, successful tools and methodologies, ensuring that the information is shared with all relevant partners, including policy makers, institutions, civil society, and development partners. <p>Expected Results/Deliverables:</p> <ul style="list-style-type: none"> • The UN-REDD Programme is effectively and efficiently implemented in a transparent and accountable manner, in accordance with all applicable rules and regulations of the Government of Bangladesh and the UN Organizations. • Quarterly and Annual Work Plans are submitted, on time, to the PEB/ RSC for approval. • Quarterly, semi-annual and annual financial and technical reports, including risks and issues to be addressed, of the UN-REDD Programme submitted to and approved by the NPD and the Participating UN Organizations.
Finance Officer	A degree in Bachelor of Accountancy and financial management and/or other professional qualifications	A minimum of 5 years' experience in project management/financial/ office management; knowledge of UN financial procedures is an advantage;	<ul style="list-style-type: none"> • Establish financial systems and procedures consistent with the government's and UN's existing guidelines for PMU staff, consultants and subcontractors; • Develop and implement a proper archiving system for all programme and finance related files, reports and correspondence for easy access

Designation	Educational Qualification	Experience	Tasks to be performed
	<p>such CIMA, AAT, ACCA, CMA, Chartered Accountancy, etc.</p> <p>Language Requirements: Proficient in English and Bengali languages, spoken and written.</p>	<p>excellent computer skills, including proficiency in the use of basic office software packages, electronic email and experience in handling web-based communications and management systems.</p>	<p>and future reference;</p> <ul style="list-style-type: none"> • Prepare vouchers for payments, maintain and monitor records of all disbursements of the Programme; validate disbursements; and participate during audit as required by UN-REDD; • Prepare updated reports on disbursement, and advise the Programme Team on the overall financial status of the project; • Prepare and process financial reports required by the Participating UN Organizations; <p>Expected Results/Deliverables:</p> <ul style="list-style-type: none"> • Detailed SOPs for finance management system and procedures; • Relevant finance-related files and documents; • Monthly, quarterly and annual financial reports.
Communications Officer	<p>An advanced degree, or equivalent in Communication and Journalism/ English, Information technology, Media or other relevant discipline.</p> <p>Language Requirements: Proficient in English and Bengali languages, spoken and written.</p>	<p>A minimum of 5 years' experience in developing and implementing communication strategies. Experience in designing and utilising multi-media communication tools to reach varied audiences including government institutions, civil society organizations, Ethnic Groups, rural communities, private sector and development partners. Experience in working with the UN and government counterparts is an asset. Familiarity with various design software and multi-media applications is an advantage.</p>	<ul style="list-style-type: none"> • Identify relevant stakeholder groups, their general interest areas related to REDD+ and most appropriate and effective modes of communication to reach out to them; • Prepare key messages regarding REDD+ and the role of the UN-REDD Programme respectively for the government and non-government stakeholders in consultation with the NPD, PM and technical staff members of PMU; • Develop necessary strategies, plans and tools (e.g. website, brochures, etc.) to ensure that information on the national REDD+ readiness process and UN-REDD Programme is communicated effectively to relevant stakeholders in the country and internationally; • Coordinate engagement with the media and act as a focal person for all media inquiries related to the UN-REDD National Programme; • Support technical staff members of PMU in preparing targeted communication and learning materials for different work areas of the UN-REDD National Programme; • Assist with the packaging of information for sharing lessons and experiences from different work areas with internal and external audiences; • Coordinate with partner organizations and initiatives to disseminate information on the UN-REDD National Programme; • Provide regular updates to stakeholders at the sub-national, national and international levels

Designation	Educational Qualification	Experience	Tasks to be performed
			<p>and ensure the accessibility of information;</p> <ul style="list-style-type: none"> • Support the PM to oversee stakeholder engagement process in the REDD+ readiness phase; and • Assist the PM with relevant working planning and budgeting. <p>Expected Results/Deliverables:</p> <ul style="list-style-type: none"> • Mapping of stakeholders, areas of interest and modes of communication; • Key messages regarding REDD+ and the role of the UN-REDD Programme; • Appropriate strategies, plans and tools (e.g. website, brochures, etc.); • Specific communications materials and knowledge products from different work areas; and • Monthly, quarterly and annual progress reports.
<p>REDD+ Governance Activity Coordinator</p>	<p>University degree, preferably a postgraduate qualification in environmental science, forestry, geography, other social sciences or related discipline Language</p> <p>Requirements: Proficient in English and Bengali languages, spoken and written.</p>	<p>A minimum of 7 years' experience in the field of project management related to forestry, climate change, environment and rural development and at least 5 years' experience in leading large-scale and complex projects covering all aspects of project cycle management including financial management, budgeting, administration, human resources, monitoring and evaluation, auditing, and reporting.</p>	<ul style="list-style-type: none"> • Prepare quarterly and annual work plans and budgets including procurement plans for the delivery of Outcomes; • Develop and finalise, in coordination with relevant UNDP advisors, Terms of Reference (TOR) for national and international contractual services required for the delivery of Outcomes; • Conduct necessary monitoring and evaluation of activities to ensure smooth and effective delivery and adaptive management of Outcomes; • Ensure effective and meaningful participation of state and non-state actors throughout the implementation of Outcomes; • Undertake monitoring and evaluation of substantive progress semi-annually and annually to document, analyse and reflect on achievements, lessons, risks and issues in order to improve the overall effectiveness and efficiency of the work. <p>Coordination and Administrative Tasks</p> <ul style="list-style-type: none"> • Assist the PM in coordinating quarterly and annual work planning processes; • Assist the PM in conducting progress monitoring and evaluation, including periodic updating and revision of M&E milestones, targets and indicators as necessary; • Support the PM in preparing semi-annual and annual reports on the NP's progress;

Designation	Educational Qualification	Experience	Tasks to be performed
			<ul style="list-style-type: none"> • Prepare and ensure prompt submission of required technical and financial reports related to the delivery of Outcomes 1 and 2 to the PM and UNDP; and • Develop and implement a framework for financial, administrative, and operational risk monitoring for Outcomes 1 and 2. <p>Expected Results/Deliverables:</p> <ul style="list-style-type: none"> • Effective and efficient achievement of results related to Outcomes 1 and 2, in accordance with all applicable rules and regulations of the Government of Bangladesh and UNDP. • Quarterly and Annual Work Plans are submitted, on time, to the PM. • Quarterly, semi-annual and annual financial and technical reports, including risks and issues to be assessed, reported and where already possible addressed, submitted to the PM and UNDP.
<p>Administrative Assistant</p>	<p>A degree in Bachelor of Business Administration, Management and/or other Professional Qualifications in the above areas Language</p> <p>Requirements: Proficient in English and Bengali languages, spoken and written.</p>	<p>A minimum of 5 years' experience in project management/administration/office management; knowledge of UN administration procedures is an advantage; excellent computer skills, including proficiency in the use of basic office software packages, electronic email and experience in handling web-based communications and management systems.</p>	<ul style="list-style-type: none"> • Establish administrative systems and procedures consistent with the government's and UN's existing guidelines for PMU staff, consultants and subcontractors; • Develop and implement a proper archiving system for all programme and administration related files, reports and correspondence for easy access and future reference; • Maintain an updated inventory of all supplies and equipment and prepare guidelines for the proper use and maintenance of office equipment and properties; • Facilitate travel and transportation requirements of the programme staff and other stakeholders involved in the Programme; • Assist with recruitment of programme staff, and procurement of goods and services and ensure applicable rules and regulations are followed; • Prepare and process administrative reports required by the Participating UN Organizations; <p>Expected Results/Deliverables</p> <ul style="list-style-type: none"> • Detailed SOPs for administrative management system and procedures; • Relevant files and documents for administrative purposes; • Monthly, quarterly and annual administrative reports.



Designation	Educational Qualification	Experience	Tasks to be performed
Programme Secretary	University degree in English language, administration or related fields Language Requirements: Proficient in English and Bengali languages, spoken and written.	A minimum four years' of working experience in the positions of secretary or interpreter/ translator for donor-funded environmental projects Good secretarial skills and good organizational capacity Knowledge in administrative procedures of the Government Good computer skills in common word processing (MS Word), spreadsheet (MS Excel) Knowledge of negotiation and experience in working with UN agencies and international organizations is an advantage	<ul style="list-style-type: none"> • Provide necessary assistance in the operational management of the programme according to the National Programme Document • Prepare correspondence on administrative and programme matters pertaining to the PMU responsibilities • Undertake all preparation work for procurement of office equipment, stationery and support facilities as required • Provide support in preparing events, including workshops, meetings (monthly, quarterly and annual), study tours, trainings, etc. This also includes preparation of background materials for use in discussions and briefing sessions • Logistical arrangements including visa, transportation, hotel bookings for PMU staff, consultants and guests <p>Expected Results/Deliverables</p> <ul style="list-style-type: none"> • Functioning telephone, fax and e-mail systems • Well-maintained diary and event calendar for the PM and staff • Up-to-date files, meeting minutes and other forms of records



Annexure – VII : Letter of Agreement with Implementing Agencies/Development Partners



UN-REDD
PROGRAMME



UN COLLABORATIVE PROGRAMME ON REDUCING EMISSIONS FROM DEFORESTATION AND FOREST DEGRADATION IN DEVELOPING COUNTRIES
NATIONAL PROGRAMME DOCUMENT

Cover Page

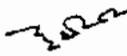
Country: Bangladesh

Programme Title: UN-REDD Bangladesh National Programme

National Programme Goal: Support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

<p>Programme Duration: 36 months</p> <p>Anticipated start/end dates: May 2015 – April 2018</p> <p>Fund Management Option(s): Pass-through</p> <p>Managing or Administrative Agent: UNDP MPTF Office</p>	<p>Total estimated budget*: US\$ 2,300,500</p> <p>Out of which:</p> <ol style="list-style-type: none"> 1. Funded Budget: US\$ 2,300,500 2. Unfunded budget: 0 <p><i>This is the UN-REDD Programme funding, supporting the implementation of the National REDD+ Readiness Roadmap. Estimated cost of National REDD+ Readiness Roadmap: US\$ 14,882,000</i></p> <p>* Total estimated budget includes both programme costs and indirect support costs.</p>								
<p>Sources of funded budget:</p> <table> <tr> <td>UN-REDD MPTF:</td> <td>US\$ 2,300,500</td> </tr> <tr> <td>Co-financing (GoB in kind):</td> <td>US\$ 2,744,250 (for the Roadmap implementation)</td> </tr> <tr> <td>Other:</td> <td>US\$ 220,000 (UN-REDD TS)</td> </tr> <tr> <td>Co-financing (Other):</td> <td>US\$ 5,294,000 (USAID for supporting the Roadmap implementation)</td> </tr> </table>	UN-REDD MPTF:	US\$ 2,300,500	Co-financing (GoB in kind):	US\$ 2,744,250 (for the Roadmap implementation)	Other:	US\$ 220,000 (UN-REDD TS)	Co-financing (Other):	US\$ 5,294,000 (USAID for supporting the Roadmap implementation)	
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Names and signatures of national counterparts and participating UN organization:

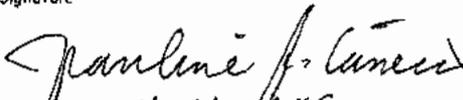
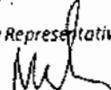
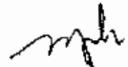
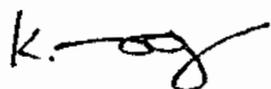
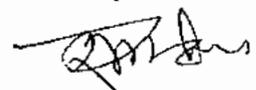
<p>Abdullah Al Mohsin Chowdhury Additional Secretary (Development) Secretary, Ministry of Environment and Forests Signature  Date 27.5.2015</p>	<p>Md. Ashadul Islam Additional Secretary, Economic Relations Division, Ministry of Finance Signature  Date: 27/5/2015</p>
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 Ministry of Environment and Forests
 Govt. of the People's Republic of Bangladesh

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Names and signatures of national counterparts and participating UN organizations

UN organizations	National Coordinating Authorities
<p>Argentina Motavel Piccin UN Resident Coordinator G.I</p> <p>Signature </p> <p>Date 18 NOV 14</p>	<p>Secretary, Ministry of Environment and Forests</p> <p>Signature See page 2A</p> <p>Date</p>
<p>Pauline Tamesis Country Director, UNDP</p> <p>Signature </p> <p>Date 16.11.2014</p>	<p>Secretary, Economic Relations Division, Ministry of Finance</p> <p>Signature see page 2A</p> <p>Date</p>
<p>Mike Rabson FAO Country Representative</p> <p>Signature </p> <p>Date 4/11/2014</p>	<p>Mu. Yunus Ali Chief Conservator of Forests, Forest Department</p> <p>Signature </p> <p>Date 01.11.2014</p>
<p>Kaveh Zuhedi Regional Director and Representative, UNEP - ROAP</p> <p>Signature </p> <p>Date 26.11.2014</p>	<p>Haradhan Banik Deputy Chief Conservator of Forests and UN-REDD National Focal Point</p> <p>Signature </p> <p>Date 01.11.2014</p>

1. Executive Summary

Bangladesh is one of the most climate-vulnerable countries in the world. Climate change and variability have had an impact on the lives and livelihoods of people living in coastal areas and in arid and semi-arid regions of Bangladesh. Floods, tropical cyclones, storm surges and droughts are becoming more frequent and are set to become even more severe in the coming years and decades. These changes are threatening the significant achievements Bangladesh has made over the last 20 years in increasing incomes, reducing poverty and achieving self-sufficiency in rice production. For these reasons, by many accounts, Bangladesh is considered to be the country *the most vulnerable* to climate change.

As a signatory to both the UN Framework Convention on Climate Change (UNFCCC, ratified in 1994) and the Kyoto Protocol (2001), Bangladesh is also fully aware of the *causes* of climate change. According to the most recent national GHG inventory, the majority of Bangladesh's CO₂ emissions are derived from the energy sector, followed by the land-use, land-use change and forestry sector - with 32%. Hence, whilst devoting considerable resources to reducing vulnerability to climate change, and maintaining its path of economic development, Bangladesh is also striving to reduce its greenhouse gas (GHG) emissions.

The Conference of the Parties (COP) to the UNFCCC has adopted a forestry GHG emission mitigation mechanism known as "REDD+". This is defined as 'Policy approaches and positive incentives on issues relating to reducing emissions from deforestation and forest degradation in developing countries, and the role of conservation, sustainable management of forests and enhancement of forest carbon stocks in developing countries'. REDD+ will provide positive incentives to developing countries to voluntarily reduce their rates of deforestation and forest degradation, and to increase their forest carbon stocks, as part of a post-2020 global climate change agreement.

As part of its long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It established the National REDD+ Steering Committee (RSC) in July 2011. It has prepared the REDD+ Readiness Roadmap - endorsed by the RSC in December 2012. Subsequently, in June 2013, the UN-REDD Programme invited Bangladesh to submit a REDD+ Readiness Preparation Proposal (R-PP).

Bangladesh has 2.6 million hectares of forestland, equivalent to almost 18% of country's total area. There are five broad types of forest according to ecology and geographical location, these are: hill forest, plain land forest (dominated by *Shorea robusta*, or sal), mangrove, coastal plantations, and wetland forest. The Government's Forest Department manages 1.6 million hectares of the forest land. According to a national forest resource assessment reported in 2010, 11% of the country's land is under tree cover. However, another 20% - that is approximately 2.5 million hectares - is recorded as 'other wooded land' or 'other land with trees'. Hence, there is potentially an important scope for REDD+ activities in Bangladesh.

The history of forestry in Bangladesh is one of continuous depletion of forest resources both in terms of area and quality. Traditionally, plantations and forest reservations have been the tools to combat this depletion. However, increasingly since the early 1980s, forestry in Bangladesh has witnessed a rapid succession of social forestry programmes in an attempt to redress public alienation and to allow for wider participation of local people in forest use and management.

The R-PP is a revision of the REDD+ Readiness Roadmap endorsed by the RSC in December 2012. It sets out how Bangladesh will implement its REDD+ Readiness activities and develop a comprehensive National REDD+ Strategy under Phase 1 of REDD+.

This National Programme Document (NPD) describes how the Bangladesh UN-REDD National Programme will contribute to the objectives of the R-PP. The overall goal of the Bangladesh UN-REDD National Programme is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

The Programme counts on key national counterpart institutions and development partners to play active roles and take on specific responsibilities in maintaining the momentum in the REDD+ management processes and prioritizing and implementing those strategic options identified through the Programme. Effective risk management and coordination with key national and development partners throughout the life of the Programme will therefore be critical (see 6. Risk Management).

The National Programme will contribute to the components of the R-PP as follows:

Under Component 1 of the R-PP, Bangladesh will establish the management structure to manage the REDD+ Readiness process and to develop the National REDD+ Strategy. Outcome 1 of the Bangladesh UN-REDD National Programme, described in this NPD, will contribute to this Component by improving stakeholder awareness of the REDD+ Readiness process and enhancing engagement of stakeholders in this process. This will be achieved through the development and implementation of a Consultation and Participation Plan and a strategy for raising public awareness through multiple media.

Under Component 2 of the R-PP, Bangladesh will prepare its National REDD+ Strategy. Outcome 2 of the NPD will contribute to this component through a series of studies and national assessments on the following topics:

- Strengthening the legal, policy and legislative framework for REDD+ in Bangladesh;
- Identifying and prioritising the key drivers of deforestation and forest degradation;
- Developing potential REDD+ strategies to address the priority drivers of deforestation and forest degradation;
- Establishing a transparent system for the national management of REDD+ finances;
- Developing a transparent system for the local distribution of REDD+ incentives.

Under Outcome 2 of the NPD, the Bangladesh UN-REDD National Programme will also provide support for the establishment and operation of a Programme Management Unit (PMU). Through the PMU, capacity development and management support will be provided to bodies and institutions involved in the national REDD+ Readiness process, including the REDD Cell, RSC, Technical Working Groups and civil society organisations. Outcome 2 will also cover mid-term and final evaluations of the Bangladesh UN-REDD National Programme.

Under Component 3 of the R-PP, Bangladesh will establish its national forest Reference Emission Level and/or forest Reference Level (RELS/RL), with sub-national forest RELs/RLs as potential interim measures. Outcome 3 of the NPD will support this component by building the capacities required within Bangladesh to develop RELs/RLs; by assessing the national circumstances, linking to the assessment of drivers of deforestation and forest degradation, and collecting the historical data required necessary for this work, and by developing and testing different potential sub-national and national RELs/RLs.

Under Component 4 of the R-PP, Bangladesh will develop a national forest monitoring system (NFMS) and safeguards information system (SIS). The NFMS will cover all MRV requirements and the monitoring of the implementation and impacts of REDD+ policies and measures. Outcome 4 of the NPD will contribute to the establishment of the NFMS through the development of national capacities necessary to implement the Greenhouse Gas Inventory (GHG-I) for the forest sector, and through the development of an integrated forest management information system.

Component 4 of the R-PP will also be supported through a USAID-financed project for development of a National Forest Inventory and a Satellite Forest Monitoring System, which will be designed to be compliant with international requirements for a future REDD+ mechanism under the UNFCCC. The activities under Outcome 4 of the NPD are therefore designed to complement the USAID project and will address activities of the R-PP which are different from those addressed by this project.

Other initiatives, which will contribute to implementation of the R-PP in Bangladesh, include:

- USAID-supported project for capacity development of the Ministry of Environment and Forests
- USAID-supported Climate-Resilient Ecosystems and Livelihoods (CREL) project
- UNDP's Chittagong Hill Tracts Development Facility (CHTDF) project
- EU's Sundarbans Environmental Livelihoods Security (SEALS) Project
- World Bank's Strengthening Regional Cooperation for Wildlife Protection Project
- Bangladesh Climate Change Resilience Fund (BCCRF)'s Climate Resilient Participatory Afforestation and Reforestation (CRPAR) Project
- Sustainable Development and Biodiversity Conservation in Coastal Protection Forest of Government of Germany / GIZ
- Management of Sundarbans for Biodiversity Conservation and Increased Adaptation to Climate Change of Government of Germany / GIZ



2. Results Framework

The NPD includes four Outcomes, with associated Outputs as follows:

- **OUTCOME 1: IMPROVED STAKEHOLDER AWARENESS AND EFFECTIVE STAKEHOLDER ENGAGEMENT**
 - Output 1.1: Public Awareness Raised
 - Output 1.2: Consultation and Participation Plan
- **OUTCOME 2: NATIONAL REDD+ STRATEGY PREPARATION SUPPORTED**
 - Output 2.1: Strengthen legal, policy and legislative framework for REDD+
 - Output 2.2: Drivers of deforestation and forest degradation identified
 - Output 2.3: Detailed understanding on the priority drivers of deforestation and forest degradation
 - Output 2.4: REDD+ strategies to address drivers of deforestation and forest degradation
 - Output 2.5: Operationalising REDD+ implementation
 - Output 2.6: Transparent system for national level management of REDD+ finances in place
 - Output 2.7: Transparent system for local distribution of REDD+ incentives
- **OUTCOME 3: PREPARATION OF NATIONAL FOREST REFERENCE EMISSION LEVEL (REL) AND/OR FOREST REFERENCE LEVEL (RL) SUPPORTED**
 - Output 3.1: Capacities for the development of Reference Emission Level strengthened
 - Output 3.2: National circumstances and historical data considered for RELs/RLs
 - Output 3.3: RELs/RLs tested
- **OUTCOME 4: ESTABLISHMENT OF NATIONAL FOREST MONITORING SYSTEM SUPPORTED**
 - Output 4.1: Capacities to implement the GHG inventory for the forest sector strengthened
 - Output 4.2: Integrated forest information system developed

The full suite of outputs and activities to achieve REDD+ readiness are further elaborated in Table 1 together with Indicators and participating UN organization contribution.

The activities of the UN-REDD National Programme for Bangladesh will directly contribute to the UNDAF Pillars:

- **Pillar Five: Environmental Sustainability, Climate Change and Disaster Risk Reduction,**
- **Pillar Three: Governance and Human Rights, and**
- **Pillar Seven: Gender Equality and Women's Advancement**

Therefore, the Programme will support establishing policies, programmes and capacities at national, sub-national and community levels to ensure environmental sustainability, address climate change and reduce disaster risks; empower communities and strengthen institutions to support local governance,



access to justice, social integration, gender equality; and to monitor, promote and protect human rights in alignment with international treaties and obligations.

Mainstreaming Gender into the UN-REDD Bangladesh National Programme

The Constitution of Bangladesh suggests for removing inequality between 'man and woman' in accordance with Article 19(2). This provision intends to ensure 'equitable distribution of wealth among citizens' and to provide opportunities to attain a uniform level of economic development. According to Social Forestry Rules (2004), spouses have equal opportunity to be participants in social forestry programmes. There is a privilege under the Rule that destitute women will be prioritised as participants. Besides, management committees under the social forestry programme of the FD must consist of nine members, of which at least three must be women.

Most of the stakeholder groups that have an interest in the REDD+ Readiness Roadmap have the means to ensure representation during consultation processes. It is therefore important to raise awareness about the need to view women as a stakeholder group with specific interests which are often quite different to men. Gender inclusiveness in REDD+ strategies and decision-making processes is of great importance.

In the absence of effective representation through women's networks, the Bangladesh UN-REDD National Programme will develop a strategy for mainstreaming gender issues under the guidance of the Safeguards Working Group, established as a part of the Roadmap implementation arrangements. This is to ensure gender equality and women's empowerment through the implementation of its activities. The UN-REDD Bangladesh National Programme will also support the creation of mechanisms to ensure gender equality at all decision-making levels. The UN-REDD Programme Guidance Note on Gender Sensitive REDD+ will be used to guide these efforts.

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Table 1. National Programme Results Framework

UN-REDD National Programme Goal :		Support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap (i.e., R-PP) by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.			
Baseline: National REDD+ Readiness Roadmap/R-PP not under full implementation yet		Indicator: Full scale implementation of the National REDD+ Readiness Roadmap/R-PP with functioning REDD+ management processes and clear sets of strategic options for REDD+ readiness in terms of structural and technical aspects			
Means of verification: mid-term and final evaluations		Target: By 36 months, evidence of national ownership in the REDD+ processes and increased support by development partners			
National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
OUTCOME 1: Improved Stakeholder Awareness And Effective Stakeholder Engagement (Corresponds to R-PP Component 1)					
Output 1.1: Public Awareness Raised Indicative activities: 1. Review available international materials on REDD+ and translate/adapt a selection, for distribution in country 2. Develop materials specific to the Bangladesh REDD+ Roadmap 3. Develop materials for use by local government extension workers and provide training 4. Explore opportunity for NGOs as extension agents and use them for extension work 5. Create and maintain website 6. Awareness raising of forest dependent communities on REDD+ 7. Assess opportunities for radio, TV, cell-phone, billboard broadcasts dealing with forest sector issues, and implement as appropriate.		Indicators: Especially non-government Stakeholders are able to actively engage in REDD+ decision-making processes using CPP Public awareness raised and REDD+ website operational	Baseline: some preliminary efforts and interests	Targets: By 20 months, evidence of CCP implementation	Means of verification: surveys, reports, mid-term and final evaluations, etc.
		not known	by 12 months, website developed by 12 months, REDD+ related material (leaflet, booklet, poster etc.) in circulation by 36 months, stakeholder awareness raised (confirmed through survey)	Baseline and progress surveys Feedback and Reports from the extension worker REDD+ related Materials REDD+ Website of Bangladesh	UNDP

<p>Output 1.2: Consultation and Participation Plan Indicative activities:</p> <ol style="list-style-type: none"> 1. Undertake detailed stakeholder analysis 2. Awareness raising of Stakeholders on RPP and REDD+ Readiness process 3. Validate stakeholder analysis through a national-level consultation process; 4. Engage existing CSO networks to ensure that RSF information circulates among civil society; 5. Commission studies into traditional decision-making systems, and design a system of communication focusing through the traditional decision-making systems 6. Prepare draft Consultation and Participation Plan, including full details of audience, communication tools, responsible parties, targets, costs, etc.; 7. Elaborate a strategy for mainstreaming gender issues; 8. Based on feedback from communications, continuously review the REDD+ SC and TWG membership to reflect changing stakeholder views and patterns; 	<p>Consultation and participation plan formulated</p>	<p>Roadmap includes process for preparing Consultation and Participation Plan</p> <p>No existing materials on REDD+</p>	<p>by 14 months, Consultation and Participation Plan prepared.</p> <p>by 16 months, implementation of Plan has commenced.</p>	<p>Rel coi pat act wc ref</p>
<p>OUTCOME 2: NATIONAL REDD+ STRATEGY PREPARATION SUPPORTED (Corresponds to R-PP Component 2)</p> <p>Indicator(s): National REDD+ Strategy prepared with technical inputs from the UN-REDD National Programme</p> <p>Baseline: None</p> <p>Targets: By the end of NP</p>				
<p>Output 2.1: Strengthen legal, policy and legislative framework for REDD+ Indicative activities:</p> <ol style="list-style-type: none"> 1. Assess sectoral policies and laws where related to REDD+ (e.g. energy, agriculture) and provide policy recommendations, in particular with regards to harmonization; 2. Assess the institutional framework for forest management and governance (e.g. supply of forest resource, corruption risk-mapping of forest and public finance sectors, etc.). This will include an assessment of current forest management and current law enforcement; 	<p>Legal and policy gaps identified, legal, policy and legislative framework strengthened through stakeholder consultation,</p>	<p>preliminary drivers identified through stakeholder consultations</p>	<p>by 18 months, study completed on legal alignment of laws and policies.</p>	<p>M ve R m te e G C S a</p>

<p>3. Consult and validate all recommendations with all concerned stakeholders;</p> <p>Output 2.2: Drivers of deforestation and forest degradation identified</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Study on drivers deforestation and forest degradation to identify new drivers and to understand priorities 2. Initial analysis of all drivers of deforestation and forest degradation through studies in different forest areas – including quantitative assessment; 3. Initial analysis of climate change induced drivers of deforestation and degradation; 4. Consultation on the results of these assessments and selection of priority drivers to be addressed; 	<p>Drivers and causes of deforestation and forest degradation identified</p>	<p>preliminary drivers identified through stakeholder consultations</p>	<p>by 18 months, national study conducted to identify and assess drivers for deforestation and forest degradation;</p>	<p>GO</p> <p>Studies, rep and minute:</p>
<p>Output 2.3: Detailed understanding on the priority drivers of deforestation and forest degradation</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Analyse results of national/regional consultation and 2a workshops on drivers of deforestation and forest degradation; 2. Collect detailed information on priority drivers, including new ones, and undertake a detailed analysis of the drivers including detailed field level analysis; 3. Assess national forest governance systems for effectiveness against drivers of deforestation and forest degradation; 4. Identify conflicts within existing land use policies and determine needs for alignment; 	<p>Drivers of deforestation and forest degradation prioritised;</p>	<p>preliminary assessment on strategies through workshops and preliminary design activities</p>	<p>by 19 months, driver of deforestation and forest degradation prioritised;</p>	<p>GO</p> <p>Studies, mini reports, packages</p>
<p>Output 2.4</p> <p>REDD+ strategies to address drivers of deforestation and forest degradation</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Develop options for policy and law-based approaches to addressing drivers (policies); 2. Undertake analysis of governance at the district level.... 3. Develop locally-specific activity packages for addressing drivers in CHT (including conflicts 	<p>Different strategic options for addressing drivers of deforestation and forest degradation, stakeholder engagement, technical approaches at District level identified;</p>	<p>preliminary assessment on strategies through workshops and preliminary design activities</p>	<p>draft list of strategies prepared by 20 months;</p> <p>by 2 years, national study completed to identify and assess strategies;</p>	<p>GO</p> <p>Studies, mini reports, packages</p>



<p>and land ownership issues) and other regions (measures);</p> <ol style="list-style-type: none"> 4. Develop strategic options for strengthening capacity (human, financial, and infrastructure) of local Forest Department offices and staff - do the capacity building (5000 per office); 5. Undertake cost analysis and benefit analysis of options for policies and laws; activity packages and strengthening Forest Department; 6. Undertake capacity building of the local Forest Department Offices; 	<p>REDD+ Cell and All committees fully capacitated and operational</p>	<p>RSC, REDD+ Cell and TWGs working on a preliminary and temporary basis, not fully in line with guidance, and with limited operational capacity.</p>	<p>RSC, RSF, REDD+ Cell and TWGs all permanently established and functioning with full capacity and resources (after 18 months).</p>	<p>Mi me an</p>
<p>2.5: Operationalizing REDD+ Implementation Indicative activities:</p> <ol style="list-style-type: none"> 1. Build capacity and undertake training of REDD+ Cell, RSC, TWGs, etc.; 2. International support programme management arrangements; 3. Conduct Mid-term and Final Evaluations 	<p>Transparent system for REDD+ finances identified</p>	<p>Understanding is limited, no management system in place, although systems exist for other funds with other objectives</p>	<p>After two years, mechanisms for receiving international carbon credits are fully designed and being established- to international standards and in line with REDD+ guidance.</p>	<p>M m re gl</p>
<p>Output 2.6: Transparent system for national level management of REDD+ finances in place Indicative activities:</p> <ol style="list-style-type: none"> 1. Conduct study on the design of a body for management of international transactions in carbon credits; 2. Prepare options paper and recommendations for transparent and accountable management of national REDD+ revenues; 3. Analyse past 'best practice' in Bangladesh for implementing national-scale development projects; 4. Propose a National Authority for managing the receipt of international REDD+ funds in a transparent and efficient way; 	<p>Mechanism for REDD+ incentive distribution identified.</p>	<p>No management system in place for REDD+, although systems exist for other funds with other objectives.</p>	<p>After two years, mechanisms for allocating incentives or benefits designed and standardised in line with REDD+ guidance</p>	<p>A n r d g c</p>
<p>Output 2.7: Transparent system for local distribution of REDD+ incentives Indicative activities:</p> <ol style="list-style-type: none"> 1. Determine the basic needs of the positive incentive system for REDD+ at the local level; 2. Analyse existing benefit transfer systems in Bangladesh; 				

<p>3. Prepare options paper and recommendations for transparent and accountable allocation of incentives to forest users as compensation for changed forest management and GHG emissions reduction;</p> <p>4. Investigate options for lowering transaction costs for local forest managers;</p>	<p>Indicators: Number of national or sub-national REL/RLs drafted and endorsed</p>	<p>Baseline: None</p>	<p>Targets: Two</p>	<p>Means of verification: Programme reports, mid-term and final evaluations</p>
<p>OUTCOME 3: Capacities to develop and test National Forest Reference Emission Level (REL) and/or Forest Reference Level (RL) are in place (Corresponds to R-pp Component 3)</p>	<p>Output 3.1. Capacities for the development of Reference Emission Level strengthened Indicative activities: 1. Capacity need assessment; 2. Building capacities in developing RELs/RLs;</p>	<p>None</p>	<p>By 24 months, 3 institutions By 24 months, 15 individuals</p>	<p>Documents, reports and training materials</p>
<p>Output 3.2 National circumstances and historical data considered for RELs/RLs. Indicative activities: 1. Assess Bangladesh's National Circumstances; 2. Historical assessment of drivers of deforestation and forest degradation; 3. Data collection to support reference levels;</p>	<p>Number of institutions with capacities for developing REL/RLs Number of individuals with capacities for developing REL/RLs Report on national circumstances Number of adjustment factors for national circumstances Number of years for which historical data are available</p>	<p>No report No factors Some existing data/information on climate change impacts</p>	<p>By 18 months, assessment report completed By 18 months, two adjustment factors calculated By 24 months, 3 years of data regarding historical forest trends and drivers identified</p>	<p>Assessment reports, minutes of meetings, records</p>
<p>Output 3.3 RELs/RLs tested Indicative activities: 1. Combine and harmonize historical forest area changes; 2. Develop a methodology to assess past forest land area changes; 3. Testing different RELs/RLs and possibilities of sub-national RELs/RLs;</p>	<p>Number of different RELs/RLs for the forestry sector tested</p>	<p>None</p>	<p>By 36 months, two REL/RLs have been tested at pilot sites and data are available at a central database</p>	<p>Minutes, data and reports c RELs/RLs</p>
<p>OUTCOME 4: National Forest Information System can be used to Develop a National Greenhouse Gas Inventory for the Forest Sector (Corresponds to R-pp Component 4)</p>	<p>Indicator: GHG-I report for the forest sector</p>	<p>Baseline: None</p>	<p>Targets: One GHG I report</p>	<p>Means of verification: mid-term and final evaluation</p>





<p>Output 4.1: Capacities to implement the GHG inventory for the forest sector strengthened Indicative activities:</p> <ol style="list-style-type: none"> 1. Review and updating of MRV Action Plan; 2. Organization of regular MRV meetings; 3. Support to institutional Arrangements for GHG National Inventory System for the LULUCF sector; 4. Technical capacity building for the GHG inventory for the LULUCF sector 	<p>Number of trained personnel in GHG inventory; Institutional Arrangements for GHG National Inventory system established in FD; Facilities for GHG inventory developed.</p>	<p>None No institutional arrangements for GHG-I for the forestry sector Limited facilities for national GHG-I</p>	<p>By 36 months, 15 government personnel trained in GHG-I By 24 months, institutional arrangement for GHG-I established By 36 months, institutional capacity for GHG-I developed</p>	GO
<p>Output 4.2: Integrated forest information system developed Indicative activities:</p> <ol style="list-style-type: none"> 1. Support integration of sub-national activities into the national system; 2. Support to logistics, equipment and software needs for the information system 3. Documentation of methods and data collection for forest monitoring 4. Information system supported by adequate data management system and calculation process 5. Establishment of the Forest Management Information System 	<p>Central forest information system database in RIMS Unit, Number of government institutions linked by Data sharing agreements , Forest management and monitoring system and guidelines developed</p>	<p>Inadequate forest information system None Limited monitoring system or guidelines</p>	<p>By 24 months, one online forest information system database developed and hosted at RIMS unit By 12 months, data sharing agreement signed between four institutions By 36 months, national forest management information system operational, with guidelines for data collection,</p>	Ref mii miz op da

Table 2: Resource allocation and indicative time frame

National Programme outcomes and related RPP	National Programme outputs and activities	Resource allocation and indicative time frame		
		Y1	Y2	Y3 Total
<p>OUTCOME 1: Improved Stakeholder Awareness And Effective Stakeholder Engagement (Corresponds to RPP Component I)</p>	<p>Output 1.1: Public Awareness Raised</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Review available international materials on REDD+ and translate/adapt a selection, for distribution in country 2. Develop materials specific to the Bangladesh REDD+ Roadmap 3. Develop materials for use by local government extension workers and provide training 4. Explore opportunity for NGOs as extension agents and use them for extension work 5. Create and maintain website 6. Awareness raising of forest dependent communities on REDD+ 7. Assess opportunities for radio, TV, cell-phone, billboard broadcasts dealing with forest sector issues, and implement as appropriate. 	<p>UNDP</p> <p>60,000</p>	<p>50,500</p>	<p>45,500</p> <p>157,000</p>

¹ If the National Programme outcomes correspond to more than one RPP component, please adjust table accordingly in column one merging the cell to the corresponding outcomes.

National Programme outcomes and related RPP	National Programme outcomes, outputs and activities	Participating UN organization	Resource allocation and indicative time frame			
			Y1	Y2	Y3 Total	
OUTCOME 2: NATIONAL REDD+ STRATEGY PREPARATION SUPPORTED (Corresponds to RPP Component 2)	Output 1.2: Consultation and Participation Plan Indicative activities: <ol style="list-style-type: none"> Undertake detailed stakeholder analysis Awareness raising of Stakeholders on RPP and REDD+ Readiness process Validate stakeholder analysis through a national-level consultation process; Engage existing CSO networks to ensure that RSF information circulates among civil society; Commission studies into traditional decision-making systems, and design a system of communication focusing through the traditional decision-making systems Prepare draft Consultation and Participation Plan, including full details of audience, communication tools, responsible parties, targets, costs, etc.; Elaborate a strategy for mainstreaming gender issues; Based on feedback from communications, continuously review the REDD+ SC and TWG membership to reflect changing stakeholder views and patterns; 	UNDP	70,500	50,000	22,500	143,000
	Output 2.1: Strengthen legal, policy and legislative framework for REDD+ Indicative activities: <ol style="list-style-type: none"> Assess sectoral policies and laws where related to REDD+ (e.g. energy, agriculture) and provide policy recommendations, in particular with regards to harmonization; Assess the institutional framework for forest management and governance (e.g. supply of forest resource, corruption risk-mapping of forest and public finance sectors, etc.). This will include an assessment of current forest management and current law enforcement; Consult and validate all recommendations with all concerned stakeholders; 	UNDP	50,000	-	-	50,000
	Output 2.2: Drivers of deforestation and forest degradation identified Indicative activities: <ol style="list-style-type: none"> Study on drivers deforestation and forest degradation to identify new drivers and to understand priorities Initial analysis of all drivers of deforestation and forest degradation through studies in different forest areas -- including quantitative assessment; Initial analysis of climate change induced drivers of deforestation and degradation; Consultation on the results of these assessments and selection of priority drivers to be addressed; 	UNDP	45,000	30,000	-	75,000

National Programme outcomes established	National Programme outcomes, outputs and activities	Participating UN organization	Resource allocation and indicative time frame			
			Y1	Y2	Y3 Total	
	<p>Output 2.3: Detailed understanding on the priority drivers of deforestation and forest degradation</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Analyse results of national/regional consultation and workshops on drivers of deforestation and forest degradation; 2. Collect detailed information on priority drivers, including new ones, and undertake a detailed analysis of the drivers including detailed field level analysis; 3. Assess national forest governance systems for effectiveness against drivers of deforestation and forest degradation; 4. Identify conflicts within existing land use policies and determine needs for alignment; 	UNDP	50,000	40,000	-	90,000
	<p>Output 2.4: REDD+ strategies to address drivers of deforestation and forest degradation</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Develop options for policy and law-based approaches to addressing drivers (policies); 2. Undertake analysis of governance at the district level.... 3. Develop locally-specific activity packages for addressing drivers in CHT (including conflicts and land ownership issues) and other regions (measures); 4. Develop strategic options for strengthening capacity (human, financial, and infrastructure) of local Forest Department offices and staff - do the capacity building (5000 per office); 5. Undertake cost analysis and benefit analysis of: options for policies and laws; activity packages and strengthening Forest Department; 6. Undertake capacity building of the local Forest Department Offices; 	UNDP	-	90,000	-	90,000
	<p>2.5: Operationalizing REDD+ Implementation</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Build capacity and undertake training of REDD+ Cell, RSC, TWGs, etc.; 2. International support programme management arrangements; 3. Conduct Mid-Term and Final Evaluations 	UNDP	150,000	135,000	140,000	425,000



National Programme outcomes and related TPP	National Programme outcomes, outputs and activities	Participating UN organization	Resource allocation and indicative time frame			
			M	V	Y	Total
	Output 2.6: Transparent system for national level management of REDD+ finances in place Indicative activities: <ol style="list-style-type: none"> 1. Conduct study on the design of a body for management of international transactions in carbon credits; 2. Prepare options paper and recommendations for transparent and accountable management of national REDD+ revenues; 3. Analyse past 'best practice' in Bangladesh for implementing national-scale development projects; 4. Propose a National Authority for managing the receipt of international REDD+ funds in a transparent and efficient way; 	UNDP	-	50,000	5,000	55,000
	Output 2.7: Transparent system for local distribution of REDD+ incentives Indicative activities: <ol style="list-style-type: none"> 1. Determine the basic needs of the positive incentive system for REDD+ at the local level; 2. Analyse existing benefit transfer systems in Bangladesh; 3. Prepare options paper and recommendations for transparent and accountable allocation of incentives to forest users as compensation for changed forest management and GHG emissions reduction; 4. Investigate options for lowering transaction costs for local forest managers; 	UNDP	-	40,000	25,000	65,000
OUTCOME 3: Preparation of National Forest Reference Emission Level (REL) and/or a Forest Reference level (RL) (Corresponds to R-PP Component 3)	Output 3.1. Capacities for the development of Reference Emission Level strengthened Indicative activities: <ol style="list-style-type: none"> 1. Capacity need assessment; 2. Building capacities in developing RELs/RLs; 	FAO	140,000	75,000	-	215,000
	Output 3.2 National circumstances and historical data considered for RELs/RLs. Indicative activities: <ol style="list-style-type: none"> 1. Assess Bangladesh's National Circumstances; 2. Historical assessment of drivers of deforestation and forest degradation; 3. Data collection to support reference levels; 	FAO	50,000	70,000	-	130,000
	Output 3.3 RELs/RLs tested Indicative activities: <ol style="list-style-type: none"> 1. Combine and harmonize historical forest area changes; 2. Develop a methodology to assess past forest land area changes; 3. Testing different RELs/RLs and possibilities of sub-national RELs/RLs; 	FAO	30,000	125,000	40,000	195,000

National Programme outcomes and related PPP	National Programme outcomes, outputs and activities	Participating UN organization	Resource allocation and indicative time frame			
			Y1	Y2	Y3	Total
OUTCOME 4: Establishment of National Forest Monitoring System Supported (Corresponds to R-PP-Component 4.)	Output 4.1: Capacities to implement the GHG inventory for the forest sector strengthened Indicative activities: 1. Review and updating of MRV Action Plan; 2. Organization of regular MRV meetings; 3. Support to Institutional Arrangements for GHG National Inventory System for the LULUCF sector; 4. Technical capacity building for the GHG inventory for the LULUCF sector	FAO	80,000	103,500	83,500	267,000
	Output 4.2: Integrated forest information system developed Indicative activities: 1. Support integration of sub-national activities into the national system; 2. Support to logistics, equipment and software needs for the information system 3. Documentation of methods and data collection for forest monitoring; 4. Information system supported by adequate data management system and calculation process 5. Establishment of the Forest Management Information System	FAO	20,000	88,000	85,000	193,000
Sub-total:			255,500	947,000	447,500	2,150,000
Indirect Support Cost (7%)			52,885	66,290	31,325	150,500
Overall Total:			808,385	1,013,290	478,825	2,300,500

Table 3: Pass-Through Allocations

Pass-Through Allocations		Y1	Y2	Y3	Total
FAO	Programme Cost	330,000	461,500	208,500	1,000,000
	Indirect Support Cost	23,100	32,305	14,595	70,000
UNDP	Programme Cost	425,500	485,500	239,000	1,150,000
	Indirect Support Cost	29,785	33,985	16,730	80,500
Overall Total:	Programme Cost	755,500	947,000	447,500	2,150,000
	Indirect Support Cost	52,885	66,290	31,325	150,500

3. Management and Coordination Arrangements

Overview of the overall UN-REDD Programme structure

Policy Board

The UN-REDD Policy Board provides overall leadership and sets the strategic direction of the UN-REDD Programme. It decides on Programme financial allocations, in line with the budget parameters set out in the UN-REDD Framework Document, and develops monitoring mechanisms, with a view to ensuring Fund-wide success. The UN-REDD Policy Board will ensure coordination with REDD actors at a global scale, such as the World Bank's FCPF participants' committee. The Terms of Reference and Rules of Procedure for the UN-REDD Policy Board will be made available on the UN-REDD Programme website www.un-redd.org. See also the UN-REDD Workspace for eligible users www.unredd.net

Secretariat

The UN-REDD Secretariat serves the Policy Board, using the capacities of the participating UN organizations, research institutions and recognized experts. It ensures policies and strategies decided by the Policy Board are implemented and adhered to. The Secretariat will manage the national Programme review process. It will also manage the UN-REDD's overall monitoring and evaluation function which includes *inter alia* monitoring allocations to and delivery by the country National Programmes, and tracking Programme-wide progress and ensuring that monitoring mechanisms are applied.

The Secretariat's main roles can be summarised as follows:

- Policy Board support
- Partner and external relations
- Quality assurance and oversight of National Programmes
- Quality assurance and oversight of the International Support Functions described in the Global Programme-Support to National REDD+ Action (hereafter referred to as the "Global National Programme")
- Monitoring and knowledge management

Participating UN Organizations' Coordination Group

The Participating UN Organizations' Coordination Group consists of representatives of the three UN agencies: FAO, UNDP, and UNEP. The Coordination Group will have the main function in ensuring active, participatory and well-coordinated engagement by the agencies to implement the goals and objectives of the overall UN-REDD Programme, as well as to provide oversight of the Secretariat consistent with the strategic directions and decisions provided by the Policy Board.

Administrative Agent

The UNDP Multi-Partner Trust Fund Office (MPTF Office) is the Administrative Agent of the UN-REDD Fund. The MPTF Office administers funds based on decisions of the Policy Board and serves as the administrative interface with donors. UNDP's accountability as the Administrative Agent is set out in the policy "UNDP's Accountability when acting as Administrative Agent in MPTF and/or UN National Programmes using the pass-through fund management modality".

The MPTF Office as AA is responsible for:

- (a) Receive contributions from donors that wish to provide financial support to the Fund;

- (b) Administer such funds received, in accordance with this Memorandum of Understanding including the provisions relating to winding up the Fund Account and related matters;
- (c) Subject to availability of funds, disburse such funds to each of the Participating UN Organizations in accordance with instructions from the Policy Board, taking into account the budget set out in the approved programmatic document, as amended in writing from time to time by the Policy Board;
- (d) Consolidate statements and reports, based on submissions provided to the Administrative Agent by each Participating UN Organization, as set forth in the TOR, and provide these to each donor that has contributed to the Fund Account and to the Policy Board;
- (e) Provide final reporting, including notification that the Fund has been fully expended or has been wound up in accordance with the Fund TOR; and
- (f) Disburse funds to any Participating UN Organization for any additional costs of the task that the Steering Committee may decide to allocate (as referred to in Section I, Paragraph 3) in accordance with TOR.

Overview of expected management arrangements at the national level

UN Resident Coordinator

The NP will be supported by UN Resident Coordinator in her/his strategic leadership of the UN Country Team and relationships with national authorities. The UN Resident Coordinator will provide ongoing oversight to the NP, ensuring the participating UN organizations are meeting their obligations. The Resident Coordinator is entrusted with supporting the overall programme design under the government's leadership, ongoing programmatic oversight of the NP activities and UN coordination with the National REDD Office where such exist. The Resident Coordinator also facilitates ongoing monitoring and evaluation of the NP activities in conformity with UN standards any guidance provided by the UN-REDD Secretariat or Policy Board. On receipt of consolidated country level reports, the Resident Coordinator will provide an overall assessment of the NP's progress and results. Resident Coordinator is encouraged to keep Country Team members fully-informed on UN-REDD activities. The UN-REDD Programme also looks to Resident Coordinator to reach out to NGOs, CSOs, national governments and non-resident UN agencies, where appropriate.

National Implementing Partner

The key agencies identified for implementing the UN-REDD National Programme are under the Ministry of Environment and Forests (MoEF). The Forest Department (FD) of the MoEF is the lead implementing Partner, as the agency responsible for management of forested lands. The UN-REDD National Programme will be headed by a National Programme Director (NPD), based within the REDD Cell at the FD.

Programme Executive Board /National Steering Committee

A Programme Executive Board (PEB) will be formed to appraise and approve the Programme's key documents, including annual and quarterly plans, budgets and semi-annual and annual reports, to ensure the delivery of the intended results and address critical issues and risks that cannot be addressed by the Implementing Partner alone. It will be chaired by the Secretary of the MoEF and co-chaired by the UN Resident Coordinator (UNRC). PEB members will include representatives of relevant Ministries and Departments, and representatives of CSOs and Indigenous Peoples'. The National Programme Director of the UN-REDD National Programme will act as the Secretary of the PEB.



In July 2011, the Government of Bangladesh established a National REDD+ Steering Committee (RSC) with a mandate to provide overall guidance and direction to the National REDD+ Readiness Process, including on matters related to cross-sectoral and inter-agency coordination and collaboration. The RSC, therefore, has the responsibility for the overall coordination and collaboration between all REDD+ relevant initiatives, supported by various development partners and national institutions, including the UN-REDD Programme in order for Bangladesh to attain REDD+ Readiness in a cost-effective and coherent manner. The UN-REDD National Programme PEB will therefore seek guidance and direction from the RSC.

Programme Management Unit

The UN-REDD Bangladesh National Programme will be headed by a National Programme Director (NPD), based within the REDD+ Cell at the FD. Under the overall direction of the NPD, a Programme Management Unit (PMU) will be established under the REDD+ cell to ensure day-to-day management of the UN-REDD Programme. This arrangement will facilitate the capacity transfer between the PMU and the REDD Cell. Furthermore, the PMU will be responsible for the development and implementation of work plans and budgets (in close collaboration with FAO and UNDP) and the organization of PEB meetings. The PMU will also be responsible for maintaining transparent, up-to-date and accessible records of the Programme. Key staff members of the PMU will include a Programme Manager (ToR available in Annex 3), Technical Advisors, Communications Officer, Administration and Finance Officers and a Secretary. The lead UN Agency in the Bangladesh UN-REDD National Programme will be UNDP. As the lead agency, UNDP will support the establishment and operation of the PMU.

GoB Contribution (in kind):

Programme Management Unit will be within the REDD+ Cell at Forest Department of Ministry of Environment and Forests. FD supported necessary arrangements for Office Spaces and utilities (telephone, fax, water, electricity etc.) for the whole Project period. Also, FD supported salaries of Forest Department Government officials. All FD contribution will be treated as In Kind Contribution of GoB.

Participation of Civil Society and Indigenous Peoples

Current UN-REDD Guidelines regarding participation of civil society and Indigenous Peoples will be applied during the implementation of the National Programme. These include the Operational Guidance on engagement of Indigenous Peoples and other forest dependent communities, and the UN-REDD Programme Guidelines on Free, Prior and Informed Consent (FPIC).

Coordination with other REDD+ initiatives

During the preparation of the REDD+ Readiness Roadmap, various government agencies and development partners were engaged, and many have indicated their interests in contributing to the implementation of the Roadmap. Such support will mainly come from the following initiatives:

- USAID-supported project for capacity development of the Ministry of Environment and Forests
- USAID-supported Climate-Resilient Ecosystems and Livelihoods (CREL) project
- UNDP Chittagong Hill Tracts Development Facility (CHTDF) project
- EU's Sundarbans Environmental Livelihoods Security (SEALS) Project
- World Bank's Strengthening Regional Cooperation for Wildlife Protection Project
- Bangladesh Climate Change Resilience Fund (BCCRF)'s Climate Resilient Participatory Afforestation and Reforestation (CRPAR) Project
- Sustainable Development and Biodiversity Conservation in Coastal Protection Forest of Government of Germany / GIZ



- Management of Sundarbans for Biodiversity Conservation and Increased Adaptation to Climate Change of Government of Germany / GIZ
- UNDP's National Adaptation Plan (NAP) project

In particular, the UN-REDD Bangladesh National Programme will work closely with the USAID financed support in developing a National Forest Inventory and a Satellite Forest Monitoring System under Component 4 of the Roadmap, and with the UNDP Chittagong Hill Tracts Development Facility (CHTDF) to jointly deliver relevant activities related to awareness, stakeholder consultation and engagement and systems for transparent and equitable benefit sharing. Specific coordination and collaboration arrangements are currently being negotiated, and overall processes of coordination and alignment for the implementation of the Roadmap will be managed by the RSC. The UN-REDD programme will also built on the achievements of the above mentioned projects and will ensure duplications being avoided. Also, all possible avenues will be explored during the implementation phase to ensure that the UN-REDD programme interventions complement any existing effort of the on-going and past initiatives.

Use of the UN-REDD Programme logo

When developing communications products to support UN-REDD NP activities, the current logo available on the workspace and via the UN-REDD Secretariat, should always be used.

When resizing the logo, the relative proportions/dimensions and colours of the logo should not be altered. To accommodate certain layouts (i.e. cover designs), it is permitted to separate the UN-REDD Programme logo from the three agency logos on a given page. The UN-REDD Programme logo should only appear on materials that have been produced with funding from the UN-REDD Programme. Prior to launching materials that bear the UN-REDD Programme logo, review should be solicited from UN-REDD Programme staff, ideally from each of the three Participating UN Organizations. UN-REDD Programme staff should, in turn, ensure that the appropriate people internally have a chance to approve the use of the logo on the material.

4. Fund Management Arrangements

MPTF Office as the Administrative Agent. The Administrative Agent will ensure consistency of the approved Joint Programme with the applicable provisions of the Standard Administrative Arrangements (SAA) entered between donors and the Administrative Agent, and the MOU between the Participating UN Organizations and the Administrative Agent. In line with the principles under the UN-REDD Programme, the three participating UN Organizations will make every effort to harmonized procedures for coordinated and consistent delivery of the National Programme. UNDP is the lead agency for the implementation of the programme.

Cash Transfer

Based on the principles applied to all UN-REDD National Programmes (see Annex 5), the three Participating UN Organizations will channel funds through a common cash transfer modality, based on the Harmonized Approach to Cash Transfer (HACT) process, and coordinate the timing of cash transfers to the single national counterpart.

Under the Harmonized Cash Transfer system (HACT) introduced by the UN EXCOM Agencies (UNDP, UNICEF, WFP and UNFPA) to reduce transaction costs on Implementing Partners, four modalities of payments are foreseen for nationally implemented projects/programmes. They include: 1) Prior to the start of activities against agreed work plan cash transferred (direct cash transfer) to the Treasury, Ministry of Finance and Planning, for forwarding to the Implementing Partner; 2) Reimbursements after completion of eligible activities by the Implementing Partner; 3) Direct payment to vendors or third parties for obligations incurred by the Implementing Partners on the basis of

requests signed by the designated official of the Implementing Partner; and 4) Direct payments to vendors or third parties for obligations incurred by UN agencies in support of activities agreed with Implementing Partners.

In March 2009, a risk assessment was performed on the MoEF. The assessment results suggest that the Ministry is equipped with suitable qualified personnel who have sufficient experience to handle its operations effectively and efficiently. Additionally, staff members are well aware of the requirement of finance and administrative regulations and hence day-to-day operations are handled accordingly without major deviations. Therefore on the assessed end result of the financial management capacity, it has been given an overall risk rating as moderate. For more details, please refer to Annex 2 – HACT Micro Assessment Report on the Ministry of Environment and Forests, Bangladesh. On the basis of this assessment outcome, the first modality of payments described above will be used.

In order to receive the funds advanced by the Participating UN Organizations, the Implementing Partner/programme must either: a) Open a bank account, under the name of the programme, to be used only for receiving the Participating UN Organizations advances through the Treasury and to make payments related to the programme; or b) In agreement with participating UN organizations, identify an existing bank account under the IP's name, that would be used solely for the purposes of receiving advances from the Participating UN Organizations through the Treasury to the programme and making payments with these advances. Under no circumstances will the Direct Cash Transfer Modality be used to advance funds to any individual inside or any entity or individual outside of the Implementing Partner or to any account other than the identified official programme bank account.

It will be the responsibility of the PMU Manager to liaise with the Participating UN Organizations to prepare a consolidated Fund Authorisation and Certification of Expenditure [FACE] form, in the required format, and provide it to the Participating UN Organizations at regular and necessary intervals.

All procurements and disbursements by the Participating UN Organizations are approved by the NPD, thereby assuring coordination and ensuring national accountability. In outline, the Participating UN Organizations' rules and procedures are as follows:

FAO

For those Outputs indicated in the Results Framework, FAO receives funds and delivers services to different National Implementing Partners (NIP), in line with FAO standard procedures that are applied for Bangladesh. These procedures involve either: (i) international procurement, (ii) national procurement, or (iii) Letter of Agreement (LoA) with a national agency, with scheduled payments based on agreed work plans. Provided that basic conditions can be met, FAO will consider using HACT for Non-Commercial activities (i.e. those that do not involve procurement or contracting). In such cases, FAO will apply the outcome of the HACT micro-assessment for the NIP. A Letter of Understanding (LoU) will be signed between FAO and the NIP based on the outcome of the micro-assessment.

UNDP

For those Outputs indicated in the Results Framework, UNDP receives funds and based on the approved annual work plan provides the required financial resources to the Implementing Partners, under the NIM modality, to carry out programme activities during the annual cycle. UNDP uses the Harmonized Approach to Cash Transfer (HACT), under which the Implementing Partner (IP) will be accountable for: managing UNDP resources to achieve the expected results specified in the programme document, in accordance with the principles of the Financial Regulations and Rules of UNDP; maintaining up-to-date accounting system to ensure accuracy and reliability of financial reporting; and sending expenditure reports on a quarterly based (or more frequently as appropriate) to UNDP. For those activities and outputs for which the Government of Bangladesh requests UNDP to take responsibility, the Government of Bangladesh and UNDP will sign a Letter of Agreement for the Provision of Support Services under NIM.

Direct and Support Costs

Any direct technical assistance provided by a Participating UN Organization must be approved by the PEB on an annual basis and by the National Programme Director on a quarterly basis.

Directly implemented technical assistance shall be provided through the National Programme, while direct support costs the Participating UN Organizations should be charged to the Support to National REDD+ Action - Global Programme. Where UN agency direct support costs are charged to a NP budget, they should be agreed (in writing) in advance with the national counterpart. For more information, please refer to Annex 5 – Principles to be applied for National Programmes and the UN-REDD Programme Handbook for National Programmes and other National-Level Activities.

Procurement

Annual and quarterly work plans will identify responsible partners for procurements. As a general rule, under the programme's national implementation arrangement (NIM), the Government guidelines will be applied for competitive procurement of goods and services, such as advertising, tender bidding, evaluation and approval; they will also be in line with international standards for all programme-related activities. Procurement of items will be done by Implementing Partner using its own procedures and systems.

In exceptional cases, based on a specific request of the Implementing Partner, the Participating UN Organizations in line with their procurement policy may provide procurement and recruitment services to the Implementing Partner including:

- a) Identification and recruitment of programme personnel
- b) Identification and facilitation of training activities
- c) Procurement of goods and services

It will be the responsibility of the beneficiary line ministry or government institution to ensure the settlement of all duties/taxes/levies/VAT on imported goods and services at the point of clearing from Bangladesh Customs as well as all VAT and other statutory levies applicable and payable on local procurement of goods and services. The Implementing Partner bears no responsibility whatsoever in the settlement of Government of Bangladesh duties/taxes/levies/VAT on all imported and local procurement of goods and services.

The Implementing Partner will be audited periodically as per the annual audit plan prepared by the government coordinating /levies/VAT on all imported and local procurement of goods and services.

The Implementing authority in consultation with the UNDP Bangladesh. The Ministry of Environment and Forests will be responsible for ensuring that all audit requirements are met.

5. Monitoring, Evaluation and Reporting

Reporting and monitoring provide opportunities at regular predetermined points to validate the logic of the R-PP implementation, and to make adjustments as needed. Information from systematic monitoring needs to be used to encourage improvements or reinforce plans, as well as provide critical input to evaluation. It is difficult to evaluate a process that is not well designed and that does not systematically monitor its progress.

The relevant impact, outcomes and outputs delivered will be reported on and monitored during the implementation the National UN-REDD Programme. As necessary parameters for monitoring and evaluation such as baselines, indicators, targets and means of verifications are already provided in Table 1: National Programme Results Framework, this section will only focus on how monitoring and evaluation activities will be carried out during the implementation of the National UN-REDD Programme in Bangladesh.

Monitoring and Evaluation Schedule and Resources

In order to ensure adaptive management of the process, the implementation of the National UN-REDD Programme will be monitored and evaluated periodically through internal reviews (i.e., quarter, semi-annual, annual progress reporting). There will be a mid-term evaluation (US\$ 10,000 allocated under Output 2.5) and a final evaluation² (US\$ 40,000 allocated under Output 2.5) carried out by an independent reviewer at the end of the implementation to assess achievements and lessons and to make recommendations for remedial action and future consideration. In general, the monitoring activities will be carried out by the PMU in coordination with the FD, other partners and the Participating UN Organizations, while the indirect cost will ensure quality assurance and oversight by the Participating UN Organizations.

Annual/Regular Reviews

The Participating UN Organizations are required to provide narrative reports on results achieved, lessons learned and the contributions made to the National Programme. The information shall be consolidated by the Programme Manager into a narrative report every six months and submitted to the PEB. The reports will then be forwarded by the UN Resident Coordinator to the UN-REDD Secretariat. The UN-REDD Secretariat shall provide the Policy Board updates on the implementation progress of the National Programme every six months, based on information received from the UN Resident Coordinator. The UN Resident Coordinator will assist in ensuring the participating UN Organizations at the country level provide the necessary information. The UN-REDD Coordination Group shall also follow-up with the relevant officers and representatives of the participating UN Organizations to ensure the delivery of the report.

The Administrative Agent will provide regular updates on the financial status of the MPTF to the Policy Board, for review and action as appropriate. The Administrative Agent and Participating UN Organizations will be audited in accordance with their own Financial Regulations and Rules.

In accordance with the UN-REDD Memorandum of Understanding (MoU), the participating UN Organizations in receipt of UN-REDD resources will be required to provide the Administrative Agent with the following statements and reports for each National Programme:

- National Programme Annual Narrative and Financial Report for each 12 months period ending 31 December each year (1 January - 31 December), as per the deadline agreed between the three Participating UN Organizations and the MPTF Office (See the National Programme annual reporting template);
- National Programme Semi-Annual Narrative and Financial Reports for the six months period ending 30 June each year (1 January - 30 June), as per the deadline agreed between the three Participating UN Organizations and the MPTF Office (See the National Programme semi-annual reporting template);
- A Final National Programme Narrative and Financial Report, after the completion of all National Programme activities financed from the UN-REDD Programme MPTF, as per the deadline agreed between the three Participating UN Organizations and the MPTF Office. These financial statements are provided to the MPTF Office from the Headquarters of the Participating UN Organizations (See the National Programme final reporting template);
- A Final Certified National Programme Financial Statement, to be provided no later than 30 June of the year following the financial closing of Programme activities.

² The provision for the evaluation of the UN Joint Programme (UNJP) may be budgeted under the components of any of the participating agencies. A joint evaluation, wherein the evaluation units of all concerned agencies participate in the Evaluation Management Group, is the preferred option.

The Administrative Agent shall prepare consolidated narrative progress and financial reports consisting of the reports referred to above submitted by each Participating UN Organization, and shall provide those consolidated reports to the UN-REDD Policy Board through the Secretariat. Subsequently, in accordance with the MoU and the Standard Administrative Agreement, the Administrative Agent will submit consolidated narrative and financial reports to all UN-REDD Programme donors. Agreed standard UNDG financial and progress reporting formats will be utilised. The Administrative Agent will also submit to donors a certified annual financial statement (Source and Use of Funds).

Upon closure, all National Programmes are required to undertake a final evaluation. The evaluation is undertaken to assess the programme performance, and determine outcomes and impacts stemming from the programme, including their sustainability. The evaluation has two primary objectives: (i) to provide evidence of results to meet accountability requirements, and (ii) to promote learning, feedback and knowledge sharing through results and lessons learned among the participating UN Organizations and other partners. Information given to the press, to the beneficiaries of the UN-REDD Programme, all related publicity material, official notices, reports and publications, shall acknowledge the role of the UN-REDD donors, the UN Agencies, and any other relevant parties.

Whenever possible and to the extent that it does not jeopardize the privileges and immunities of UN Participating Organizations, and the safety and security of their staff, UN Participating Organizations will promote donor visibility on information, programme materials and at programme sites, in accordance with their respective regulations, rules, policies and procedures.

Evaluation

All programmes supported by the UN-REDD Programme MPTF will undertake a (mid-term and) final evaluations which will assess the relevance and effectiveness of the intervention, and measure the development impact of the results achieved, on the basis of the initial analysis and indicators described at the time of programme formulation. The mid-term evaluation will be an internal exercise to review the effectiveness of programme management and substantive progress, and to take stock of any lessons to ensure adaptive management of the Bangladesh UN-REDD National Programme. The UN-REDD Programme Secretariat is responsible for preparing Terms of Reference for the National Programme final evaluations, ensuring its compliance with the MoU and the policies and procedures of each of the implementing UN Agencies. The budget for final evaluations should be included in the National Programme budget. The overall UN-REDD Programme will be externally evaluated every two to three years.

Reporting

All reports are to be submitted to the UN-REDD Secretariat (un-redd@un-redd.org) by the communicated deadline. These reports serve all UN-REDD Programme reporting needs, including those of the UN-REDD Programme's Administrative Agent, the MPTF Office. The MPTF Office submits the consolidated reports, to the UN-REDD Policy Board and the donors of the UN-REDD MPTF account.

In preparing the NP reports, the responsibilities are as follows:

- *Participating UN Organizations* prepare and sign-off the reports, determining its own internal process as appropriate and nominate one or more reporting focal points per country. The focal points will report on activities managed at regional/headquarter level, request inputs from National Programme Manager, and sign-off the narrative reports before sending it to the UN-REDD Secretariat.
- *The National Programme Manager* should complete the narrative reports, including the financial information, of the National Programme and request comments and clearance of the report from the Government Counterpart; and return the report to the focal points.

- The Government Counterpart shall provide additional and complimentary information, as well as sign the report.
- The UN Resident Coordinator shall support coordination of the participating UN organizations at the country level to ensure that the necessary information is provided.

6. Risk Management

The matrix below assesses each risk and provides indicative mitigation measures to be taken during the implementation of the UN-REDD Bangladesh National Programme. These risks will be closely monitored and updated throughout the programme implementation.

Risk Category	Description of Risk	Assessment of Risk (high, medium, or low)	Mitigation Measure
Political	Lack of political will in support of REDD+ Readiness, supporting policies and institutional reforms	Medium	<p>Advocacy programme targeting policy makers and key decision makers would have a positive impact creating and maintaining the political will necessary for a successful programme implementation. REDD+ will be aligned with and discussed in the context of climate change adaptation</p> <p>Awareness programmes for national, division and district-level politicians.</p>
Organizational	Lack of coordination among the government institutions to work Jointly and support joint actions (MRV, forest definition, law enforcement, etc.)	Medium	The Programme will work closely with the RSC to ensure coordination and collaboration among relevant government institutions to discuss and clarify issues and jointly implement actions. When and where higher level of political engagement is required to address matters, both the RSC and UNRC will be engaged to reach out to appropriate individuals and bodies.
	Lack of willingness to share and harmonize data across the government institutions.	Medium	Representatives of all relevant institutions will be members of the National REDD+ Steering Committee (RSC). In addition, FAO is currently supporting the MoEF to develop data sharing agreements with other relevant government institutions, which will be implemented throughout the Programme and in the future.
Operational	Ineffective national REDD+ coordination mechanism	Low	The National RSC was established in 2011 and its effective operation will mitigate this risk. The RSC's coordination and decision-making process will ensure adequate coordination and consensus between all the stakeholder institutions. It should be noted that over-reliance on the RSC for implementation progress can also be a risk.



			Therefore, the National Programme will closely monitor and address issues and risks as they arise and play a strong facilitation role to ensure progress.
	Limited information dissemination and access by remote areas	Medium	Consultation and Participation Plan would focus on stakeholders in remote areas.
	Legal barriers to benefit sharing options	Medium	Options for equitable and transparent benefit sharing will be identified. A Technical Working Group on financial issues under REDD+ will be established to provide a comprehensive understanding of the financial flows and develop options for financial management and benefit distribution.
	Weak mechanism to allow effective participation of all relevant stakeholders.	Low	With targeted awareness among stakeholders, effective platforms to ensure stakeholder participation will be developed. The proposed 'REDD+ readiness' phase is used to analyse existing barriers and develop effective mechanisms.
Regulatory	Lack of stakeholder interests and support on key guidance materials (safeguards, etc.)	Medium	Detailed analysis to develop a clear understanding of potential impacts and different stakeholder interests together with awareness-raising and consultation will ensure effective participation and support of stakeholders.
Strategic	Lack of coordination among different stakeholder groups	Medium	Consultation and Participation Plan will improve information access and dissemination plus extensive coordination extending from national to community level.

7. Legal Context or Basis of Relationship

The Participating UN Organizations (FAO, UNDP and UNEP) have signed a Memorandum of Understanding (MOU) to implement the UN-REDD Collaborative Programme, which came into effect on 20th June 2008. The current Programme strategy runs between 2011 and 2015.

This National Programme document is consistent with the cooperation/assistance agreements signed by the lead UN agencies involved in this programme with the Government of Bangladesh. For the UNDP, this document is pursuant to the Country Programme Action Plan and the Standard Basic Assistance Agreement (SBAA) it signed with the Government of Bangladesh. All provisions in the SBAA therefore apply to this document. Consistent with Article III of the SBAA, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of the UN Agencies' property in the Implementing Partner's custody, rests with the implementing partner.

The implementing partner shall:

- put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the programme is being carried; and

- assume all risks and liabilities related to the Implementing Partner's security, and the full implementation of the security plan.

The UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

On the part of the FAO, this document is consistent with the basic agreement with Government of Bangladesh as indicated in the exchange of letters between the Government of Bangladesh and FAO in 1977, which led to the establishment of the FAO country office in Dhaka.

The FAO Representative shall represent the Organization in Bangladesh, and shall be responsible within the limits of the authority delegated to him/her, for all aspects of the Organization's activities in the country. In the effective performance of his/her functions, the FAO Representative shall have access to appropriate policy and planning levels of Government in the agriculture, fishery and forestry sectors of the economy, as well as, to central planning authorities. He/she shall maintain close liaison with the Government's coordinating agency for external assistance and thereby serve to keep all the appropriate Government agencies fully informed on all aspects of the policies and procedures of FAO's programme in Bangladesh. In addition, in order to facilitate the implementation of the Programme by FAO, the Government of Bangladesh agrees to the supplementary arrangements contained in Annex 6 to this document in connection with FAO's activities under the Programme.

For UNEP, in line with its position as a non-resident agency with a global mandate for technical cooperation and capacity building, the signed National Programme document shall be the legal basis of UNEP's relation with the Government of Bangladesh within the context of this programme. UNEP is not directly responsible for the delivery of any particular results under this UN-REDD National Programme. Hence, no budget allocation is made to UNEP. However, UNEP might be asked by the Government of Bangladesh to provide technical guidance on relevant issues under the National Programme. In such case, UNEP may offer its assistance remotely in close coordination with the programme management team.

The Participating UN Organizations agree to undertake all reasonable efforts to ensure that none of the funds received pursuant to UN-REDD are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by Participating UN Organizations do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this programme document.

8. Work plans and budgets

The work plan and budget of this National Programme have been developed jointly by the three Participating UN Organizations and the Government of Bangladesh and it is presented in Annex 1. The work plan details the expected outcomes, outputs and activities to be carried out within the programme, the Implementing Partner, timeframes and planned inputs from the Participating UN Organizations. An annual work plan and budget will be produced each year for each Participating UN Organization, subsequent to the decisions of the annual/regular reviews. Each work plan will be approved by the UN-REDD Secretariat and signed by the Implementing Partner.

Annual 1: Work Plan with harmonized budget categories

Outcome 1		Planned budget (USD)				Participating UN Agencies		
Expected outputs	Description	Year 1	Year 2	Year 3	Total	FAO	UNDP	
1.1 Public Awareness Raised	Staff and other personnel costs	15,000.00	15,000.00	15,000.00	45,000.00	0.00	45,000.00	
	Supplies, Commodities, Materials	10,000.00	8,000.00	5,000.00	23,000.00	0.00	23,000.00	
	Equipment, Vehicles, and Furniture including Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	
	Contractual Services	20,000.00	19,500.00	18,500.00	58,000.00	0.00	58,000.00	
	Travel	15,000.00	8,000.00	8,000.00	31,000.00	0.00	31,000.00	
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00	
	General Operating and Other Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00	
	Total	60,000.00	50,500.00	46,500.00	157,000.00	0.00	157,000.00	
	1.2 Consultation and Participation Plan	Staff and other personnel costs	15,000.00	15,000.00	7,500.00	37,500.00	0.00	37,500.00
		Supplies, Commodities, Materials	10,000.00	5,000.00	3,000.00	18,000.00	0.00	18,000.00
Equipment, Vehicles, and Furniture including Depreciation		0.00	0.00	0.00	0.00	0.00	0.00	
Contractual Services		34,500.00	25,000.00	9,000.00	68,500.00	0.00	68,500.00	
Travel		11,000.00	5,000.00	3,000.00	19,000.00	0.00	19,000.00	
Transfers and Grants Counterparts		0.00	0.00	0.00	0.00	0.00	0.00	
General Operating and Other Direct Costs		0.00	0.00	0.00	0.00	0.00	0.00	
Total		70,500.00	50,000.00	22,500.00	143,000.00	0.00	143,000.00	



Outcome 2	Outcome 2 subtotal	Description	Planned budget (USD)			Participating UIN Age			
			Year 1	Year 2	Year 3		Total	FAO	
2.1. Strengthen legal, policy and legislative framework for REDD+		Staff and other personnel costs	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	
		Supplies, Commodities, Materials	3,000.00	0.00	0.00	3,000.00	0.00	3,000.00	
		Equipment, Vehicles, and Furniture including Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	
		Contractual Services	30,000.00	0.00	0.00	30,000.00	0.00	30,000.00	
		Travel	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	
		Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00	
		General Operating and Other Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00	
		Total	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	
	2.2 Drivers of deforestation and forest degradation identified		Staff and other personnel costs	0.00	15,000.00	0.00	15,000.00	0.00	15,000.00
			Supplies, Commodities, Materials	2,000.00	2,000.00	0.00	4,000.00	0.00	4,000.00
		Equipment, Vehicles, and Furniture including Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	
		Contractual Services	34,000.00	11,000.00	0.00	45,000.00	0.00	45,000.00	
		Travel	9,000.00	2,000.00	0.00	11,000.00	0.00	11,000.00	
		Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00	
2.3		General Operating and Other Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00	
		Total	45,000.00	30,000.00	0.00	75,000.00	0.00	75,000.00	
		Staff and other personnel costs	15,000.00	15,000.00	0.00	30,000.00	0.00	30,000.00	
		Supplies, Commodities, Materials	6,000.00	4,000.00	0.00	10,000.00	0.00	10,000.00	

Detailed understanding on the priority drivers of deforestation and forest degradation	Equipment, Vehicles, and Furniture including Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Contractual Services	25,000.00	19,000.00	0.00	0.00	44,000.00	0.00	44,000.00	0.00	44,000.00	
	Travel	4,000.00	2,000.00	0.00	0.00	6,000.00	0.00	6,000.00	0.00	6,000.00	
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	General Operating and Other Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
	Total	50,000.00	40,000.00	0.00	0.00	90,000.00	0.00	90,000.00	0.00	90,000.00	0.00
	Staff and other personnel costs	0.00	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	0.00	15,000.00	0.00
	Supplies, Commodities, Materials	0.00	15,000.00	0.00	0.00	15,000.00	0.00	15,000.00	0.00	15,000.00	0.00
	Equipment, Vehicles, and Furniture including Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Contractual Services	0.00	40,000.00	0.00	0.00	40,000.00	0.00	40,000.00	0.00	40,000.00	0.00
2.4 REDD+ strategies to address drivers of deforestation and forest degradation	Travel	0.00	20,000.00	0.00	0.00	20,000.00	0.00	20,000.00	0.00	20,000.00	0.00
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	General Operating and Other Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	0.00	90,000.00	0.00	0.00	90,000.00	0.00	90,000.00	0.00	90,000.00	0.00
	Staff and other personnel costs	65,400.00	65,400.00	65,400.00	65,400.00	196,200.00	0.00	196,200.00	0.00	196,200.00	0.00
	Supplies, Commodities, Materials	25,000.00	20,000.00	20,000.00	20,000.00	65,000.00	0.00	65,000.00	0.00	65,000.00	0.00
	Equipment, Vehicles, and Furniture including Depreciation	31,600.00	0.00	0.00	0.00	31,600.00	0.00	31,600.00	0.00	31,600.00	0.00
	Contractual Services	20,000.00	37,600.00	47,000.00	47,000.00	104,600.00	0.00	104,600.00	0.00	104,600.00	0.00
	Travel	8,000.00	12,000.00	7,600.00	7,600.00	27,600.00	0.00	27,600.00	0.00	27,600.00	0.00
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2.5 Operationalizing REDD+ implementation	General Operating and Other Direct Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total	150,000.00	135,000.00	140,000.00	135,000.00	425,000.00	0.00	425,000.00	0.00	425,000.00	0.00



Outcome 3	Description	Planned budget (USD)			Participating UN Agencies
		Year 1	Year 2	Year 3	
2.6 Transparent system for national level management of REDD+ finance in place:	Staff and other personnel costs	0.00	0.00	0.00	0.00
	Supplies, Commodities, Materials	0.00	7,000.00	3,000.00	10,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0.00	0.00	0.00	0.00
	Contractual Services	0.00	38,000.00	0.00	38,000.00
	Travel	0.00	5,000.00	2,000.00	7,000.00
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00
	General Operating and Other Direct Costs	0.00	0.00	0.00	0.00
		0.00	50,000.00	5,000.00	55,000.00
	Staff and other personnel costs	0.00	0.00	0.00	0.00
	Supplies, Commodities, Materials	0.00	3,000.00	5,000.00	8,000.00
2.7 Transparent system for local distribution of REDD+ incentives identified	Equipment, Vehicles, and Furniture including Depreciation	0.00	0.00	0.00	0.00
	Contractual Services	0.00	30,000.00	13,000.00	43,000.00
	Travel	0.00	7,000.00	7,000.00	14,000.00
	Transfers and Grants Counterparts	0.00			0.00
	General Operating and Other Direct Costs	0.00			0.00
		0.00	40,000.00	25,000.00	65,000.00
Outcome 3 sub-total		25,000.00	85,000.00	70,000.00	
Outcome 3					
Expected outputs		Planned budget (USD)			Participating UN Agencies
3.1	Staff and other personnel costs	55,000.00	25,000.00	0.00	80,000.00
	Supplies, Commodities, Materials	8,000.00	5,000.00	0.00	13,000.00

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Capacities for the development of Reference Emission Level strengthened.	Equipment, Vehicles, and Furniture including Depreciation	8,000.00	4,000.00	0.00	12,000.00	12,000.00	0.00
	Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00
	Travel	50,000.00	35,000.00	0.00	85,000.00	85,000.00	0.00
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00
	General Operating and Other Direct Costs	19,000.00	6,000.00	0.00	25,000.00	25,000.00	0.00
	Total	140,000.00	75,000.00	0.00	215,000.00	215,000.00	0.00
	Staff and other personnel costs	35,000.00	42,000.00	0.00	78,000.00	78,000.00	0.00
	Supplies, Commodities, Materials	4,000.00	4,500.00	0.00	8,500.00	8,500.00	0.00
	Equipment, Vehicles, and Furniture including Depreciation	1,200.00	1,300.00	0.00	2,500.00	2,500.00	0.00
	Contractual Services	0.00	0.00	0.00	0.00	0.00	0.00
3.2 National circumstances and historical data considered for RELs/RLs	Travel	17,500.00	20,000.00	0.00	37,500.00	37,500.00	0.00
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00
	General Operating and Other Direct Costs	1,300.00	2,700.00	0.00	3,500.00	3,500.00	0.00
	Total	60,000.00	70,000.00	0.00	130,000.00	130,000.00	0.00
	Staff and other personnel costs	10,000.00	70,000.00	20,000.00	100,000.00	100,000.00	0.00
	Supplies, Commodities, Materials	0.00	6,000.00	0.00	6,000.00	6,000.00	0.00
	Equipment, Vehicles, and Furniture including Depreciation	0.00	17,000.00	5,000.00	22,000.00	22,000.00	0.00
	Contractual Services	10,000.00	0.00	0.00	10,000.00	10,000.00	0.00
	Travel	10,000.00	27,000.00	15,000.00	52,000.00	52,000.00	0.00
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00
3.3 RELs/RLs tested	General Operating and Other Direct Costs	0.00	5,000.00	0.00	5,000.00	5,000.00	0.00
	Total	30,000.00	125,000.00	40,000.00	195,000.00	195,000.00	0.00



Outcome 3 sub-total	Outcome 4	Expected outputs	Description	Planned budget (USD)			Participating UN Agencies	
				Year 1	Year 2	Year 3		Total
2,310,000.00				42,000.00	54,000.00	42,000.00	138,000.00	138,000.00
		4.1	Capacities to implement the GHG inventory for the forest sector strengthened	1,000.00	1,000.00	1,000.00	3,000.00	3,000.00
			Staff and other personnel costs					
			Supplies, Commodities, Materials					
			Equipment, Vehicles, and Furniture including Depreciation	7,000.00	7,000.00	5,000.00	19,000.00	19,000.00
			Contractual Services	0.00	0.00	0.00	0.00	0.00
			Travel	14,000.00	22,000.00	18,000.00	54,000.00	54,000.00
			Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00
			General Operating and Other Direct Costs	16,000.00	19,500.00	17,500.00	53,000.00	53,000.00
			Total	80,000.00	103,500.00	83,500.00	267,000.00	267,000.00
		4.2	Integrated forest information system developed	5,000.00	50,000.00	50,000.00	105,000.00	105,000.00
			Staff and other personnel costs					
			Supplies, Commodities, Materials	0.00	3,000.00	0.00	3,000.00	3,000.00
			Equipment, Vehicles, and Furniture including Depreciation	15,000.00	8,500.00	8,500.00	32,000.00	32,000.00
			Contractual Services	0.00	2,500.00	2,500.00	5,000.00	5,000.00
			Travel	0.00	17,000.00	16,000.00	33,000.00	33,000.00
			Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00
			General Operating and Other Direct Costs	0.00	7,000.00	8,000.00	15,000.00	15,000.00
			Total	20,000.00	88,000.00	85,000.00	193,000.00	193,000.00
		Outcome 4 sub-total		100,000.00	191,500.00	168,500.00	460,000.00	460,000.00
		Total Programme cost (All outcomes)		100,000.00	191,500.00	168,500.00	460,000.00	460,000.00



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SUMMARY OF PROGRAMME COST	Staff and other personnel costs	273,400.00	381,400.00	199,900.00	854,700.00	501,000.00	353,700.00
	Supplies, Commodities, Materials	69,000.00	83,500.00	37,000.00	189,500.00	33,500.00	156,000.00
	Equipment, Vehicles, and Furniture including Depreciation	62,800.00	37,800.00	18,500.00	119,100.00	87,500.00	31,600.00
	Contractual Services	173,500.00	222,600.00	90,000.00	486,100.00	15,000.00	471,100.00
	Travel	140,500.00	182,000.00	76,600.00	399,100.00	261,500.00	137,600.00
	Transfers and Grants Counterparts	0.00	0.00	0.00	0.00	0.00	0.00
	General Operating and Other Direct Costs	36,300.00	39,700.00	25,500.00	101,500.00	101,500.00	0.00
	Total	755,500.00	947,000.00	447,500.00	2,150,000.00	1,000,000.00	1,150,000.00
	GRAND TOTAL	808,385.00	1,013,290.00	478,825.00	2,300,500.00	1,070,000.00	1,230,500.00

- Notes:
1. Additional outputs can be added or deleted as appropriate
 2. Additional columns can be added where programme is spread over more than two years
 3. Additional rows can be added where there are more outcomes
 4. Additional columns to be included for quarterly workplans as necessary Q5, Q6, etc.



Annex 2: HACT Micro Assessment

Please go to the UN-REDD Workspace: www.unredd.net
http://www.unredd.net/index.php?option=com_docman&task=doc_download&gid=8373&Itemid=53 or website of the UN Resident Coordinator to Bangladesh's office: www.un-bd.org to access the Micro Assessment Report on the Ministry of Environment and Forests, Bangladesh.

Annex 3: Terms of Reference of Programme Management Unit (PMU) Staff

The PMU will consist of five core staff members.

1. Programme Manager,
2. Finance Officer,
3. Communications Officer,
4. Administrative Assistant, and
5. Programme Secretary.

In addition, there will be three technical positions.

1. Chief Technical Advisor,
2. NFMS Expert, and
3. REDD+ Governance Expert

Programme Manager Position (ToR for the other positions are available separately)

Objectives:

Under the guidance and supervision of the National Programme Director (NPD) and in coordination with the 3 UN Organizations, the PM will take responsibility for the management and administration of the UN-REDD Bangladesh National Programme. He/she will be directly accountable to both the FD and the UN Organizations for the overall management of the Programme and timely delivery of results.

He/she will manage the planning, implementation, coordination, reporting, monitoring and evaluation of the programme and its components, and will be supported by a Chief Technical Advisor (CTA) and other PMU staff. He/she will be the line manager of all other PMU staff.

Specific responsibilities are as follows:

- Develop annual and quarterly work plans and operational budgets and ensure timely submission of these documents to the NPD for obtaining approval from the PEB;
- Supervise the implementation of all UN-REDD Programme components, activities and tasks in line with the corresponding work plans and budgets;
- Supervise the management of the programme budget and ensure delivery of budget as per approved work plans;
- Lead the establishment of the PMU's administrative and financial procedures;
- Manage the day-to-day operations of the PMU including the supervision of PMU personnel and contracted PMU consultants/experts and subcontractors;
- Oversee and finalize Terms of Reference (TOR) for national and international consultants/experts and subcontractors;
- Recommendation and clearance of transactions under the programme, as directed by the NPD;



- Ensure the timely submission of reports, outputs and other deliverables to NPD for review and evaluation, and submission to the PEB and the RSC;
- Prepare and ensure prompt submission of required technical and financial reports to UN Organizations; recommending appropriate measures for enhancement of efficiency and effectiveness and endorsing the same to the NPD for review/integration and eventual presentation to the PEB/RSC;
- Develop and implement monitoring and evaluation mechanism for financial, administrative, and operational activities and ensure timely submission of progress and financial reports;
- Ensure coordination of programme activities and effective communication with all stakeholders to facilitate smooth implementation of the programme;
- Identify and monitor issues and risks regarding the delivery of programme outputs and activities and recommend remedial actions to the NPD, PEB and RSC, as appropriate.

Expected Results/Deliverables

- The UN-REDD Programme is effectively and efficiently implemented in a transparent and accountable manner, in accordance with all applicable rules and regulations of the Government of Bangladesh and the UN Organizations.
- Quarterly and Annual Work Plans are submitted, on time, to the PEB/RSC for approval.
- Quarterly, semi-annual and annual financial and technical reports, including risks and issues to be addressed, of the UN-REDD Programme submitted to and approved by the NPD and the 3 UN Organizations.

Recruitment Qualifications:

Education: University degree, preferably a postgraduate qualification in management

Experience: At least 10 years working experience in the field of project management related to forestry, climate change, environment and rural development and at least 5 years' experience in leading large-scale and complex projects covering all aspects of project cycle management including financial management, budgeting, administration, human resources, monitoring and evaluation, auditing, and reporting.

Language Requirements: Proficient in English, spoken and written, in addition to Bengali.

Other Selection Criteria:

- Strong managerial/leadership and decision-making skills
- Demonstrated Intellectual leadership and ability to integrate knowledge with broader strategic, policy and operational objectives
- Familiar with climate change issues including forest and natural resources management, and rural development
- Experience with government and UN procedures including its financial systems is an asset
- Strong interpersonal skills; commitment to team work and to working across disciplines
- Proven capacity to liaise and effectively work with international development agencies and government agencies
- Good team player, self-starter, has ability to work under minimum supervision and maintain good relationships internally and externally

- Experienced with working in an international environment
- Computer literate

Duration: One year, renewable for duration of the Programme



**Terms of Reference
Programme Secretary**

Background

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

This objective will be secured through the following four outcomes:

- Improved stakeholder awareness and effective stakeholder engagement;
- National REDD+ strategy preparation supported;
- Preparation of national forest reference emission level and/or forest reference level supported; and
- Establishment of national forest monitoring system supported

To implement the NP, a UN-REDD Programme Management Unit (PMU) will be established at the Forest Department of Ministry of Environment and Forests. The PMU will be headed by a Programme Manager (PM), whose role is to ensure smooth implementation and coordination on a daily basis. The PM will report to the National Programme Director (NPD).

To provide secretarial support to the Programme, a Programme Secretary (PS) will be recruited and based at the PMU. The PS will be part of the PMU and will report to the Programme Manager (PM).

Objectives:

Under the guidance of the PM, the PS shall be responsible for providing secretarial support ensuring the smooth functioning of the programme. S/he is responsible for the frequent liaison with the Programme's internal and external stakeholders and maintaining a high level of courtesy at all times.

Specific responsibilities are as follows:



- Provide necessary assistance in the operational management of the programme according to the National Programme Document
- Prepare correspondence on administrative and programme matters pertaining to the PMU responsibilities
- Undertake all preparation work for procurement of office equipment, stationery and support facilities as required
- Provide support in preparing events, including workshops, meetings (monthly, quarterly and annual), study tours, trainings, etc. This also includes preparation of background materials for use in discussions and briefing sessions
- Logistical arrangements including visa, transportation, hotel bookings for PMU staff, consultants and guests

Expected Results/Deliverables

- Functioning telephone, fax and e-mail systems
- Well-maintained diary and event calendar for the PM and staff
- Up-to-date files, meeting minutes and other forms of records

Recruitment Qualifications:

Education: University degree in English language, administration or related fields

Experience: A minimum four years' of working experience in the positions of secretary or interpreter/ translator for donor-funded environmental projects
 Good secretarial skills and good organizational capacity
 Knowledge in administrative procedures of the Government
 Good computer skills in common word processing (MS Word), spreadsheet (MS Excel)
 Knowledge of negotiation and experience in working with UN agencies and international organizations is an advantage

Language Requirements: Proficient in English and Bengali languages, spoken and written.

Duration: One year, renewable for duration of the Programme

Duty Station: Dhaka, Bangladesh



**Terms of Reference
Finance Officer**

Background

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

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This objective will be secured through the following four outcomes:

- Improved stakeholder awareness and effective stakeholder engagement;
- National REDD+ strategy preparation supported;
- Preparation of national forest reference emission level and/or forest reference level supported; and
- Establishment of national forest monitoring system supported

To implement the NP, a UN-REDD Programme Management Unit (PMU) will be established at the Forest Department of Ministry of Environment and Forests. The PMU will be headed by a Programme Manager (PM), whose role is to ensure smooth implementation and coordination on a daily basis. The PM will report to the National Programme Director (NPD).

To provide financial management support to the Programme, a Finance Officer (FO) will be recruited and based at the PMU. The FO will be part of the PMU and will report to the Programme Manager (PM).

Objectives:

Under the guidance of the PM, the FO shall be responsible for providing financial support to the Programme, ensuring the smooth functioning of financial systems established by the Programme. S/he is responsible for the accuracy and appropriateness of disbursements; maintaining the set of books required according to accounting procedures, classifying and summarizing financial transactions of the project and the generation of required financial reports based on both government and Participating UN Organizations' regulations. S/he is also responsible for ensuring that the other books of accounts such as subsidiary ledgers and special registers are kept up-to-date and available anytime for the government and the Participating UN Organizations for inspection.

Specific responsibilities are as follows:

- Establish financial systems and procedures consistent with the government's and UN's existing guidelines for PMU staff, consultants and subcontractors;
- Develop and implement a proper archiving system for all programme and finance related files, reports and correspondence for easy access and future reference;
- Prepare vouchers for payments, maintain and monitor records of all disbursements of the Programme; validate disbursements; and participate during audit as required by UN-REDD;
- Prepare updated reports on disbursement, and advise the Programme Team on the overall financial status of the project;
- Prepare and process financial reports required by the Participating UN Organizations;

Expected Results/Deliverables:

- Detailed SOPs for finance management system and procedures;
- Relevant finance-related files and documents;
- Monthly, quarterly and annual financial reports.

Recruitment Qualifications:

Education: A degree in Bachelor of Accountancy and financial management and/or other professional qualifications such CIMA, AAT, ACCA, CMA, Chartered Accountancy, etc.

Experience: A minimum of 5 years' experience in project management/financial/office management; knowledge of UN financial procedures is an advantage; excellent computer skills, including proficiency in the use of basic office software packages, electronic email and experience in handling web-based communications and management systems.

**Terms of Reference
Administrative Assistant**

Background

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

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This objective will be secured through the following four outcomes:

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- Establishment of national forest monitoring system supported

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To provide administrative management support to the programme, an Administrative Assistant (AA) will be recruited and based at the PMU. The AA will be part of the PMU and will report to the Programme Manager (PM).

Objectives:

Under the guidance of the PM, the AA shall be responsible for providing administrative support to the Programme, ensuring the smooth functioning of administrative systems established by the Programme. S/he is responsible for the accuracy and appropriateness of record keeping; maintaining the files and data/records according to administrative procedures.



Specific responsibilities are as follows:

- Establish administrative systems and procedures consistent with the government's and UN's existing guidelines for PMU staff, consultants and subcontractors;
- Develop and implement a proper archiving system for all programme and administration related files, reports and correspondence for easy access and future reference;
- Maintain an updated inventory of all supplies and equipment and prepare guidelines for the proper use and maintenance of office equipment and properties;
- Facilitate travel and transportation requirements of the programme staff and other stakeholders involved in the Programme;
- Assist with recruitment of programme staff, and procurement of goods and services and ensure applicable rules and regulations are followed;
- Prepare and process administrative reports required by the Participating UN Organizations;

Expected Results/Deliverables

- Detailed SOPs for administrative management system and procedures;
- Relevant files and documents for administrative purposes;
- Monthly, quarterly and annual administrative reports.

Recruitment Qualifications:

Education: A degree in Bachelor of Business Administration, Management and/or other Professional Qualifications in the above areas.

Experience: A minimum of 5 years' experience in project management/administration/office management; knowledge of UN administration procedures is an advantage; excellent computer skills, including proficiency in the use of basic office software packages, electronic email and experience in handling web-based communications and management systems.

**Terms of Reference
Chief Technical Advisor**

Background

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

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This objective will be secured through the following four outcomes:

- improved stakeholder awareness and effective stakeholder engagement;
- National REDD+ strategy preparation supported;
- Preparation of national forest reference emission level and/or forest reference level supported; and
- Establishment of national forest monitoring system supported

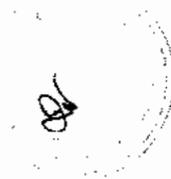
To implement the NP, a UN-REDD Programme Management Unit (PMU) will be established at the Forest Department of Ministry of Environment and Forests. The PMU will be headed by a Programme Manager (PM), whose role is to ensure smooth implementation and coordination of Programme activities on a daily basis. The PM will report to the National Programme Director (NPD).

An international Chief Technical Advisor (CTA) will be recruited to provide technical support to the NPD and PM to ensure effective and timely delivery of programme results.

Objectives:

- Effective oversight and coordination of all technical aspects of the programme, in consultation with NPD and PM
- Ensure sound delivery of technical outputs and strategic documents, in accordance with national circumstances
- Build capacity and development support of the NPD, national implementing partners and other key stakeholders in all technical and management aspects of REDD+ and the UN REDD Programme

Specific responsibilities are as follows:



Programme Implementation Support

- Provide technical assistance to NPD and PM in strategic planning process;
- Assist the NPD and PM in establishing effective technical working relationships with the national and international counterparts;
- Document and analyse the programme's effectiveness, summarizing lessons learned, successful tools and methodologies, ensuring that the information is shared with all relevant partners;
- Develop and implement a mechanism for technical quality assurance for the programme;
- Identify and develop terms of reference (ToR) for required technical inputs and mobilization of appropriate technical specialists to deliver those inputs, in consultation with NPD/PM;
- Assist the NPD/PM in supervising and coordinating the programme to ensure its results are in accordance with the National Programme Document;
- Assist in monitoring of programme delivery and advise on modifications to the strategy and work plan in order to rectify any shortcomings in delivery, as necessary; and
- Work closely with the National Implementing Partner, Participating UN Organizations and other key implementing partners for successful programme implementation.

Technical Advice

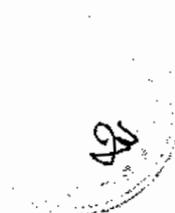
- Provide overall technical guidance and quality assurance to the programme;
- Advise the Programme on key policies, barriers, opportunities and partnerships;
- Advise the National Implementing Partner and Participating UN Organizations on policy and strategy;
- Provide substantive technical inputs into legal, policy and strategy documents; and
- Review all the technical outputs (e.g. reports etc.) to be generated within the scope of the Programme, and ensure improvement of such reports in accordance with the expectations of the Government of Bangladesh and Participating UN Organisations.

Capacity development

- Advise the NPD/PM on the performance and capacity needs of national partners in the Programme implementation;
- Provide technical guidance to PMU staff and national / international consultants and contractors, in consultation with NPD/PM;
- Support the PM in collecting, analysing and sharing knowledge and information regarding REDD+ initiatives in the country, and international developments regarding REDD+.
- Liaise with other initiatives and stakeholders to share knowledge and enhance coordination with regard to technical matters

Expected Results/Deliverables:

- Detailed ToRs for technical programme activities.
- Detailed programme implementation strategy documents, including key documents concerning REDD+ Policies and Measures, implementation arrangements, and National REDD+ Strategy.
- Quarterly and Annual technical reports on progress made including lessons learned.
- Technical contributions to quarterly and annual work planning and key reporting.
- Technical contributions to knowledge management and communications activities.



Recruitment Qualifications:

Education: Post graduate degree in forestry, environment, earth sciences, environmental economics or a closely related field.

Experience: At least 7 years of experience in senior technical advisory roles in forestry management, biodiversity conservation, and sustainable development, including work within the South Asia region. Track record of successfully working with a broad variety of stakeholders, from senior government officials to local communities. Technical familiarity with REDD+ and the UN-REDD Programme, and experience of working within Bangladesh, are strongly preferred.

Terms of Reference Programme Manager

Background

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

As part of the country's long-term strategy to reduce GHG emissions, the Government of Bangladesh has taken initial steps to prepare for the implementation of REDD+ activities. It has prepared the REDD+ Readiness Roadmap, officially endorsed in December 2012. As a partner country of the UN-REDD Programme, the Government of Bangladesh has signed the UN-REDD National Programme Document in July 2014 to assist with the implementing of Bangladesh's REDD+ Readiness Roadmap.

The overall goal of the Bangladesh UN-REDD National Programme (NP) is to support the Government of Bangladesh in initiating the implementation of its REDD+ Readiness Roadmap by establishing necessary REDD+ management processes, identifying strategic readiness options for completing its National REDD+ strategy, and developing the capacities required to begin implementation of REDD+.

This objective will be secured through the following four outcomes:

- Improved stakeholder awareness and effective stakeholder engagement;
- National REDD+ strategy preparation supported;
- Preparation of national forest reference emission level and/or forest reference level supported; and
- Establishment of national forest monitoring system supported

To implement the NP, a UN-REDD Programme Management Unit (PMU) will be established at the Forest Department of Ministry of Environment and Forests. The PMU will be headed by a Programme Manager (PM), whose role is to ensure smooth implementation and coordination on a daily basis. The PM will report to the National Programme Director (NPD).

Objectives:

Under the guidance and supervision of the NPD and in coordination with the Participating UN Organizations, the PM will take responsibility for the management and administration of the Bangladesh UN-REDD National Programme. S/he will be directly accountable to both the Forest Department of Ministry of Environment and Forests and the Participating UN Organizations for the overall management of the Programme and timely delivery of results.

S/he will manage the planning, implementation, coordination, reporting, monitoring and evaluation of the programme and its components, and will be supported by a Chief Technical Advisor (CTA) and other PMU staff. S/he will be the line manager of all other PMU staff.

Specific responsibilities are as follows:

- Develop annual and quarterly work plans and operational budgets and ensure timely submission of these documents to the NPD for obtaining approval from the Programme Executive Board (PEB);
- Supervise the implementation of all UN-REDD Programme components, activities and tasks in line with the corresponding work plans and budgets;
- Supervise the management of the programme budget and ensure delivery of budget as per approved work plans;
- Lead the establishment of the PMU's administrative and financial procedures;
- Manage the day-to-day operations of the PMU including the supervision of PMU personnel and contracted PMU consultants/experts and subcontractors;
- Oversee and finalize Terms of Reference (TOR) for national and international consultants/experts and subcontractors;
- Recommendation and clearance of transactions under the programme, as directed by the NPD;
- Ensure the timely submission of reports, outputs and other deliverables to NPD for review and evaluation, and submission to the PEB and the National REDD+ Steering Committee (RSC);
- Prepare and ensure prompt submission of required technical and financial reports to UN Organizations; recommending appropriate measures for enhancement of efficiency and effectiveness and endorsing the same to the NPD for review/integration and eventual presentation to the PEB/RSC;
- Develop and implement monitoring and evaluation mechanism for financial, administrative, and operational activities and ensure timely submission of progress and financial reports;
- Ensure coordination of programme activities and effective communication with all stakeholders to facilitate smooth implementation of the programme;
- Identify and monitor issues and risks regarding the delivery of programme outputs and activities and recommend remedial actions to the NPD, PEB and RSC, as appropriate; and
- Oversee the stakeholder engagement process in the REDD+ readiness phase;

Managing External Relationships

- Oversee and manage inter and intra working relationships with the PEB, RSC, REDD+ Stakeholder Forum, and Technical Working Groups; and
- Coordinate with Communications Officer to deliver key messages and lessons to key stakeholders, including policy makers, institutions, civil society, and development partners.

Expected Results/Deliverables:

- The UN-REDD Programme is effectively and efficiently implemented in a transparent and accountable manner, in accordance with all applicable rules and regulations of the Government of Bangladesh and the UN Organizations.
- Quarterly and Annual Work Plans are submitted, on time, to the PEB/ RSC for approval.
- Quarterly, semi-annual and annual financial and technical reports, including risks and issues to be addressed, of the UN-REDD Programme submitted to and approved by the NPD and the Participating UN Organizations.

Recruitment Qualifications:

Education: University degree, preferably a postgraduate qualification in management

Experience: A minimum of 10 years' experience in the field of project management related to forestry, climate change, environment and rural development and at least 5 years' experience in leading large-scale and complex projects covering all aspects of project cycle management including financial management, budgeting, administration, human resources, monitoring and evaluation, auditing, and reporting.

**Terms of Reference
Communications Officer**

Background

The UN-REDD Programme is the United Nations Collaborative Initiative on Reducing Emissions from Deforestation and forest Degradation (REDD) in developing countries. The Programme was launched in 2008 to assist developing countries prepare and implement national REDD+ strategies, and builds on the convening power and expertise of the Food and Agriculture Organization of the United Nations (FAO), the United Nations Development Programme (UNDP) and the United Nations Environment Programme (UNEP).

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To provide communications support to the Programme, a Communications Officer (CO) will be recruited and based at the PMU. The CO will be part of the PMU and will report to the Programme Manager (PM).

Objectives:

Under the guidance of the PM, the CO shall be responsible for developing communications protocols between the implementing partners, and for developing communications strategies, materials and methods for publicity, information and consultation purposes. S/he is responsible for the accuracy and appropriateness of information about the Programme provided through materials and media; targeting, adapting and translating messages and materials for particular audiences and for ensuring that all communications products conform to the required specifications of the Participating UN agencies, the UN-REDD Programme, and

the National Implementing Partner. S/he is also responsible for ensuring that communication channels between all Programme partners flow effectively, efficiently and promptly, including the delivery and presentation of reports, as required under the UN-REDD Programme.

Specific responsibilities are as follows:

- Identify relevant stakeholder groups, their general interest areas related to REDD+ and most appropriate and effective modes of communication to reach out to them;
- Prepare key messages regarding REDD+ and the role of the UN-REDD Programme respectively for the government and non-government stakeholders in consultation with the NPD, PM and technical staff members of PMU;
- Develop necessary strategies, plans and tools (e.g. website, brochures, etc.) to ensure that information on the national REDD+ readiness process and UN-REDD Programme is communicated effectively to relevant stakeholders in the country and internationally;
- Coordinate engagement with the media and act as a focal person for all media inquiries related to the UN-REDD National Programme;
- Support technical staff members of PMU in preparing targeted communication and learning materials for different work areas of the UN-REDD National Programme;
- Assist with the packaging of information for sharing lessons and experiences from different work areas with internal and external audiences;
- Coordinate with partner organizations and initiatives to disseminate information on the UN-REDD National Programme;
- Provide regular updates to stakeholders at the sub-national, national and international levels and ensure the accessibility of information;
- Support the PM to oversee stakeholder engagement process in the REDD+ readiness phase; and
- Assist the PM with relevant working planning and budgeting.

Expected Results/Deliverables:

- Mapping of stakeholders, areas of interest and modes of communication;
- Key messages regarding REDD+ and the role of the UN-REDD Programme;
- Appropriate strategies, plans and tools (e.g. website, brochures, etc.);
- Specific communications materials and knowledge products from different work areas; and
- Monthly, quarterly and annual progress reports.

Recruitment Qualifications:

Education: An advanced degree, or equivalent, in English, information technology, media or other relevant discipline.

Experience: A minimum of 5 years' experience in developing and implementing communication strategies. Experience in designing and utilising multi-media communication tools to reach varied audiences including government institutions, civil society organizations, Indigenous Peoples, rural

communities, private sector and development partners. Experience in working with the UN and government counterparts is an asset. Familiarity with various design software and multi-media applications is an advantage.

Annex 4: Terms of Reference of the Programme Executive Board (PEB)

Objectives

To provide guidance to and oversight of the UN-REDD Bangladesh National Programme in its effort to support effective and efficient development of measures to engage with a future mechanism on REDD+.

Operations

The PEB will provide overall guidance for effective implementation of the UN-REDD Bangladesh National Programme through approval or revision of annual work plans (AWP) and budgets, as well as through overall monitoring and evaluation of progress made.

In addition:

- Secretarial support to coordinate and organize the PEB meetings will be provided by the Programme Management Unit (PMU).
- Meetings will be held three times a year or more regularly if needed at which AWP and budgets, as well as other pertinent issues will be discussed.
- Meeting dates for subsequent meetings will be decided at each PEB meeting with confirmation of dates being provided at least three weeks in advance of meetings.
- All meeting documents will be circulated in English, at least two weeks in advance of the meeting.
- Written comments to all meeting documents circulated should be received at least one week in advance of meetings by the PMU.
- Translation services will be provided, upon request, to allow participants to communicate in either Bengali or English.
- PEB meetings will proceed only if there is quorum (50%+1).
- PEB meeting minutes will be prepared by the PMU, and minutes will be posted on a website (yet to be established) and will be available in English. Hard copies will be circulated to PEB members no later than two weeks after a PEB meeting..

Decision-making

The Programme Executive Board will make decisions based on an absolute majority (50%+1).

Responsibilities

The PEB Members (to be identified and confirmed later) are responsible for:

- Bringing the stakeholder concerns to the PEB.
- Providing the National REDD+ Steering Committee (RSC) with progress updates of the UN-REDD Bangladesh National Programme.
- Reviewing, providing recommendations on and approving AWP and budgets.
- Reviewing the UN-REDD Bangladesh National Programme progress and assessing the need for a no-cost extension and its duration.
- Reviewing the monitoring of the implementation of the UN-REDD Bangladesh National Programme.
- Providing through the PEB any written comment or request for clarification on issues of concern to the RSC members.
- Providing guidance on conflict resolution related to any conflict occurring within UN-REDD Programme implementation.
- Reporting Programme progress to their respective stakeholders.



Duration and timing

The PEB is established as part of the management structure of the UN-REDD Bangladesh National Programme. It will cease to operate on the date of termination of the Programme.

Financial support

Financial support will be provided to provincial-based representatives to attend any PEB meeting held in Dhaka. In the event that the PEB meeting is held outside of Dhaka, the UN-REDD Bangladesh National Programme will meet all expenses for members to attend the meeting including cost of travel, accommodation and subsistence.

Observers:

Meetings of the PEB are open to Observers, according to the following conditions:

- Attendance of observers is by invitation only, to be decided and agreed by PEB members in advance of each PEB meeting.
- Invitations will be issued by the PMU on behalf of PEB co-chairs.
- Observers may not participate in discussions at PEB meetings, except at the invitation of the co-chairs.
- Observers may receive all advance documentation and information provided to PEB members, and submit comments thereupon, with the exception of documents classified by PEB members as restricted.
- Observers have no voting rights.

PEB members may extend an invitation to internal and external technical advisers from their respective organizations to attend the meeting, as and when the need arises, and for a limited length of time.

All members will designate alternates to attend if they are not available. Additional representatives may be invited to meetings as observers as required. Additional members can be added to the PEB as appropriate and following invitation from both Co-chairs. The core members of the PEB also have the prerogative to invite regional UN-REDD implementing agency advisers to attend the PEB meetings, as observers, and provide technical inputs as and when necessary.

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Annex 5: Principles to be applied for National Programmes

The Participating UN Organizations have agreed to apply the following principles for developing and implementing National Programmes:

Preamble

- Respect the United National Development Group's (UNDG) Guidance Note on Joint Programming, which states:
 - "The decision to select one or a combination of fund management options for a joint programme should be based on how to achieve the most effective, efficient and timely implementation, and to reduce transaction costs for national partners, donors and the UN."
- Commit to:
 - Minimizing national counterpart transaction costs;
 - Putting the interests of the national counterpart ahead of agency interests;
 - Taking advantage of agencies' comparative advantages in implementation support
- Recognize that National Programmes are country-driven and designed to serve countries' REDD+ readiness needs.

Principles

1. The UN REDD Programme will identify a lead agency that will be accountable to the Management Group for programme delivery in that country.
2. The determination of which agency should play the lead role in any particular country should be made on the basis of which agency has the comparative advantage in providing effective, efficient and timely implementation. This includes:
 - UN Country Team roles set out in the UNDAF;
 - Relationship and past project implementation experience with the national counterpart;
 - In-country capacity to support the implementation modality;
 - Guidance from the UN Resident Coordinator.
3. In instances of national implementation, the national counterpart should expect to receive funds from one agency, based on the agreed National Programme. If there is more than one national counterpart, there may be more than one UN agency transferring funds.
4. Where it is not possible to have only one UN agency transferring funds to a national counterpart, multiple agency channels should use the same cash transfer modality, based on the Harmonized Approach to Cash Transfer (HACT) process, and coordinate the timing of cash transfers to the single national counterpart.
5. The Lead agency will support the PMU (or equivalent). The PMU will include a coordinator, recognized by each agency as supporting the overall National Programme.
6. An agency may agree with a national counterpart to provide direct technical assistance. The budgeted amount that is used for directly implemented technical assistance shall be agreed with the national counterpart before the NP allocations are submitted for approval.
7. Directly implemented technical assistance shall be provided through a National Programme workplan, managed by the PMU (or equivalent).
8. UN agency direct support costs should be charged to the Support to National REDD+ Action - Global Programme (SNA).
9. Where UN agency direct support costs are charged to a NP budget, they should be agreed (in writing) in advance with the national counterpart.

Annex 6: General Legal Provisions applicable to FAO

1. The achievement of the objectives set by the Programme shall be the joint responsibility of the Government, FAO and other UN-REDD agencies.
2. Equipment, materials and supplies provided out of the Programme funds shall normally become the property of the Government immediately upon their arrival in the country, unless otherwise specified in the agreement. The Government shall ensure that such equipment, materials and supplies are at all times available for use of the Programme and that adequate provision is made for their safe custody, maintenance and insurance. Vehicles and personal computers remain the property of FAO, unless otherwise specified in the agreement.
3. Subject to any security provisions in force, the Government shall furnish to FAO and to its personnel on the Programme, if any, such relevant reports, tapes, records and other data as may be required for the execution of the Programme.
4. The selection of FAO Programme personnel, of other persons performing services on behalf of FAO in connection with the Programme, and of trainees, shall be undertaken by FAO, after consultation with the Government. In the interest of rapid Programme implementation, the Government shall undertake to expedite to the maximum degree possible its procedures for the clearance of FAO personnel and other persons performing services on behalf of FAO and to dispense with, wherever possible, clearance for short-term FAO personnel.
5. The Government shall apply to FAO, its property, funds and assets, and to its staff, the provisions of the Convention on the Privileges and Immunities of the Specialized Agencies. Except as otherwise agreed by the Government and FAO in the National Programme Document, the Government shall grant the same privileges and immunities contained in the Convention to all other persons performing services on behalf of FAO in connection with the execution of the Programme.
6. With a view to the rapid and efficient execution of the Programme, the Government shall grant to FAO, its staff, and to all other persons performing services on behalf of FAO, the necessary facilities including:
 - i) the prompt issuance, free of charge, of any visas or permits required;
 - ii) any permits necessary for the importation and, where appropriate, the subsequent exportation, of equipment, materials and supplies required for use in connection with the Programme and exemption from the payment of all customs duties or other levies or charges relating to such importation or exportation;
 - iii) exemption from the payment of any sales or other tax on local purchases of equipment, materials and supplies for use in connection with the Programme;

- iv) payment of transport costs within the country, including handling, storage, insurance and all other related costs, with respect to equipment, materials or supplies for use in connection with the Programme;
- v) the most favorable legal rate of exchange;
- vi) assistance to FAO staff, to the extent possible, in obtaining suitable accommodation;
- vii) any permits necessary for the importation of property belonging to and intended for the personal use of FAO staff or of other persons performing services on behalf of FAO, and for the subsequent exportation of such property;
- viii) prompt customs clearance of the equipment, materials, supplies and property referred to in subparagraphs (ii) and (vii) above.

7. The Government shall deal with any claim which may be brought by third parties against FAO or its staff, or against any person performing services on behalf of FAO, and shall hold them harmless in respect of any claim or liability arising in connection with the Programme, unless the Government and FAO should agree that the claim or liability arises from gross negligence or willful misconduct on the part of the individuals mentioned above.

8. The persons performing services on behalf of FAO, referred to in paragraphs 6 to 9, shall include any organization, firm or other entity, which FAO may designate to take part in the execution of the Programme.

¹ Based on the GoB official definition, indigenous people refers to the terms 'Tribal' or 'Small Ethnic Groups'

Annexure – VIII (a) : Goods Procurement

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Ref : Reg-16(4) of PPR, 2008

Ministry / Division Ministry of Environment & Forests (MoEF)
 Agency Forest Department
 Procuring Entity Name & code Forest Department
 Project / Program Name & Code UN-REDD Bangladesh National Programme

Project Cost (In Lakh Taka)
 1794.39 Total
 0.00 (ioB)
 1794.39 PA

Package No.	Description of Procurement Package as per TPP GOODS	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd. Cost (In Lakh Taka)	Indicative Dates			
								Not Used in GOODS	Invitation for Tender	Signing of Contract	Completion of Contract
1	2	3	4	5	6	7	8	9	10	11	12
GD1	Desktop Computer	Number	6	QCBS (RFP)	PD / UNDP	UNDP	6.00		15-Sep-15	30-Oct-15	30-Dec-15
GD1	Laptop Computer	Number	6	QCBS (RFP)	PD / UNDP	UNDP	6.00		15-Sep-15	30-Oct-15	30-Nov-15
GD1	Laser Printer	Number	2	QCBS (RFP)	PD / UNDP	UNDP	3.00		15-Sep-15	30-Oct-15	30-Nov-15
GD1	Scanner	Number	1	QCBS (RFP)	PD / UNDP	UNDP	0.65		15-Sep-15	30-Oct-15	30-Nov-15
GD2	Air-cooler (Split)	Number	2	QCBS (RFP)	PD / UNDP	UNDP	2.00		15-Sep-15	30-Oct-15	30-Dec-15
GD3	Furniture	Ls	Ls	QCBS (RFP)	PD / UNDP	UNDP	7.00		15-Sep-15	30-Oct-15	30-Dec-15
GD4	Survey Equipments	Ls	Ls	QCBS (RFP)	PD / UNDP	FAO	6.24		15-Sep-15	30-Oct-15	30-Dec-15
GD5	Survey Equipments	Ls	Ls	QCBS (RFP)	PD / UNDP	FAO	3.12		15-Sep-16	30-Oct-16	30-Dec-16
GD6	Computer software	Ls	Ls	QCBS (RFP)	PD / UNDP	FAO	1.95		15-Sep-15	30-Oct-15	30-Dec-15
GD7	GPS	Number	17	QCBS (RFP)	PD / UNDP	FAO	17.16		15-Sep-15	30-Oct-15	30-Dec-15
GD8	Others	Ls	Ls	QCBS (RFP)	PD / UNDP	FAO	5.46		15-Sep-15	30-Oct-15	30-Dec-15
GD9	Others	Ls	Ls	QCBS (RFP)	PD / UNDP	FAO	5.46		15-Sep-16	30-Oct-16	30-Dec-16
GD10	Others	Ls	Ls	QCBS (RFP)	PD / UNDP	FAO	3.90		15-Sep-17	30-Oct-17	30-Dec-17
GD11	Server	Number	1	QCBS (RFP)	PD / UNDP	FAO	24.96		15-Sep-15	30-Oct-15	30-Dec-15
	Total						92.90				

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Annexure – VIII (b) : Services Procurement

Ref : Reg-16(4) of PPR, 2008
 Project Cost (In Lakh Taka)
 1794.39 Total
 0.00 CoB
 1794.39 FA

Ministry / Division Ministry of Environment & Forests (MoEF)
 Agency Forest Department
 Procuring Entity Name & code Forest Department
 Project / Program Name & Code UN-REDD Bangladesh National Programme

Package No.	Description of Procurement Package as per TPP SERVICE	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd. Cost (in Lakh Taka)	Indicative Dates			Completion of Contract
								Invitation for EOI	Issue of RFP	Signing of Contract	
1	2	3	4	5	6	7	8	9	10	11	12
S1	Project Manager (PMU)	mm	36	QCBS (RFP)	PD / UNDP	UNDP/FAO	84.24		15-Aug-15	30-Oct-15	30-Jun-18
S2	Finance and Accounts Officer (PMU)	mm	36	QCBS (RFP)	PD / UNDP	UNDP/FAO	42.12		15-Aug-15	30-Oct-15	30-Jun-18
S3	Communication Expert (PMU)	mm	36	QCBS (RFP)	PD / UNDP	UNDP/FAO	56.16		15-Aug-15	30-Oct-15	30-Jun-18
S4	Governance Expert (PMU)	mm	36	QCBS (RFP)	PD / UNDP	UNDP/FAO	56.16		15-Aug-15	30-Oct-15	30-Jun-18
S5	Administration Assistant (PMU)	mm	36	QCBS (RFP)	PD / UNDP	UNDP/FAO	28.08		15-Aug-15	30-Oct-15	30-Jun-18
S6	Programme Secretary (PMU)	mm	36	QCBS (RFP)	PD / UNDP	UNDP/FAO	23.17		15-Aug-15	30-Oct-15	30-Jun-18
S7	National Consultant - Website Development Specialist	mm	4	QCBS (RFP)	PD / UNDP	UNDP/FAO	9.36		15-Aug-15	30-Oct-15	30-Jun-18
S8	National Consultant - REDD+ Awareness Material Development Specialist	mm	6	QCBS (RFP)	PD / UNDP	UNDP/FAO	14.04		15-Sep-15	30-Nov-15	30-Aug-15
S9	National Consultant - Legal, Policy and Legislative framework for REDD+ Specialist	mm	8	QCBS (RFP)	PD / UNDP	UNDP/FAO	18.72		15-Sep-16	30-Dec-16	30-Jun-17
S10	National Consultant - Deforestation and Forest Degradation Drivers Identification Specialist	mm	9	QCBS (RFP)	PD / UNDP	UNDP/FAO	21.06		15-Sep-15	30-Dec-15	30-Oct-17
S11	National Consultant - REDD+ Strategy Specialist	mm	6	QCBS (RFP)	PD / UNDP	UNDP/FAO	14.04		15-Sep-15	30-Dec-15	30-Sep-16
S12	National Consultant - Capacity Need Assessment Specialist	mm	4	QCBS (RFP)	PD / UNDP	UNDP/FAO	9.36		15-Aug-16	30-Nov-16	30-Jun-16
S13	National Consultant -	mm	6	QCBS (RFP)	PD / UNDP	UNDP/FAO	14.04		15-Sep-15	30-Nov-15	30-Sep-18

Package No.	Description of Procurement Package as per TPP SERVICE	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd. Cost (in Lakh Taka)	Indicative Dates			
								Invitation for EOI	Issue of RFP	Signing of Contract	Completion of Contract
	2 Institutional arrangements Specialist	3	4	5	6	7	8	9	10	11	12
S14	International Consultant - REL/RL Capacity Building, Development and Validation Specialist	mm	4	QCBS (RFP)	PD / UNDP	UNDP/FAO	37.44		15-Sep-16	30-Dec-16	30-Jun-16
S15	National Consultant - REL/RL Capacity Building, Development and Validation Specialist	mm	16	QCBS (RFP)	PD / UNDP	UNDP/FAO	37.44		15-Sep-15	30-Dec-15	30-Oct-17
S16	National Consultant - Policy and Law Analysis and Governance Specialist	mm	6	QCBS (RFP)	PD / UNDP	UNDP/FAO	14.04		15-Aug-16	30-Nov-16	30-Aug-16
S17	National Consultant - Climate Change Vulnerability Assessment Specialist	mm	4	QCBS (RFP)	PD / UNDP	UNDP/FAO	9.36		15-Sep-16	30-Dec-16	30-Jul-16
S18	National Consultant - Forest Cover and Carbon Stock Change assessment Specialist	mm	6	QCBS (RFP)	PD / UNDP	UNDP/FAO	14.04		15-Sep-17	30-Dec-17	30-Sep-18
S19	National Consultant - Degradation and Deforestation Drivers Assessment Specialist	mm	9	QCBS (RFP)	PD / UNDP	UNDP/FAO	21.06		15-Jul-17	30-Oct-17	30-Dec-18
S23	National Consultant - Remote Sensing Specialist	mm	9	QCBS (RFP)	PD / UNDP	UNDP/FAO	21.06		15-Aug-16	30-Nov-16	30-Dec-17
S26	National Consultant - MRV Specialist	mm	6	QCBS (RFP)	PD / UNDP	UNDP/FAO	14.04		15-Sep-16	30-Dec-16	30-Oct-17
S27	International Consultant - Technical capacity building on the GHG inventory for the LULUCF sector and Institutional Support Specialist	mm	3	QCBS (RFP)	PD / UNDP	UNDP/FAO	28.08		15-Sep-16	30-Dec-16	30-May-17
S28	National Consultant Technical capacity building for the GHG inventory for the LULUCF	mm	16	QCBS (RFP)	PD / UNDP	UNDP/FAO	37.44		15-Aug-16	30-Nov-16	30-Jun-18

2

Package No.	Description of Procurement Package as per TPP SERVICE	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd. Cost (in Lakh Taka)	Indicative Dates			Completion of Contract
								Invitation for EOI	Issue of RFP	Signing of Contract	
1	2	3	4	5	6	7	8	9	10	11	12
	sector Specialist										
S31	International Consultant - Data Management System, integration and Documentation Support Specialist	mm	2	QCBS (RFP)	PD / UNDP	UNDP/FAO	18.72		15-Sep-16	30-Dec-16	28-Apr-17
S32	National Consultant - Data Collection Data Management System, integration and Documentation Specialist	mm	10	QCBS (RFP)	PD / UNDP	UNDP/FAO	23.40		15-Sep-16	30-Dec-16	30/2018
S33	Other Expenses (Contractual Services. Outcome/Output wise allocation: Appendix-1/2/6)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	45.24		15-Sep-15	30-Nov-15	30-Jun-18
S34	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	53.43		15-Sep-15	30-Nov-15	30-Jun-18
S35	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	23.40		15-Sep-15	30-Nov-15	30-Jun-16
S36	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	35.10		15-Sep-15	30-Nov-15	30-Jun-17
S37	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	34.32		15-Sep-15	30-Nov-15	30-Jun-18
S38	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	31.20		15-Aug-16	30-Oct-16	30-Jun-17
S39	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	81.59		15-Sep-15	30-Nov-15	30-Jun-18
S40	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	29.64		15-Aug-16	30-Oct-16	30-Jun-17
S41	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	33.54		15-Sep-16	30-Nov-16	30-Jun-17
S42	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	7.80		15-Sep-15	30-Nov-15	30-Jun-18
S43	Other Expenses (Contractual Services)	Contract	Single	QCBS (RFP)	PD / UNDP	UNDP/FAO	3.90		15-Sep-16	30-Nov-16	30-Jun-17
	Total						1045.83				



Appendix 1: Work Plan with harmonized budget categories as per NPD (USD)

Expected outputs	Planned budget (USD)					Participating UN Agencies	
	Description	Year 1	Year 2	Year 3	Total	FAO	UNDP
Outcome 1							
1.1 Public Awareness Raised	Staff and other personnel costs	15,000.00	15,000.00	15,000.00	45,000.00	0	45,000.00
	Supplies, Commodities, Materials	10,000.00	8,000.00	5,000.00	23,000.00	0	23,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0	0	0	0	0	0
	Contractual Services	20,000.00	19,500.00	18,500.00	58,000.00	0	58,000.00
	Travel	15,000.00	8,000.00	8,000.00	31,000.00	0	31,000.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
	Total	60,000.00	50,500.00	46,500.00	157,000.00	0.00	157,000.00
1.2 Consultation and Participation Plan	Staff and other personnel costs	15,000.00	15,000.00	7,500.00	37,500.00	0	37,500.00
	Supplies, Commodities, Materials	10,000.00	5,000.00	3,000.00	18,000.00	0	18,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0	0	0	0	0	0
	Contractual Services	34,500.00	25,000.00	9,000.00	68,500.00	0	68,500.00
	Travel	11,000.00	5,000.00	3,000.00	19,000.00	0	19,000.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
	Total	70,500.00	50,000.00	22,500.00	143,000.00	0.00	143,000.00
Outcome 1 sub-total		130,500.00	100,500.00	69,000.00	300,000.00	0.00	300,000.00
Outcome 2							
2.1 Strengthen legal, policy and legislative framework for REDD+	Staff and other personnel costs	15,000.00	0	0	15,000.00	0	15,000.00
	Supplies, Commodities, Materials	3,000.00	0	0	3,000.00	0	3,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0	0	0	0	0	0
	Contractual Services	30,000.00	0	0	30,000.00	0	30,000.00
	Travel	2,000.00	0	0	2,000.00	0	2,000.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
	Total	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00
2.2 Drivers of deforestation and forest degradation identified	Staff and other personnel costs	0	15,000.00	0	15,000.00	0	15,000.00
	Supplies, Commodities, Materials	2,000.00	2,000.00	0	4,000.00	0	4,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0	0	0	0	0	0
	Contractual Services	34,000.00	11,000.00	0	45,000.00	0	45,000.00
	Travel	9,000.00	2,000.00	0	11,000.00	0	11,000.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
	Total	45,000.00	30,000.00	0.00	75,000.00	0.00	75,000.00
2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	Staff and other personnel costs	15,000.00	15,000.00	0	30,000.00	0	30,000.00
	Supplies, Commodities, Materials	6,000.00	4,000.00	0	10,000.00	0	10,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0	0	0	0	0	0
	Contractual Services	25,000.00	19,000.00	0	44,000.00	0	44,000.00
	Travel	4,000.00	2,000.00	0	6,000.00	0	6,000.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
	Total	50,000.00	40,000.00	0.00	90,000.00	0.00	90,000.00
2.4 REDD+ strategies to address drivers of deforestation and forest degradation	Staff and other personnel costs	0	15,000.00	0	15,000.00	0	15,000.00
	Supplies, Commodities, Materials	0	15,000.00	0	15,000.00	0	15,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0	0	0	0	0	0
	Contractual Services	0	40,000.00	0	40,000.00	0	40,000.00
	Travel	0	20,000.00	0	20,000.00	0	20,000.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
	Total	0	90000	0	90000	0	90000
2.5 Operationalizing REDD+ implementation	Staff and other personnel costs	65,400.00	65,400.00	65,400.00	196,200.00	0	196,200.00
	Supplies, Commodities, Materials	25,000.00	20,000.00	20,000.00	65,000.00	0	65,000.00
	Equipment, Vehicles, and Furniture including Depreciation	31,600.00	0	0	31,600.00	0	31,600.00
	Contractual Services	20,000.00	37,600.00	47,000.00	104,600.00	0	104,600.00
	Travel	8,000.00	12,000.00	7,600.00	27,600.00	0	27,600.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
	Total	150,000.00	135,000.00	140,000.00	425,000.00	0.00	425,000.00

Expected outputs	Description	Planned budget (USD)				Participating UN Agencies	
		Year 1	Year 2	Year 3	Total	FAO	UNDP
2.6 Transparent system for national level management of REDD+ finance in place	Staff and other personnel costs	0	0	0	0	0	0
	Supplies, Commodities, Materials	0	7,000.00	3,000.00	10,000.00	0	10,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0	0	0	0	0	0
	Contractual Services	0	38,000.00	0	38,000.00	0	38,000.00
	Travel	0	5,000.00	2,000.00	7,000.00	0	7,000.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
		0	50000	5000	55000	0	55000
2.7 Transparent system for local distribution of REDD+ incentives identified	Staff and other personnel costs	0	0	0	0	0	0
	Supplies, Commodities, Materials	0	3,000.00	5,000.00	8,000.00	0	8,000.00
	Equipment, Vehicles, and Furniture including Depreciation	0	0	0	0	0	0
	Contractual Services	0	30,000.00	13,000.00	43,000.00	0	43,000.00
	Travel	0	7,000.00	7,000.00	14,000.00	0	14,000.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	0	0	0	0	0
		0	40000	25000	65000	0	65000
Outcome 2 sub-total		295,000.00	385,000.00	170,000.00	850,000.00	0.00	850,000.00
Outcome 3							
3.1 Capacities for the development of Reference Emission Level strengthened.	Staff and other personnel costs	55,000.00	25,000.00	0	80,000.00	80,000.00	0
	Supplies, Commodities, Materials	8,000.00	5,000.00	0	13,000.00	13,000.00	0
	Equipment, Vehicles, and Furniture including Depreciation	8,000.00	4,000.00	0	12,000.00	12,000.00	0
	Contractual Services	0	0	0	0	0	0
	Travel	50,000.00	35,000.00	0	85,000.00	85,000.00	0
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	19,000.00	6,000.00	0	25,000.00	25,000.00	0
Total	140,000.00	75,000.00	0.00	215,000.00	215,000.00	0.00	
3.2 National circumstances and historical data considered for RELs/RLs	Staff and other personnel costs	36,000.00	42,000.00	0	78,000.00	78,000.00	0
	Supplies, Commodities, Materials	4,000.00	4,500.00	0	8,500.00	8,500.00	0
	Equipment, Vehicles, and Furniture including Depreciation	1,200.00	1,300.00	0	2,500.00	2,500.00	0
	Contractual Services	0	0	0	0	0	0
	Travel	17,500.00	20,000.00	0	37,500.00	37,500.00	0
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	1,300.00	2,200.00	0	3,500.00	3,500.00	0
Total	60,000.00	70,000.00	0.00	130,000.00	130,000.00	0.00	
3.3 RELs/RLs tested	Staff and other personnel costs	10,000.00	70,000.00	20,000.00	100,000.00	100,000.00	0
	Supplies, Commodities, Materials	0	6,000.00	0	6,000.00	6,000.00	0
	Equipment, Vehicles, and Furniture including Depreciation	0	17,000.00	5,000.00	22,000.00	22,000.00	0
	Contractual Services	10,000.00	0	0	10,000.00	10,000.00	0
	Travel	10,000.00	27,000.00	15,000.00	52,000.00	52,000.00	0
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	5,000.00	0	5,000.00	5,000.00	0
Total	30,000.00	125,000.00	40,000.00	195,000.00	195,000.00	0.00	
Outcome 3 sub-total		230,000.00	270,000.00	40,000.00	540,000.00	540,000.00	0.00
Outcome 4:							
4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	Staff and other personnel costs	42,000.00	54,000.00	42,000.00	138,000.00	138,000.00	0
	Supplies, Commodities, Materials	1,000.00	1,000.00	1,000.00	3,000.00	3,000.00	0
	Equipment, Vehicles, and Furniture including Depreciation	7,000.00	7,000.00	5,000.00	19,000.00	19,000.00	0
	Contractual Services	0	0	0	0	0	0
	Travel	14,000.00	22,000.00	18,000.00	54,000.00	54,000.00	0
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	16,000.00	19,500.00	17,500.00	53,000.00	53,000.00	0
Total	80,000.00	103,500.00	83,500.00	267,000.00	267,000.00	0.00	
4.2 Integrated forest information system developed	Staff and other personnel costs	5,000.00	50,000.00	50,000.00	105,000.00	105,000.00	0
	Supplies, Commodities, Materials	0	3,000.00	0	3,000.00	3,000.00	0
	Equipment, Vehicles, and Furniture including Depreciation	15,000.00	8,500.00	8,500.00	32,000.00	32,000.00	0
	Contractual Services	0	2,500.00	2,500.00	5,000.00	5,000.00	0
	Travel	0	17,000.00	16,000.00	33,000.00	33,000.00	0
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	0	7,000.00	8,000.00	15,000.00	15,000.00	0
Total	20,000.00	88,000.00	85,000.00	193,000.00	193,000.00	0.00	
Outcome 4 sub-total		100,000.00	191,500.00	168,500.00	460,000.00	460,000.00	0.00

Expected outputs	Planned budget (USD)				Participating UN Agencies		
	Description	Year 1	Year 2	Year 3	Total	FAO	UNDP
Total Programme cost (All outcomes)		Year 1	Year 2	Year 3	Total	FAO	UNDP
SUMMARY OF PROGRAMME COST	Staff and other personnel costs	273,400.00	381,400.00	199,900.00	854,700.00	501,000.00	353,700.00
	Supplies, Commodities, Materials	69,000.00	83,500.00	37,000.00	189,500.00	33,500.00	156,000.00
	Equipment, Vehicles, and Furniture including Depreciation	62,800.00	37,800.00	18,500.00	119,100.00	87,500.00	31,600.00
	Contractual Services	173,500.00	222,600.00	90,000.00	486,100.00	15,000.00	471,100.00
	Travel	140,500.00	182,000.00	76,600.00	399,100.00	261,500.00	137,600.00
	Transfers and Grants Counterparts	0	0	0	0	0	0
	General Operating and Other Direct Costs	36,300.00	39,700.00	25,500.00	101,500.00	101,500.00	0
	Total	755,500.00	947,000.00	447,500.00	2,150,000.00	1,000,000.00	1,150,000.00
	Indirect costs (7%)	52,885.00	66,290.00	31,325.00	150,500.00	70,000.00	80,500.00
	GRAND TOTAL	808,385.00	1,013,290.00	478,825.00	2,300,500.00	1,070,000.00	1,230,500.00
Outcomes							
Outcome 1		130,500.00	100,500.00	69,000.00	300,000.00	0.00	300,000.00
Outcome 2		295,000.00	385,000.00	170,000.00	850,000.00	0.00	850,000.00
Outcome 3		230,000.00	270,000.00	40,000.00	540,000.00	540,000.00	0.00
Outcome 4		100,000.00	191,500.00	168,500.00	460,000.00	460,000.00	0.00
Total (Outcome 1 - Outcome 4)		755,500.00	947,000.00	447,500.00	2,150,000.00	1,000,000.00	1,150,000.00

Appendix - 2 : NPD Budget (BDT)

TPP for UN-REDD Bangladesh National Programme

Outcomes	Expected outputs	Economic Code/ Sub-code	Planned budget (BDT in lakh Taka)						Participating UN Agencies	
			Activity Description	Physical Unit	Year 1	Year 2	Year 3	Total	FAO	UNDP
Outcome 1	1.1 Public Awareness Raised	4801	Travelling Allowances (Transportation and DSA- Outcome/Output-wise allocation: Appendix-1/2/6)	Ls	11.70	6.24	6.24	24.18	0.00	24.18
Outcome 1	1.2 Consultation and Participation Plan	4801	Travelling Allowances (Transportation + DSA)	Ls	8.58	3.90	2.34	14.82	0.00	14.82
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4801	Travelling Allowances (Transportation + DSA)	Ls	1.56	0.00	0.00	1.56	0.00	1.56
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4801	Travelling Allowances (Transportation + DSA)	Ls	7.02	1.56	0.00	8.58	0.00	8.58
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4801	Travelling Allowances (Transportation + DSA)	Ls	3.12	1.56	0.00	4.68	0.00	4.68
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4801	Travelling Allowances (Transportation + DSA)	Ls	0.00	15.60	0.00	15.60	0.00	15.60
Outcome 2	2.5 Operationalizing REDD+ implementation	4801	Travelling Allowances (Transportation + DSA)	Ls	6.24	9.36	5.93	21.53	0.00	21.53
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4801	Travelling Allowances (Transportation + DSA)	Ls	0.00	3.90	1.56	5.46	0.00	5.46
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4801	Travelling Allowances (Transportation + DSA)	Ls	0.00	5.46	5.46	10.92	0.00	10.92
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4801	Travelling Allowances (Transportation + DSA)	Ls	39.00	27.30	0.00	66.30	66.30	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4801	Travelling Allowances (Transportation + DSA)	Ls	13.65	15.60	0.00	29.25	29.25	0.00
Outcome 3	3.3 RELs/RLs tested	4801	Travelling Allowances (Transportation + DSA)	Ls	7.80	21.06	11.70	40.56	40.56	0.00
Outcome 4	4.1 Capacities to implement the GHG inventory for the forest sector strengthened	4801	Travelling Allowances (Transportation + DSA)	Ls	10.92	17.16	14.04	42.12	42.12	0.00

Appendix - 2 : NPD Budget (BDT)

TPP for UN-REDD Bangladesh National Programme

Outcomes	Expected outputs	Economic Code/ Sub-code	Planned budget (BDT in lakh Taka)							Participating UN Agencies	
			Activity Description	Physical Unit	Year 1	Year 2	Year 3	Total	FAO	UNDP	
Outcome 4	4.2 Integrated forest information system developed	4801	Travelling Allowances (Transportation +DSA)	Ls	0.00	13.26	12.48	25.74	25.74	25.74	0.00
Outcome 1	1.1 Public Awareness Raised	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	5.09	5.09	5.09	15.26	15.26	0.00	15.26
Outcome 1	1.2 Consultation and Participation Plan	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	5.09	5.09	2.54	12.72	12.72	0.00	12.72
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	5.09	0.00	0.00	5.09	5.09	0.00	5.09
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	0.00	5.09	0.00	5.09	5.09	0.00	5.09
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	5.09	5.09	0.00	10.18	10.18	0.00	10.18
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	0.00	5.09	0.00	5.09	5.09	0.00	5.09
Outcome 2	2.5 Operationalizing REDD+ implementation	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	22.18	22.18	22.18	66.55	66.55	0.00	66.55
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	18.55	8.48	0.00	27.14	27.14	27.14	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	12.21	14.25	0.00	26.46	26.46	26.46	0.00
Outcome 3	3.3 RELs/RLs tested	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	3.39	23.75	6.78	33.92	33.92	33.92	0.00
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	14.25	18.32	14.25	46.81	46.81	46.81	0.00
Outcome 4	4.2 Integrated forest information system developed	4804	Contingent Staff (Ref: Staff list Appendix-4)	MM	1.70	16.96	16.96	35.62	35.62	35.62	0.00
Outcome 1	1.1 Public Awareness Raised	4874	Consultant (Ref: Consultant list Appendix-5)	MM	6.61	6.61	6.61	19.84	19.84	0.00	19.84
Outcome 1	1.2 Consultation and Participation Plan	4874	Consultant (Ref: Consultant list Appendix-5)	MM	6.61	6.61	3.31	16.53	16.53	0.00	16.53

Appendix - 2 : NPD Budget (BOT)

TPP for UN-REDD Bangladesh National Programme

Outcomes	Expected outputs	Economic Code/ Sub-code	Planned budget (BDT in lakh Taka)							Participating UN Agencies		
			Activity Description	Physical Unit	Year 1	Year 2	Year 3	Total	FAO	UNDP		
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4874	Consultant (Ref: Consultant list Appendix-5)	MM	6.61	0.00	0.00	6.61	0.00	6.61	0.00	6.61
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4874	Consultant (Ref: Consultant list Appendix-5)	MM	0.00	6.61	0.00	6.61	0.00	6.61	0.00	6.61
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4874	Consultant (Ref: Consultant list Appendix-5)	MM	6.61	6.61	0.00	13.22	0.00	13.22	0.00	13.22
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4874	Consultant (Ref: Consultant list Appendix-5)	MM	0.00	6.61	0.00	6.61	0.00	6.61	0.00	6.61
Outcome 2	2.5 Operationalizing REDD+ implementation	4874	Consultant (Ref: Consultant list Appendix-5)	MM	28.83	28.83	28.83	86.48	0.00	86.48	0.00	86.48
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4874	Consultant (Ref: Consultant list Appendix-5)	MM	24.24	11.02	0.00	35.26	35.26	0.00	0.00	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4874	Consultant (Ref: Consultant list Appendix-5)	MM	15.87	18.51	0.00	34.38	34.38	0.00	0.00	0.00
Outcome 3	3.3 RELs/RLs tested	4874	Consultant (Ref: Consultant list Appendix-5)	MM	4.41	30.85	8.82	44.08	44.08	0.00	0.00	0.00
Outcome 4	4.1 Capacities to implement the GHG inventory for the forest sector strengthened	4874	Consultant (Ref: Consultant list Appendix-5)	MM	18.51	23.80	18.51	60.83	60.83	0.00	0.00	0.00
Outcome 4	4.2 Integrated forest information system developed	4874	Consultant (Ref: Consultant list Appendix-5)	MM	2.20	22.04	22.04	46.28	46.28	0.00	0.00	0.00
Outcome 1	1.1 Public Awareness Raised	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials. Outcome/Output wise allocation: Appendix-1/2/6)	Ls	7.80	6.24	3.90	17.94	0.00	17.94	0.00	17.94
Outcome 1	1.2 Consultation and Participation Plan	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	7.80	3.90	2.34	14.04	0.00	14.04	0.00	14.04
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	2.34	0.00	0.00	2.34	0.00	2.34	0.00	2.34

Appendix - 2 : NPD Budget (BDT)

TPP for UN-REDD Bangladesh National Programme

Outcomes	Expected outputs	Economic Code/ Sub-code	Planned budget (BDT in lakh Taka)						Participating UN Agencies	
			Activity Description	Physical Unit	Year 1	Year 2	Year 3	Total	FAO	UNDP
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	1.56	1.56	0.00	3.12	0.00	3.12
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	4.68	3.12	0.00	7.80	0.00	7.80
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	0.00	11.70	0.00	11.70	0.00	11.70
Outcome 2	2.5 Operationalizing REDD+ implementation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	19.50	15.60	15.60	50.70	0.00	50.70
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	0.00	5.46	2.34	7.80	0.00	7.80
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	0.00	2.34	3.90	6.24	0.00	6.24
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	6.24	3.90	0.00	10.14	10.14	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	3.12	3.51	0.00	6.63	6.63	0.00
Outcome 3	3.3 RELs/RLs tested	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	0.00	4.68	0.00	4.68	4.68	0.00
Outcome 4	4.1 Capacities to implement the GHG inventory for the forest sector strengthened	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	0.78	0.78	0.78	2.34	2.34	0.00
Outcome 4	4.2 Integrated forest information system developed	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	0.00	2.34	0.00	2.34	2.34	0.00

Appendix - 2 : NPD Budget (BDT)

TPP for UN-REDD Bangladesh National Programme

Outcomes	Expected outputs	Economic Code/ Sub-code	Planned budget (BDT in lakh Taka)						Participating UN Agencies		
			Activity Description	Physical Unit	Year 1	Year 2	Year 3	Total	FAO	UNDP	
Outcome 1	1.1 Public Awareness Raised	4899	Other Expenses (Contractual Services. Outcome/Output wise allocation: Appendix-1/2/5)	LS	15.60	15.21	14.43	45.24	0.00	45.24	0.00
Outcome 1	1.2 Consultation and Participation Plan	4899	Other Expenses (Contractual Services)	LS	26.91	19.50	7.02	53.43	0.00	53.43	0.00
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4899	Other Expenses (Contractual Services)	LS	23.40	0.00	0.00	23.40	0.00	23.40	0.00
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4899	Other Expenses (Contractual Services)	LS	26.52	8.58	0.00	35.10	0.00	35.10	0.00
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4899	Other Expenses (Contractual Services)	LS	19.50	14.82	0.00	34.32	0.00	34.32	0.00
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4899	Other Expenses (Contractual Services)	LS	0.00	31.20	0.00	31.20	0.00	31.20	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4899	Other Expenses (Contractual Services)	LS	15.60	29.33	36.66	81.59	0.00	81.59	0.00
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4899	Other Expenses (Contractual Services)	LS	0.00	29.64	0.00	29.64	0.00	29.64	0.00
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4899	Other Expenses (Contractual Services)	LS	0.00	23.40	10.14	33.54	0.00	33.54	0.00
Outcome 3	3.3 RELs/RLs tested	4899	Other Expenses (Contractual Services)	LS	7.80	0.00	0.00	7.80	7.80	0.00	0.00
Outcome 4	4.2 Integrated forest information system developed	4899	Other Expenses (Contractual Services)	LS	0.00	1.95	1.95	3.90	3.90	0.00	0.00
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4899	Other Expenses (General Operating and Other Direct Costs. Outcome/Output wise allocation: Appendix-1/2/6)	LS	14.82	4.68	0.00	19.50	19.50	0.00	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4899	Other Expenses (General Operating and Other Direct Costs)	LS	1.01	1.72	0.00	2.73	2.73	0.00	0.00

Appendix - 2 : NPD Budget (BDT)

TPP for UN-REDD Bangladesh National Programme

Outcomes	Expected outputs	Economic Code/ Sub-code	Planned budget (BDT in lakh Taka)						Participating UN Agencies		
			Activity Description	Physical Unit	Year 1	Year 2	Year 3	Total	FAO	UNDP	
			Equipment, Vehicles, and Furniture including Depreciation		48.98	29.48	14.43	92.90	68.25	24.65	
			Contractual Services		135.33	173.63	70.20	379.16	11.70	367.46	
			Travel (Transportation +DSA)		109.59	141.96	59.75	311.30	203.97	107.33	
			General Operating and Other		28.31	30.97	19.89	79.17	79.17	0.00	
			Direct Costs								
			Total		589.29	738.66	349.05	1,677.00	780.00	897.00	
			Indirect costs (7%)		41.25	51.71	24.43	117.39	54.60	62.79	
			GRAND TOTAL		630.54	790.37	373.48	1,794.39	834.60	959.79	

Expected Outputs

- 1.1 Public Awareness Raised
- 1.2 Consultation and Participation Plan
- 2.1 Strengthen legal, policy and legislative framework for REDD+
- 2.2 Drivers of deforestation and forest degradation identified
- 2.3 Detailed understanding on the priority drivers of deforestation and forest degradation
- 2.4 REDD+ strategies to address drivers of deforestation and forest degradation
- 2.5 Operationalizing REDD+ implementation
- 2.6 Transparent system for national level management of REDD+ finance in place
- 2.7 Transparent system for local distribution of REDD+ incentives identified
- 3.1 Capacities for the development of Reference Emission Level strengthened.
- 3.2 National circumstances and historical data considered for RELs/RLs
- 3.3 RELs/RLs tested
- 4.1 Capacities to implement the GHG inventory for the forest sector strengthened
- 4.2 Integrated forest information system developed



Appendix-3 : Log Frame

National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>OUTCOME 1: Improved Stakeholder Awareness And Effective Stakeholder Engagement (Corresponds to R-PP Component 1)</p>	<p>Indicators: Especially non-government Stakeholders are able to actively engage in REDD+ decision-making processes using CPP</p>	<p>Baseline: some preliminary efforts and interests</p>	<p>Targets: By 20 months, evidence of CCP implementation</p>	<p>Means of verification: surveys, reports, mid-term and final evaluations. etc.</p>	
<p>Output 1.1: Public Awareness Raised</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Review available international materials on REDD+ and translate/adapt a selection, for distribution in country 2. Develop materials specific to the Bangladesh REDD+ Roadmap 3. Develop materials for use by local government extension workers and provide training 4. Explore opportunity for NGOs as extension agents and use them for extension work 5. Create and maintain website 	<p>Public awareness raised and REDD+ website operational</p>	<p>not known</p>	<p>by 12 months, website developed by 12 months, REDD+ related material (leaflet, booklet, poster etc.) in circulation by 36 months, stakeholder awareness raised (confirmed through survey)</p>	<p>Baseline and progress surveys Feedback and Reports from the extension worker REDD+ related Materials REDD+ Website of Bangladesh</p>	<p>UNDP</p>

National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>6. Awareness raising of forest dependent communities on REDD+ 7. Assess opportunities for radio, TV, cell-phone, billboard broadcasts dealing with forest sector issues, and implement as appropriate.</p>					
<p>Output 1.2: Consultation and Participation Plan</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Undertake detailed stakeholder analysis 2. Awareness raising of Stakeholders on RPP and REDD+ Readiness process 3. Validate stakeholder analysis through a national-level consultation process; 4. Engage existing CSO networks to ensure that RSF information circulates among civil society; 5. Commission studies into traditional decision-making systems, and design a system of communication focusing through the traditional decision-making systems 	<p>Consultation and participation plan formulated</p>	<p>Roadmap includes process for preparing Consultation and Participation Plan</p> <p>No existing materials on REDD+</p>	<p>by 14 months, Consultation and Participation Plan prepared.</p> <p>by 16 months, implementation of Plan has commenced.</p>	<p>Reports of consultation and participation activities (e.g. workshop reports)</p>	<p>UNDP</p>



National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>6. Prepare draft Consultation and Participation Plan, including full details of audience, communication tools, responsible parties, targets, costs, etc.;</p> <p>7. Elaborate a strategy for mainstreaming gender issues;</p> <p>8. Based on feedback from communications, continuously review the REDD+ SC and TWG membership to reflect changing stakeholder views and patterns;</p>					
<p>OUTCOME 2: NATIONAL REDD+ STRATEGY PREPARATION SUPPORTED (Corresponds to R-PP Component 2)</p>	<p>Indicators: National REDD+ Strategy prepared with technical inputs from the UN-REDD National Programme</p>	<p>Baseline: None</p>	<p>Targets: By the end of NP</p>	<p>Means of verification: Reports, meeting minutes, mid-term and final evaluations</p>	
<p>Output 2.1: Strengthen legal, policy and legislative framework for REDD+</p> <p>Indicative activities:</p> <p>1. Assess sectoral policies and laws where related to REDD+ (e.g. energy, agriculture) and provide policy recommendations, in particular with regards to harmonization;</p>	<p>Legal and policy gaps identified, legal, policy and legislative framework strengthened through stakeholder consultation,</p>	<p>preliminary drivers identified through stakeholder consultations</p>	<p>by 18 months, study completed on legal alignment of laws and policies.</p>	<p>Government Order (GO) Studies, reports and minutes</p>	<p>UNDP</p>



National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>2. Assess the institutional framework for forest management and governance (e.g. supply of forest resource, corruption risk-mapping of forest and public finance sectors, etc.). This will include an assessment of current forest management and current law enforcement;</p> <p>3. Consult and validate all recommendations with all concerned stakeholders;</p>					
<p>Output 2.2: Drivers of deforestation and forest degradation identified Indicative activities:</p> <ol style="list-style-type: none"> 1. Study on drivers deforestation and forest degradation to identify new drivers and to understand priorities 2. Initial analysis of all drivers of deforestation and forest degradation through studies in different forest areas – including quantitative assessment; 3. Initial analysis of climate change induced drivers of deforestation and degradation; 4. Consultation on the results of these assessments and selection of priority drivers to be addressed; 	<p>Drivers and causes of deforestation and forest degradation identified</p>	<p>preliminary drivers identified through stakeholder consultations</p>	<p>by 18 months, national study conducted to identify and assess drivers for deforestation and forest degradation;</p>	<p>GO Studies, reports and minutes</p>	<p>UNDP</p>
<p>Output 2.3: Detailed understanding on the priority drivers of deforestation and forest degradation Indicative activities:</p>	<p>Drivers of deforestation and forest degradation prioritised;</p>	<p>preliminary assessment on strategies through workshops and preliminary design</p>	<p>by 19 months, driver of deforestation and forest degradation prioritised;</p>	<p>GO</p>	<p>UNDP</p>



National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>1. Analyse results of national/regional consultation and 2a workshops on drivers of deforestation and forest degradation;</p> <p>2. Collect detailed information on priority drivers, including new ones, and undertake a detailed analysis of the drivers including detailed field level analysis;</p> <p>3. Assess national forest governance systems for effectiveness against drivers of deforestation and forest degradation;</p> <p>4. Identify conflicts within existing land use policies and determine needs for alignment;</p>		activities		Studies, minutes, reports, packages	
<p>Output 2.4</p> <p>REDD+ strategies to address drivers of deforestation and forest degradation</p> <p>Indicative activities:</p> <p>1. Develop options for policy and law-based approaches to addressing drivers (policies);</p> <p>2. Undertake analysis of governance at the district level....</p>	Different strategic options for addressing drivers of deforestation and forest degradation, stakeholder engagement, technical approaches at District level identified;	preliminary assessment on strategies through workshops and preliminary design activities	draft list of strategies prepared by 20 months; by 2 years, national study completed to identify and assess strategies;	GO Studies, minutes, reports, packages	UNDP

National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>3. Develop locally-specific activity packages for addressing drivers in CHT (including conflicts and land ownership issues) and other regions (measures);</p> <p>4. Develop strategic options for strengthening capacity (human, financial, and infrastructure) of local Forest Department offices and staff - do the capacity building (5000 per office);</p> <p>5. Undertake cost analysis and benefit analysis of: options for policies and laws; activity packages and strengthening Forest Department;</p> <p>6. Undertake capacity building of the local Forest Department Offices;</p>					
<p>2.5: Operationalizing REDD+ Implementation Indicative activities:</p> <p>1. Build capacity and undertake training of REDD+ Cell, RSC, TWGs, etc.;</p> <p>2. International support programme management arrangements;</p> <p>3. Conduct Mid-term and Final Evaluations</p>	<p>REDD+ Cell and All committees fully capacitated and operational</p>	<p>RSC, REDD+ Cell and TWGs working on a preliminary and temporary basis, not fully in line with guidance, and with limited operational capacity.</p>	<p>RSC, RSE, REDD+ Cell and TWGs all permanently established and functioning with full capacity and resources (after 18 months).</p>	<p>Minutes of meetings, IO and reports.</p>	<p>UNDP</p>
<p>Output 2.6: Transparent system for national level management of REDD+ finances in place Indicative activities:</p>	<p>Transparent system for REDD+ finances identified</p>	<p>Understanding is limited, no management system in place, although systems exist for other funds with</p>	<p>After two years, mechanisms for receiving international carbon credits are fully designed</p>	<p>Minutes of meetings, IO, reports and guidelines.</p>	<p>UNDP</p>

National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<ol style="list-style-type: none"> 1. Conduct study on the design of a body for management of international transactions in carbon credits; 2. Prepare options paper and recommendations for transparent and accountable management of national REDD+ revenues; 3. Analyse past 'best practice' in Bangladesh for implementing national-scale development projects; 4. Propose a National Authority for managing the receipt of international REDD+ funds in a transparent and efficient way; 		<p>other objectives</p>	<p>and being established- to international standards and in line with REDD+ guidance.</p>		
<p>Output 2.7: Transparent system for local distribution of REDD+ incentives</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Determine the basic needs of the positive incentive system for REDD+ at the local level; 2. Analyse existing benefit transfer systems in Bangladesh; 3. Prepare options paper and recommendations for transparent and accountable allocation of incentives to forest users as compensation for changed forest management and GHG emissions reduction; 	<p>Mechanism for REDD+ incentive distribution identified.</p>	<p>No management system in place for REDD+, although systems exist for other funds with other objectives.</p>	<p>After two years, mechanisms for allocating incentives or benefits designed and standardised in line with REDD+ guidance</p>	<p>Minutes of meetings, reports, documents, guidelines and GO</p>	<p>UNDP</p>

National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>4. Investigate options for lowering transaction costs for local forest managers;</p> <p>OUTCOME 3: Capacities to develop and test National Forest Reference Emission Level (REL) and/or Forest Reference Level (RL) are in place (Corresponds to RPP Component 3)</p>	<p>Indicators:</p> <p>Number of national or sub-national REL/RLs drafted and endorsed</p>	<p>Baseline:</p> <p>None</p>	<p>Targets:</p> <p>Two</p>	<p>Means of verification:</p> <p>Programme reports, mid-term and final evaluations</p>	
<p>Output 3.1. Capacities for the development of Reference Emission Level strengthened</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Capacity need assessment; 2. Building capacities in developing RELs/RLs; 	<p>Number of institutions with capacities for developing REL/RLs</p> <p>Number of individuals with capacities for developing REL/RLs</p>	<p>None</p>	<p>By 24 months, 3 institutions</p> <p>By 24 months, 15 individuals</p>	<p>Documents, reports and training materials</p>	<p>FAO</p>
<p>Output 3.2. National circumstances and historical data considered for RELs/RLs.</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Assess Bangladesh's National Circumstances; 2. Historical assessment of drivers of deforestation and forest degradation; 3. Data collection to support reference levels; 	<p>Report on national circumstances</p> <p>Number of adjustment factors for national circumstances</p> <p>Number of years for which historical data are available</p>	<p>No report</p> <p>No factors</p>	<p>By 18 months, assessment report completed</p> <p>By 18 months, two adjustment factors calculated</p> <p>By 24 months, 3 years of data regarding historical forest trends and drivers identified</p>	<p>Assessment reports, minutes of meetings, data records</p>	<p>FAO</p>

National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>Output 3.3 RELs/RLs tested Indicative activities: 1. Combine and harmonize historical forest area changes; 2. Develop a methodology to assess past forest land area changes; 3. Testing different RELs/RLs and possibilities of sub-national RELs/RLs;</p>	<p>Number of different RELs/RLs for the forestry sector tested</p>	<p>Some existing data/information on climate change impacts None</p>	<p>By 36 months, two REL/RLs have been tested at pilot sites and data are available at a central database</p>	<p>Minutes, data, and reports on RELs/RLs</p>	<p>FAO</p>
<p>OUTCOME 4: National Forest Information System can be used to Develop a National Greenhouse Gas Inventory for the Forest Sector</p>	<p>Indicator: GHG-I report for the forest sector</p>	<p>Baseline: None</p>	<p>Targets: One GHG-I report</p>	<p>Means of verification: mid-term and final evaluations</p>	
<p>Output 4.1: Capacities to implement the GHG inventory for the forest sector strengthened Indicative activities: 1. Review and updating of MRV Action Plan; 2. Organization of regular MRV meetings; 3. Support to Institutional Arrangements for GHG National Inventory System for the LULUCF sector;</p>	<p>Number of trained personnel in GHG inventory; Institutional Arrangements for GHG National Inventory system established in FD; Facilities for GHG inventory developed.</p>	<p>None No institutional arrangements for GHG-I for the forestry sector Limited facilities for national GHG-I</p>	<p>By 36 months, 15 government personnel trained in GHG-I By 24 months, institutional arrangement for GHG-I established By 36 months, institutional capacity for GHG-I developed</p>	<p>GO Reports, minutes, training materials and proceedings</p>	<p>FAO</p>

National Programme outcomes, outputs and activities	Indicators (for outcomes and outputs)	Baseline (for outcomes and outputs)	Target (for outcomes and outputs)	Means of Verification	Participating UN organization
<p>4. Technical capacity building for the GHG inventory for the LULUCF sector</p> <p>Output 4.2: Integrated forest information system developed</p> <p>Indicative activities:</p> <ol style="list-style-type: none"> 1. Support integration of sub-national activities into the national system; 2. Support to logistics, equipment and software needs for the information system 3. Documentation of methods and data collection for forest monitoring 4. Information system supported by adequate data management system and calculation process 5. Establishment of the Forest Management Information System 	<p>Central forest Information system database in RIMS Unit,</p> <p>Number of government institutions linked by Data sharing agreements</p> <p>Forest management and monitoring system and guidelines developed</p> <p>None</p>	<p>Inadequate forest information system</p> <p>Limited monitoring system or guidelines</p>	<p>By 24 months, one online forest information system database developed and hosted at RIMS unit</p> <p>By 12 months, data sharing agreement signed between four institutions</p> <p>By 36 months, national forest management information system operational, with guidelines for data collection,</p>	<p>Reports, minutes, training materials, operational database</p>	<p>FAO</p>

List of Contingent (Project Management Unit) Staff

Appendix-4

Economic Code/ Sub-code	Economic Code/ Sub-code Description	Unit	Contract Duration	Salary/mm (In Lakh Taka))	Total Cost (In Lakh Taka))
4804	Project Manager (PMU)	mm	36	2.34	84.24
4804	Finance and Accounts Officer (PMU)	mm	36	1.17	42.12
4804	Communication Expert (PMU)	mm	36	1.56	56.16
4804	Governance Expert (PMU)	mm	36	1.56	56.16
4804	Adminstration Assistant (PMU)	mm	36	0.78	28.08
4804	Programme Secretary (PMU)	mm	36	0.64	23.17
	Total PMU Staff	mm	216		289.93

List of Consultant

Appendix-5
(In Lakh Taka)

Sub-Code	Consultant/ Expert	Unit	Physical Quantity	Remuneration/ mm	Financial Amount
4874	National Consultant - Website Development Specialist	mm	4	2.34	9.36
4874	National Consultant - REDD+ Awareness and Material Development Specialist	mm	6	2.34	14.04
4874	National Consultant - Legal, Policy and Legislative framework for REDD+ Specialist	mm	8	2.34	18.72
4874	National Consultant - Deforestation and Forest Degradation Drivers Identification Specialist	mm	9	2.34	21.06
4874	National Consultant - REDD+ Strategy Specialist	mm	6	2.34	14.04
4874	National Consultant - Capacity Need Assessment Specialist	mm	4	2.34	9.36
4874	National Consultant - Institutional arrangements Specialist	mm	6	2.34	14.04
4874	International Consultant - REL/RL & sub-national REL/RLs capacity building, Development and Validation Specialist	mm	4	9.36	37.44
4874	National Consultant - REL/RL & sub-national REL/RLs capacity building, Development and Validation Specialist	mm	16	2.34	37.44
4874	National Consultant - Policy and Law Analysis and Governance Specialist	mm	6	2.34	14.04
4874	National Consultant - Climate Change Vulnerability Assessment Specialist	mm	4	2.34	9.36
4874	National Consultant - Forest Cover and Carbon Stock Change assessment Specialist	mm	6	2.34	14.04
4874	National Consultant-Deforestation and Degradation Assessment Specialist	mm	9	2.34	21.06
4874	National Consultant - Remote Sensing Specialist	mm	9	2.34	21.06
4874	National Consultant - MRV Specialist	mm	6	2.34	14.04
4874	International Consultant- Technical capacity building on the GHG inventory for the LULUCF sector and Institutional Support Specialist	mm	3	9.36	28.08
4874	National Consultant - Technical capacity building on the GHG inventory for the LULUCF sector and Institutional Support Specialist	mm	16	2.34	37.44
4874	International Consultant - Data Management System, integration and Documentation Support Specialist	mm	2	9.36	18.72
4874	National Consultant - Data Collection Data Management System, integration and Documentation Specialist	mm	10	2.34	23.4
	Total	mm	134		376.74
			9	28.080	84.240

Appendix-6: Breakdown of Annexure -1

(Taka in Lakh)

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)		Year-1 (2015-2016)		Total		
					Physical Quantity/ UNIT	GOB	PA (RPA)	Physical Quantity/ UNIT		GOB	PA (RPA)
(a) Revenue component											
Outcome 1	1.1 Public Awareness Raised	4801	Travelling Allowances (Transportation and DSA- Outcome/Output wise allocation: Appendix-1/2/6)	Ls	-	24.18	24.18	Ls	-	11.70	11.70
Outcome 1	1.2 Consultation and Participation Plan	4801	Travelling Allowances (Transportation +DSA)	Ls	-	14.82	14.82	Ls	-	8.58	8.58
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4801	Travelling Allowances (Transportation +DSA)	Ls	-	1.56	1.56	Ls	-	1.56	1.56
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4801	Travelling Allowances (Transportation +DSA)	Ls	-	8.58	8.58	Ls	-	7.02	7.02
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4801	Travelling Allowances (Transportation +DSA)	Ls	-	4.68	4.68	Ls	-	3.12	3.12
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4801	Travelling Allowances (Transportation +DSA)	Ls	-	15.60	15.60	Ls	-	0.00	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4801	Travelling Allowances (Transportation +DSA)	Ls	-	21.53	21.53	Ls	-	6.24	6.24
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4801	Travelling Allowances (Transportation +DSA)	Ls	-	5.46	5.46	Ls	-	0.00	0.00
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4801	Travelling Allowances (Transportation +DSA)	Ls	-	10.92	10.92	Ls	-	0.00	0.00

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Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)			Year-1 (2015-2016)			
					Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4801	Travelling Allowances (Transportation +DSA)	Ls	-	66.30	66.30	-	-	39.00	39.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4801	Travelling Allowances (Transportation +DSA)	Ls	-	29.25	29.25	-	-	13.65	13.65
Outcome 3	3.3 RELs/RLs tested	4801	Travelling Allowances (Transportation +DSA)	Ls	-	40.56	40.56	-	-	7.80	7.80
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4801	Travelling Allowances (Transportation +DSA)	Ls	-	42.12	42.12	-	-	10.92	10.92
Outcome 4	4.2 Integrated forest information system developed	4801	Travelling Allowances (Transportation +DSA)	Ls	-	25.74	25.74	-	-	0.00	0.00
Outcome 1	1.1 Public Awareness Raised	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	-	15.26	15.26	-	-	5.09	5.09
Outcome 1	1.2 Consultation and Participation Plan	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	-	12.72	12.72	-	-	5.09	5.09
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	-	5.09	5.09	-	-	5.09	5.09
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	-	5.09	5.09	-	-	0.00	0.00
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	-	10.18	10.18	-	-	5.09	5.09
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	-	5.09	5.09	-	-	0.00	0.00

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)		Year-1 (2015-2016)					
					Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total
Outcome 2	2.5 Operationalizing REDD+ implementation	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	49.6	-	66.55	66.55	16.5	-	22.18	22.18
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	20.2	-	27.14	27.14	13.9	-	18.66	18.66
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	19.7	-	26.46	26.46	9.1	-	12.21	12.21
Outcome 3	3.3 RELs/RLs tested	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	25.3	-	33.92	33.92	2.5	-	3.39	3.39
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	34.9	-	46.81	46.81	10.6	-	14.25	14.25
Outcome 4	4.2 Integrated forest information system developed	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	26.5	-	35.62	35.62	1.3	-	1.70	1.70
Outcome 1	1.1 Public Awareness Raised	4874	Consultant (Ref. Consultant list Appendix-5)	MM	7.1	-	19.84	19.84	2.4	-	6.61	6.61
Outcome 1	1.2 Consultation and Participation Plan	4874	Consultant (Ref. Consultant list Appendix-5)	MM	5.9	-	16.53	16.53	2.4	-	6.61	6.61
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4874	Consultant (Ref. Consultant list Appendix-5)	MM	2.4	-	6.61	6.61	2.4	-	6.61	6.61
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4874	Consultant (Ref. Consultant list Appendix-5)	MM	2.4	-	6.61	6.61	-	-	0.00	0.00
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4874	Consultant (Ref. Consultant list Appendix-5)	MM	4.7	-	13.22	13.22	2.4	-	6.61	6.61

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)		Year-1 (2015-2016)		Total	
					Physical Quantity/ UNIT	PA (RPA)	GOB	PA (RPA)		GOB
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4874	Consultant (Ref: Consultant list Appendix-5)	MM	2.4	6.61	-	0.00	6.61	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4874	Consultant (Ref: Consultant list Appendix-5)	MM	30.8	86.48	-	28.83	86.48	28.83
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4874	Consultant (Ref: Consultant list Appendix-5)	MM	12.5	35.26	-	24.24	35.26	24.24
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4874	Consultant (Ref: Consultant list Appendix-5)	MM	12.2	34.38	-	15.87	34.38	15.87
Outcome 3	3.3 RELs/RLs tested	4874	Consultant (Ref: Consultant list Appendix-5)	MM	15.7	44.08	-	4.41	44.08	4.41
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4874	Consultant (Ref: Consultant list Appendix-5)	MM	21.6	60.83	-	18.51	60.83	18.51
Outcome 4	4.2 Integrated forest information system developed	4874	Consultant (Ref: Consultant list Appendix-5)	MM	16.5	46.28	-	2.20	46.28	2.20
Outcome 1	1.1 Public Awareness Raised	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials. Outcome/Output wise allocation: Appendix-1/2/6)	Ls	Ls	17.94	-	7.80	17.94	7.80
Outcome 1	1.2 Consultation and Participation Plan	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	Ls	14.04	-	7.80	14.04	7.80
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	Ls	2.34	-	2.34	2.34	2.34

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)			Year-1 (2015-2016)			
					Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	3.12	3.12	-	-	1.56	1.56
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	7.80	7.80	-	-	4.68	4.68
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	11.70	11.70	-	-	0.00	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	50.70	50.70	-	-	19.50	19.50
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	7.80	7.80	-	-	0.00	0.00
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	6.24	6.24	-	-	0.00	0.00
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	10.14	10.14	-	-	6.24	6.24
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	6.63	6.63	-	-	3.12	3.12
Outcome 3	3.3 RELs/RLs tested	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	4.68	4.68	-	-	0.00	0.00

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Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)		Year-1 (2015-2016)		Total
					Physical Quantity/ UNIT	GOB	PA (RPA)	Physical Quantity/ UNIT	
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	2.34	-	2.34	0.78
Outcome 4	4.2 Integrated forest information system developed	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	2.34	-	2.34	0.00
Outcome 1	1.1 Public Awareness Raised	4899	Other Expenses (Contractual Services. Outcome/Output wise allocation: Appendix-1/2/6)	Ls	-	45.24	-	45.24	15.60
Outcome 1	1.2 Consultation and Participation Plan	4899	Other Expenses (Contractual Services)	Ls	-	53.43	-	53.43	26.91
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4899	Other Expenses (Contractual Services)	Ls	-	23.40	-	23.40	23.40
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4899	Other Expenses (Contractual Services)	Ls	-	35.10	-	35.10	26.52
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4899	Other Expenses (Contractual Services)	Ls	-	34.32	-	34.32	19.50
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4899	Other Expenses (Contractual Services)	Ls	-	31.20	-	31.20	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4899	Other Expenses (Contractual Services)	Ls	-	81.59	-	81.59	15.60
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4899	Other Expenses (Contractual Services)	Ls	-	29.64	-	29.64	0.00

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)			Year-1 (2015-2016)			
					Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4899	Other Expenses (Contractual Services)	Ls	-	33.54	33.54	-	0.00	0.00	
Outcome 3	3.3 RELs/RLs tested	4899	Other Expenses (Contractual Services)	Ls	-	7.80	7.80	-	7.80	7.80	
Outcome 4	4.2 Integrated forest information system developed	4899	Other Expenses (Contractual Services)	Ls	-	3.90	3.90	-	0.00	0.00	
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4899	Other Expenses (General Operating and Other Direct Costs. Outcome/Output wise allocation: Appendix-1/2/6)	Ls	-	19.50	19.50	-	14.82	14.82	
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4899	Other Expenses (General Operating and Other Direct Costs)	Ls	-	2.73	2.73	-	1.01	1.01	
Outcome 3	3.3 RELs/RLs tested	4899	Other Expenses (General Operating and Other Direct Costs)	Ls	-	3.90	3.90	-	0.00	0.00	
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4899	Other Expenses (General Operating and Other Direct Costs)	Ls	-	41.34	41.34	-	12.48	12.48	
Outcome 4	4.2 Integrated forest information system developed	4899	Other Expenses (General Operating and Other Direct Costs)	Ls	-	11.70	11.70	-	0.00	0.00	
Sub-total Revenue Component						-	1,584.10	1,584.10	-	540.31	540.31
(b) Capital Component											
Outcome 2	2.5 Operationalizing REDD+ implementation	6800-6899	Equipment, Vehicles and Furniture including Depreciation	Ls	-	2465	2465	-	2465	2465	

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Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)			Year-1 (2015-2016)				
					Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total
Outcome 2	2.5 Operationalizing REDD+ implementation	6815	Desktop Computer	Number	6	-	6.00	6.00	6	-	6.00	6.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6815	Laptop Computer	Number	6	-	6.00	6.00	6	-	6.00	6.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6819	Laser Printer	Number	2	-	3.00	3.00	2	-	3.00	3.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6819	Scanner	Number	1	-	0.65	0.65	1	-	0.65	0.65
Outcome 2	2.5 Operationalizing REDD+ implementation	6869	Air-cooler (Split)	Number	2	-	2.00	2.00	2	-	2.00	2.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6821	Furniture	Ls	Ls	-	7.00	7.00	Ls	-	7.00	7.00
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened	6800 6899	Equipment Vehicles and Furniture including Depreciation	Ls	Ls	-	9.36	9.36	Ls	-	6.24	6.24
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened	6813	Survey Equipments	Ls	Ls	-	9.36	9.36	Ls	-	6.24	6.24
Outcome 3	3.2 National Institutions and Policies (RELS)	6800 6899	Equipment Vehicles and Furniture including Depreciation	Ls	Ls	-	195	195	Ls	-	10.94	10.94

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Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Total (Year 1 to Year 4)			Year-1 (2015-2016)			
					Physical Quantity/ UNIT	GOB	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	6817	Computer softwar	Ls	-	1.95	1.95	-	1.95	1.95	
Outcome 3	3.3 RELs/RLs tested	6813	GPS	Number	17	17.16	17.16	-	17.16	17.16	
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	6851	Others	Ls	-	14.82	14.82	-	5.46	5.46	
Outcome 4	4.2 Integrated forest information system developed	6800 6899	Equipment Vehicles and Furniture including Depreciation	Ls	-	24.96	24.96	-	11.70	11.70	
Outcome 4	4.2 Integrated forest information system developed	6815	Server	Number	1	24.96	24.96	-	24.96	24.96	
Sub-total Capital Component											
Outcome 1-4	Indirect costs (7%)	4800-6800	Revenue-Capital	Ls	-	185.80	185.80	-	129.40	129.40	
					Ls	-	117.39	117.39	-	41.25	41.25
					Ls	-	1887.29	1887.29	-	710.96	710.96
					Ls	-	92.90	92.90	-	48.98	48.98
Total Project Cost (Revenue+Capital):					Ls	-	1,794.4	1,794.4	-	662.0	662.0

Appendix-6: Breakdown of Annexure -I

(Taka in Lakh)

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Year-2 (2016-2017)		Year-3 (2017-2018)		Total	
					Physical Quantity / UNIT	GOB PA (RPA)	Physical Quantity / UNIT	GOB PA (RPA)		
(a) Revenue component										
Outcome 1	1.1 Public Awareness Raised	4801	Travelling Allowances (Transportation and DSA- Outcome/Output wise allocation: Appendix-1/2/6)	Ls	Ls	6.24	6.24	Ls	6.24	6.24
Outcome 1	1.2 Consultation and Participation Plan	4801	Travelling Allowances (Transportation + DSA)	Ls	Ls	3.90	3.90	Ls	2.34	2.34
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4801	Travelling Allowances (Transportation + DSA)	Ls	Ls	0.00	0.00	Ls	0.00	0.00
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4801	Travelling Allowances (Transportation + DSA)	Ls	Ls	1.56	1.56	Ls	0.00	0.00
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4801	Travelling Allowances (Transportation + DSA)	Ls	Ls	1.56	1.56	Ls	0.00	0.00
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4801	Travelling Allowances (Transportation + DSA)	Ls	Ls	15.60	15.60	Ls	0.00	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4801	Travelling Allowances (Transportation + DSA)	Ls	Ls	9.36	9.36	Ls	5.93	5.93
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4801	Travelling Allowances (Transportation + DSA)	Ls	Ls	3.90	3.90	Ls	1.56	1.56
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4801	Travelling Allowances (Transportation + DSA)	Ls	Ls	5.46	5.46	Ls	5.46	5.46

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Year-2 (2016-2017)		Year-3 (2017-2018)					
					Physical Quantity / UNIT	GOR	PA (RPA)	Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4801	Travelling Allowances (Transportation +DSA)	Ls	-	27.30	27.30	-	0.00	0.00	0.00	
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4801	Travelling Allowances (Transportation +DSA)	Ls	-	15.60	15.60	-	0.00	0.00	0.00	
Outcome 3	3.3 RELs/RLs tested	4801	Travelling Allowances (Transportation +DSA)	Ls	-	21.06	21.06	-	11.70	11.70	11.70	
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4801	Travelling Allowances (Transportation +DSA)	Ls	-	17.16	17.16	-	14.04	14.04	14.04	
Outcome 4	4.2 Integrated forest information system developed	4801	Travelling Allowances (Transportation +DSA)	Ls	-	13.26	13.26	-	12.48	12.48	12.48	
Outcome 1	1.1 Public Awareness Raised	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	3.8	-	5.09	-	5.09	-	5.09	
Outcome 1	1.2 Consultation and Participation Plan	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	3.8	-	5.09	-	2.54	-	2.54	
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	-	-	0.00	-	0.00	-	0.00	
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	3.8	-	5.09	-	0.00	-	0.00	
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	3.8	-	5.09	-	0.00	-	0.00	
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	3.8	-	5.09	-	0.00	-	0.00	

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Year-2 (2016-2017)		Year-3 (2017-2018)		Total	PA (RPA)	GOB	Physical Quantity/ UNIT	Total	PA (RPA)	Total
					Physical Quantity / UNIT	GOB	PA (RPA)	Physical Quantity/ UNIT							
Outcome 2	2.5 Operationalizing REDD+ implementation	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	16.5	-	22.18	16.5	22.18	-	22.18	22.18	22.18	22.18	22.18
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	6.3	-	8.48	-	8.48	-	0.00	8.48	8.48	0.00	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	10.6	-	14.25	-	14.25	-	0.00	14.25	14.25	0.00	0.00
Outcome 3	3.3 RELs/RLs tested	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	17.7	-	23.75	5.1	23.75	-	6.78	23.75	23.75	6.78	6.78
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	13.6	-	18.32	10.6	18.32	-	14.25	18.32	18.32	14.25	14.25
Outcome 4	4.2 Integrated forest information system developed	4804	Contingent Staff (Ref. Staff list Appendix-4)	MM	12.6	-	16.96	12.6	16.96	-	16.96	16.96	16.96	16.96	16.96
Outcome 1	1.1 Public Awareness Raised	4874	Consultant (Ref. Consultant list Appendix-5)	MM	2.4	-	6.61	2.4	6.61	-	6.61	6.61	6.61	6.61	6.61
Outcome 1	1.2 Consultation and Participation Plan	4874	Consultant (Ref. Consultant list Appendix-5)	MM	2.4	-	6.61	1.2	6.61	-	3.31	6.61	6.61	3.31	3.31
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4874	Consultant (Ref. Consultant list Appendix-5)	MM	-	-	0.00	-	0.00	-	0.00	0.00	0.00	0.00	0.00
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4874	Consultant (Ref. Consultant list Appendix-5)	MM	2.4	-	6.61	2.4	6.61	-	0.00	6.61	6.61	0.00	0.00
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4874	Consultant (Ref. Consultant list Appendix-5)	MM	2.4	-	6.61	2.4	6.61	-	0.00	6.61	6.61	0.00	0.00

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Year-2 (2016-2017)		Year-3 (2017-2018)		Total	
					Physical Quantity / UNIT	GOB PA (RPA)	Physical Quantity / UNIT	GOB PA (RPA)		
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4874	Consultant (Ref: Consultant list Appendix-5)	MM	2.4	6.61	-	0.00	6.61	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4874	Consultant (Ref: Consultant list Appendix-5)	MM	10.3	28.83	-	28.83	28.83	28.83
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4874	Consultant (Ref: Consultant list Appendix-5)	MM	3.9	11.02	-	0.00	11.02	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4874	Consultant (Ref: Consultant list Appendix-5)	MM	6.6	18.51	-	0.00	18.51	0.00
Outcome 3	3.3 RELs/RLs tested	4874	Consultant (Ref: Consultant list Appendix-5)	MM	11.0	30.85	-	8.82	30.85	8.82
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4874	Consultant (Ref: Consultant list Appendix-5)	MM	8.5	23.80	-	18.51	23.80	18.51
Outcome 4	4.2 Integrated forest information system developed	4874	Consultant (Ref: Consultant list Appendix-5)	MM	7.8	22.04	-	22.04	22.04	22.04
Outcome 1	1.1 Public Awareness Raised	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials. Outcome/Output wise allocation: Appendix-1/2/6)	Ls	Ls	6.24	-	3.90	6.24	3.90
Outcome 1	1.2 Consultation and Participation Plan	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	Ls	3.90	-	2.34	3.90	2.34
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	Ls	0.00	-	0.00	0.00	0.00

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Year-2 (2016-2017)		Year-3 (2017-2018)		Total	Total
					Physical Quantity / UNIT	GOB PA (RPA)	Physical Quantity / UNIT	GOB PA (RPA)		
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	1.56	-	0.00	1.56	0.00
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	3.12	-	0.00	3.12	0.00
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	11.70	-	0.00	11.70	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	15.60	-	15.60	15.60	15.60
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	5.46	-	2.34	5.46	2.34
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	2.34	-	3.90	2.34	3.90
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	3.90	-	0.00	3.90	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	3.51	-	0.00	3.51	0.00
Outcome 3	3.3 RELs/RLs tested	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	4.68	-	0.00	4.68	0.00

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Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Year-2 (2016-2017)		Year-3 (2017-2018)		Total
					Physical Quantity / UNIT	GOB PA (RPA)	Physical Quantity / UNIT	GOB PA (RPA)	
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	0.78	-	0.78	0.78
Outcome 4	4.2 Integrated forest information system developed	4828	Stationery, Seal & Stamps (Supplies, Commodities, Materials)	Ls	-	2.34	-	2.34	0.00
Outcome 1	1.1 Public Awareness Raised	4899	Other Expenses (Contractual Services. Outcome/Output wise allocation: Appendix-1/2/6)	Ls	-	15.21	-	15.21	14.43
Outcome 1	1.2 Consultation and Participation Plan	4899	Other Expenses (Contractual Services)	Ls	-	19.50	-	19.50	7.02
Outcome 2	2.1 Strengthen legal, policy and legislative framework for REDD+	4899	Other Expenses (Contractual Services)	Ls	-	0.00	-	0.00	0.00
Outcome 2	2.2 Drivers of deforestation and forest degradation identified	4899	Other Expenses (Contractual Services)	Ls	-	8.58	-	8.58	0.00
Outcome 2	2.3 Detailed understanding on the priority drivers of deforestation and forest degradation	4899	Other Expenses (Contractual Services)	Ls	-	14.82	-	14.82	0.00
Outcome 2	2.4 REDD+ strategies to address drivers of deforestation and forest degradation	4899	Other Expenses (Contractual Services)	Ls	-	31.20	-	31.20	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	4899	Other Expenses (Contractual Services)	Ls	-	29.33	-	29.33	36.66
Outcome 2	2.6 Transparent system for national level management of REDD+ finance in place	4899	Other Expenses (Contractual Services)	Ls	-	29.64	-	29.64	0.00

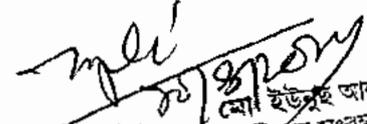
Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Year-2 (2016-2017)		Year-3 (2017-2018)		Total	PA (RPA)	GOB	PA (RPA)	Total
					Physical Quantity / UNIT	GOB	PA (RPA)	Physical Quantity / UNIT					
Outcome 2	2.7 Transparent system for local distribution of REDD+ incentives identified	4899	Other Expenses (Contractual Services)	Ls	-	23.40	-	23.40	23.40	-	-	10.14	10.14
Outcome 3	3.3 RELs/RLs tested	4899	Other Expenses (Contractual Services)	Ls	-	0.00	-	0.00	0.00	-	-	0.00	0.00
Outcome 4	4.2 Integrated forest information system developed	4899	Other Expenses (Contractual Services)	Ls	-	1.95	-	1.95	1.95	-	-	1.95	1.95
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	4899	Other Expenses (General Operating and Other Direct Costs. Outcome/Output wise allocation: Appendix-1/2/6)	Ls	-	4.68	-	4.68	4.68	-	-	0.00	0.00
Outcome 3	3.2 National circumstances and historical data considered for RELs/RLs	4899	Other Expenses (General Operating and Other Direct Costs)	Ls	-	1.72	-	1.72	1.72	-	-	0.00	0.00
Outcome 3	3.3 RELs/RLs tested	4899	Other Expenses (General Operating and Other Direct Costs)	Ls	-	3.90	-	3.90	3.90	-	-	0.00	0.00
Outcome 4	4.1 Capacities to implement the GHG Inventory for the forest sector strengthened	4899	Other Expenses (General Operating and Other Direct Costs)	Ls	-	15.21	-	15.21	15.21	-	-	13.65	13.65
Outcome 4	4.2 Integrated forest information system developed	4899	Other Expenses (General Operating and Other Direct Costs)	Ls	-	5.46	-	5.46	5.46	-	-	6.24	6.24
Sub-total Revenue Component									709.18				334.62
(b) Capital Component													
Outcome 3	3.3 Operationalizing REDD+ implementation	6800	Equipment, Vehicles and Furniture including Depreciation	Ls	-	0.00	-	0.00	0.00	-	-	0.00	0.00
Sub-total Capital Component													

Outcome	Expected Outputs	Economic code/ Sub-code	Code Description	Physical Unit	Year-2 (2016-2017)		Year-3 (2017-2018)		Total	Physical Quantity/ UNIT	GOB	PA (RPA)	Total
					Physical Quantity / UNIT	PA (RPA)	GOB	PA (RPA)					
Outcome 2	2.5 Operationalizing REDD+ implementation	6815	Desktop Computer	Number	-	0.00	-	0.00	0.00	-	-	0.00	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6815	Laptop Computer	Number	-	0.00	-	0.00	0.00	-	-	0.00	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6819	Laser Printer	Number	-	0.00	-	0.00	0.00	-	-	0.00	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6819	Scanner	Number	-	0.00	-	0.00	0.00	-	-	0.00	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6869	Air-cooler (Split)	Number	-	0.00	-	0.00	0.00	-	-	0.00	0.00
Outcome 2	2.5 Operationalizing REDD+ implementation	6821	Furniture	Ls	-	0.00	-	0.00	0.00	-	-	0.00	0.00
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	6800-6899	Equipment, Vehicles and Furniture including Depreciation	Ls	-	3.12	-	3.12	3.12	-	-	0.00	0.00
Outcome 3	3.1 Capacities for the development of Reference Emission Level strengthened.	6813	Survey Equipments	Ls	-	3.12	-	3.12	3.12	-	-	0.00	0.00
Outcomes	3.2 National circumstances and historical data consistency for REDD/RMS	6800-6899	Equipment, Vehicles and Furniture including Depreciation	Ls	-	3.12	-	3.12	3.12	-	-	0.00	0.00



Appendix -7: প্রত্যয়ন পত্র

এই মর্মে প্রত্যয়ন করা যাইতেছে যে, বন অধিদপ্তরে বাস্তবায়িত অন্যান্য প্রকল্পের কার্যক্রমের সাথে “UN-REDD Bangladesh National Programme (ইউএন-রেড বাংলাদেশ জাতীয় কর্মসূচী)” শীর্ষক প্রকল্পের কার্যক্রমের কোন দ্বৈততা নাই।


মোঃ ইউরুছ আলী
প্রধান বন সংরক্ষক
বন অধিদপ্তর, বাংলাদেশ
বন অধিদপ্তর।
০২

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
পরিকল্পনা কমিশন
কৃষি, পানি সম্পদ ও পল্লী প্রতিষ্ঠান বিভাগ
বন, মাৎস্য ও প্রাণিসম্পদ উইং

বিষয়: পরিবেশ ও বন মন্ত্রণালয় কর্তৃক প্রস্তাবিত "ইউ-এন রেড বাংলাদেশ জাতীয় কর্মসূচী" প্রকল্পের এসপিইসি সভার কার্যবিবরণী

পরিকল্পনা কমিশনের কৃষি, পানি সম্পদ ও পল্লী প্রতিষ্ঠান বিভাগের সদস্য জনাব এ এন সামসুদ্দিন আজাদ চৌধুরী এর সভাপতিত্বে পরিবেশ ও বন মন্ত্রণালয় কর্তৃক প্রস্তাবিত "ইউ-এন রেড বাংলাদেশ জাতীয় কর্মসূচী" শীর্ষক প্রকল্পের ওপর গত ১০-০৩-২০১৬ তারিখে বিশেষ প্রকল্প মূল্যায়ন কমিটি (এসপিইসি) সভা অনুষ্ঠিত হয়। সভায় উপস্থিত কর্মকর্তাদের তালিকা সংযোজনী ক-তে দেখা যেতে পারে।

২। উপস্থাপনা :

সভাপতি সভায় উপস্থিত সকলকে স্বাগত জানিয়ে সভার কার্যক্রম আরম্ভ করেন। সভাপতির অনুমতিক্রমে কৃষি, পানিসম্পদ ও পল্লী প্রতিষ্ঠান বিভাগের যুগ্ম-প্রধান প্রকল্পটি গ্রহণের প্রেক্ষাপট তুলে ধরেন। তিনি বলেন যে, প্রয়োজনীয় REDD+ Management Process স্থাপন, National REDD+ Strategy সম্পাদন করার জন্য Strategic Readiness Option চিহ্নিতকরণ এবং REDD+ বাস্তবায়ন আরম্ভ করার বিষয়ে সক্ষমতা বৃদ্ধির মাধ্যমে Reducing Emissions from Deforestation and Forest Degradation (REDD+) Readiness Roadmap বাস্তবায়নে বাংলাদেশ সরকারকে সহযোগিতা প্রদান, বৃক্ষ নিধনের ফলে সৃষ্ট দূষণ হ্রাস, বনের কার্বন মজুদ সংরক্ষণ করা, টেকসই বন ব্যবস্থাপনা, বনের কার্বন মজুদ বৃদ্ধি ইত্যাদি উদ্দেশ্য বাস্তবায়নের লক্ষ্যে পরিবেশ ও বন মন্ত্রণালয় সম্পূর্ণ বৈদেশিক সহায়তায় ১৭৯৪.৩৯ লক্ষ (সতের কোটি চুরানব্বই লক্ষ উনচত্ব্বিশ হাজার) টাকা প্রাকালিত ব্যয়ে জুলাই, ২০১৫ থেকে জুন, ২০১৮ পর্যন্ত মেয়াদে বাস্তবায়নের নিমিত্ত আলোচ্য কারিগরি সহায়তা প্রকল্পটি প্রস্তাব করেছে।

৩। আলোচনা :

৩.১ আলোচনার শুরুতে সভাপতি প্রকল্পটির উদ্দেশ্য ও গুরুত্ব সম্পর্কে জানতে চান। এবিষয়ে পরিবেশ ও বন মন্ত্রণালয়ের প্রতিনিধি জানান যে, বাংলাদেশে জলবায়ু পরিবর্তনের কারণে বিশ্বের সবচেয়ে সংকটাপন্ন দেশসমূহের অন্যতম। Conference of the parties (COP) গ্রীন হাউজ গ্যাস নির্গমন হ্রাস করার জন্য Reducing Emissions from Deforestation and Forest Degradation (REDD) কৌশল গ্রহণ করেছে। REDD এর মাধ্যমে উন্নয়নশীল দেশগুলোকে বন নিধন এবং বন ক্ষয় হ্রাস করা এবং কার্বন মজুদ বৃদ্ধির জন্য প্রণোদনা প্রদান করা হয়। বাংলাদেশের মোট বন ভূমির পরিমাণ ২.৬০ মিলিয়ন হেক্টর যা সমগ্র বাংলাদেশের আয়তনের ১৮%। এর মধ্যে বন অধিদপ্তর ১.৬০ মিলিয়ন হেক্টর বন ভূমির ব্যবস্থাপনায় নিয়োজিত রয়েছে। কাজেই দেশে REDD+ কার্যক্রম বাস্তবায়নের অপরিণীম সুযোগ রয়েছে। সে প্রেক্ষিতে, পরিবেশ ও বন মন্ত্রণালয় সম্পূর্ণ বৈদেশিক সহায়তায় ১৭৯৪.৩৯ লক্ষ (সতের কোটি চুরানব্বই লক্ষ উনচত্ব্বিশ হাজার) টাকা প্রাকালিত ব্যয়ে জুলাই, ২০১৫ থেকে জুন, ২০১৮ পর্যন্ত মেয়াদে বাস্তবায়নের নিমিত্ত "ইউ-এন রেড বাংলাদেশ জাতীয় কর্মসূচী" শীর্ষক কারিগরি সহায়তা প্রকল্পটির অনুমোদনের নিমিত্ত পরিকল্পনা কমিশনে প্রেরণ করেছে।

৩.২ পরিকল্পনা কমিশনের প্রতিনিধি সভাকে জানান যে, প্রকল্পের মেয়াদকাল জুলাই, ২০১৫ থেকে জুন, ২০১৮ মর্মে টিপিপিডে উল্লেখ করা হয়েছে। কিন্তু প্রস্তাবিত মেয়াদকালের ০৭ মাস ইতোমধ্যে অতিবাহিত হয়েছে। তিনি প্রকল্পের মেয়াদকাল বাস্তবতার আলোকে পুনঃনির্ধারণ করার প্রস্তাব করলে বন অধিদপ্তরের প্রতিনিধি সভাকে অবহিত করেন যে, উন্নয়ন সহযোগী সংস্থার সাথে স্বাক্ষরিত চুক্তির সাথে সামঞ্জস্য রেখে প্রকল্পের মেয়াদকাল নির্ধারণ করা হয়েছে। সভায় বিস্তারিত আলোচনান্তে প্রকল্পের প্রস্তাবিত মেয়াদকাল নির্ধারণের যৌক্তিকতা উল্লেখ করার নির্দেশনা দেওয়া হয়।



৩.৩ প্রস্তাবিত প্রকল্পটি প্রণয়ন ও বাস্তবায়নে বন অধিদপ্তরসহ অন্যান্য স্টেকহোল্ডারদের ভূমিকা এবং প্রকল্প বাস্তবায়ন প্রক্রিয়া সম্পর্কে সভায় জানানো চান। এ বিষয়ে বন অধিদপ্তরের প্রতিনিধি সভাকে অবহিত করেন যে, বন অধিদপ্তর ও অন্যান্য স্টেকহোল্ডারদের সাথে আলোচনা করে প্রকল্পটি প্রণয়ন করা হয়েছে। প্রকল্পটি বন অধিদপ্তর কর্তৃক বাস্তবায়িত হবে এবং UNDP ও FAO কারিগরি সহযোগী সংস্থা হিসেবে সহায়তা প্রদান করবে। সভায় বিস্তারিত আলোচনাস্তে বন অধিদপ্তর এবং UNDP ও FAO কিভাবে তাদের কার্যক্রমসমূহ সমন্বয় সাধন করবে এবং কে কোন কাজ করবে তা পুনর্গঠিত টিপিপিতে উল্লেখ করার বিষয়ে সভায় একমত পোষণ করা হয়। এছাড়া প্রকল্পটি বাস্তবায়িত হলে তা বন অধিদপ্তরসহ দেশের কি উপকার হবে তা টিপিপিতে স্পষ্টভাবে উল্লেখ করার জন্য বন অধিদপ্তরের প্রতিনিধিকে নির্দেশনা প্রদান করা হয়।

৩.৪ সভায় প্রকল্পটি দেশের কোন কোন এলাকায় বাস্তবায়িত হবে এবং কি প্রক্রিয়ায় এ কার্যক্রম বাস্তবায়ন করা হবে সেবিষয়ে জানানো চাওয়া হয়। বন অধিদপ্তরের প্রতিনিধি সভাকে জানান যে, প্রকল্পটি জাতীয় পর্যায়ে একটি প্রকল্প। তবে প্রকল্প বাস্তবায়নে মূলতঃ বাংলাদেশের যে সব এলাকায় বন রয়েছে সেসব এলাকায় অগ্রাধিকার পাবে। প্রকল্পের এ পর্যায়ে মূলতঃ বাংলাদেশে REDD কর্মসূচী বাস্তবায়নে বন অধিদপ্তর সহ সংশ্লিষ্ট সংস্থাসমূহের সক্ষমতা বৃদ্ধি, প্রয়োজনীয় নীতিমালা এবং প্রাতিষ্ঠানিক কাঠামো তৈরি করা হবে। এসকল উদ্দেশ্য অর্জনের জন্য বিভিন্ন তথ্য সংগ্রহ করা হবে। সভায় প্রস্তাবিত প্রকল্পের কার্যক্রম সমূহের বাস্তবায়ন পদ্ধতি এবং বনাঞ্চল থেকে তথ্য সংগ্রহ ও ব্যবস্থাপনা সম্পর্কে পুনর্গঠিত টিপিপিতে স্পষ্টভাবে উল্লেখ করার পরামর্শ দেওয়া হয়।

৩.৫ পরিকল্পনা কমিশনের প্রতিনিধি প্রস্তাবিত প্রকল্পটির সাথে বন অধিদপ্তরের আওতায় ইতোপূর্বে প্রণয়িত "বাংলাদেশে রেডপ্রাস কার্যক্রমে সহায়তার আওতায় জাতীয় বন ইনভেস্টিং এবং উপগ্রহভিত্তিক ভূমি পরিবীক্ষণ ব্যবস্থা শক্তিশালীকরণ" শীর্ষক প্রকল্পসহ চলমান অন্য কোন প্রকল্পের উদ্দেশ্য ও কার্যক্রমের সাথে আঘাত প্রকল্পের দৈততা আছে কিনা তা জানতে চাইলে বন অধিদপ্তরের প্রতিনিধি সভাকে অবহিত করেন যে, প্রস্তাবিত প্রকল্পের সাথে বন অধিদপ্তরের আওতায় প্রণয়িত/চলমান অন্য কোন প্রকল্পের উদ্দেশ্য ও কার্যক্রমে কোন দৈততা নেই। সভায় বাস্তবায়নাবীন অন্যান্য প্রকল্পের কার্যক্রমের সাথে আঘাত প্রকল্পের কোন দৈততা নেই মর্মে বন অধিদপ্তরের প্রত্যয়নপত্র টিপিপিতে সংযুক্ত করার জন্য নির্দেশনা প্রদান করা হয়।

৩.৬ পরিকল্পনা কমিশনের প্রতিনিধি সভাকে অবহিত করেন যে, প্রকল্পের টিপিপিতে বাস্তবায়নকারী সংস্থা হিসেবে বন অধিদপ্তর এবং অন্যান্য সংস্থা হিসেবে UNDP এবং FAO এর নাম উল্লেখ করা হয়েছে। সভায় বিস্তারিত আলোচনাস্তে বন অধিদপ্তরকে প্রকল্পের বাস্তবায়নকারী সংস্থা এবং UNDP ও FAO -কে সহযোগী বাস্তবায়নকারী সংস্থা হিসেবে রাখার বিষয়ে আলোচনা এবং একমত হয়। এছাড়া, প্রকল্পের ইংরেজী নামকরণের পাশাপাশি বাংলা নামের প্রয়োজনীয়তা উল্লেখ করা হলে টিপিপিতে ইংরেজীর পাশাপাশি বাংলা নাম উল্লেখ করার নির্দেশনা দেওয়া হয়।

৩.৭ সভায় প্রকল্পের আওতায় ৩৭৬.৭৪ লক্ষ টাকা ব্যয়ে পরামর্শক সেবা এবং ২৮৯.৯৩ লক্ষ টাকা ব্যয়ে কনটিনজেন্ট স্টাফের সংস্থান রাখার যৌক্তিকতা ও তাদের বেতন নির্ধারণের তিস্তি সম্পর্কে আলোচনা হয়। এ বিষয়ে পরিবেশ ও বন মন্ত্রণালয়ের প্রতিনিধি সভাকে অবহিত করেন যে, পরামর্শক সেবা খাতে প্রয়োজনীয়তার নিরিখে বিভিন্ন কারিগরি ক্ষেত্রে পরামর্শকের সংখ্যা নির্ধারণ করা হয়েছে এবং এদের বেতন ভাতা জাতিসংঘের স্ট্যান্ডার্ড রেট অনুযায়ী নির্ধারণ করা হয়েছে। তিনি আরো জানান যে, মূলতঃ প্রকল্প দলিলে উল্লেখকৃত Programme Management Unit (PMU) এর স্টাফ হিসেবে প্রকল্পের কনটিনজেন্ট স্টাফ শিফট করা হবে। সভায় বিস্তারিত আলোচনাস্তে প্রকল্পের কনটিনজেন্ট স্টাফ এবং পরামর্শক খাতে প্রাক্কলিত ব্যয় জাতিসংঘের স্ট্যান্ডার্ড রেটের সাথে সামঞ্জস্য রেখে নির্ধারণ করার বিষয়টি টিপিপিতে স্পষ্টভাবে উল্লেখ করা এবং এসকল খাতে ব্যয় প্রকল্পের Prodoc এর সাথে সামঞ্জস্য রেখে নির্ধারণ করার জন্য বন অধিদপ্তরের প্রতিনিধিকে নির্দেশনা প্রদান করা হয়। সভাপতি প্রকল্পের আওতায় প্রস্তাবিত পরামর্শকদের কাজের পরিধি/ক্ষেত্র স্পষ্টভাবে টিপিপিতে উল্লেখ করার আহবান জানান। এছাড়া, পরামর্শক নির্বাচন প্রক্রিয়ায় সংশ্লিষ্ট মন্ত্রণালয়ের প্রতিনিধিকে অন্তর্ভুক্ত করার বিষয়ে সভায় একমত হয়।

৩.৮ সভায় প্রকল্পের আওতায় প্রস্তাবিত ৪৫৮.৩৩ লক্ষ টাকা ব্যয়ে Other Expense (Contractual service) সম্পাদনের প্রয়োজনীয়তা এবং এ খাতে এত অধিক ব্যয়ের কারণ সম্পর্কে জানানো চাওয়া হয়। এ বিষয়ে বন অধিদপ্তরের প্রতিনিধি সভাকে অবহিত করেন যে, প্রস্তাবিত খাতে মূলতঃ জাতীয় এবং আঞ্চলিক পর্যায়ে বিভিন্ন

সভা, সেমিনার, প্রশিক্ষণ কর্মসূচীর ব্যয় নির্বাহ, বিভিন্ন রিপোর্ট এবং ডকুমেন্ট প্রিন্টিং, PMU এর দৈনন্দিন ব্যয় নির্বাহ ইত্যাদি কার্যক্রম সম্পাদন করা হবে। পরিকল্পনা কমিশনের প্রতিনিধি এ খণ্ডের অর্থ সমন্বয় করে অন্যান্য খাতে সংস্থান করার প্রস্তাব করলে বন অধিদপ্তরের প্রতিনিধি সভাকে অবহিত করেন যে, প্রকল্প দলিল অনুসারে এই ব্যয় নির্ধারিত বিষয় এ খাতে প্রায়শ্চিত্ত ব্যয় হোস করার সুযোগ নেই। সভায় বিস্তারিত আলোচনাস্তে প্রস্তাবিত খাতের ব্যয় বিভাজন বিস্তারিতভাবে টিপিপিতে উল্লেখ করার সিদ্ধান্ত গৃহীত হয়।

৩.৯ প্রকল্পটি সমাপ্তির পর প্রকল্প থেকে অর্জিত ফলাফল কিভাবে কাজে লাগানো হবে তা সভায় জানতে চাওয়া হলে বন অধিদপ্তরের প্রতিনিধি জানান যে, প্রকল্প থেকে National REDD+ Strategy এবং UN-REDD Programme বাস্তবায়নের জন্য প্রয়োজনীয় Policy Framework প্রণয়ন সহায়তা করবে। এছাড়া এ প্রকল্পের মাধ্যমে অর্জিত কারিগরি দক্ষতা ও জ্ঞান পরবর্তীতে বাংলাদেশে REDD Programme বাস্তবায়নে সহায়ক হবে। সভায় প্রকল্প সমাপ্তির পর প্রকল্প থেকে অর্জিত ফলাফল কিভাবে কাজে লাগানো হবে সে বিষয়ে টিপিপিতে সুস্পষ্টভাবে উল্লেখ করার নির্দেশনা প্রদান করা হয়।

৩.১০ পরিকল্পনা কমিশনের প্রতিনিধি অবহিত করেন যে, প্রকল্পের টিপিপি ১৯ নং পৃষ্ঠায় Participation of Civil Society and Indigenous Peoples শীর্ষক অনুচ্ছেদে Indigenous Peoples এর পরিবর্তে Ethnic Group উল্লেখ করা প্রয়োজন। সভায় উক্ত প্রস্তাব অনুযায়ী অনুযায়ী টিপিপির সংশ্লিষ্ট পৃষ্ঠায় পরিবর্তন করার জন্য বন অধিদপ্তরের প্রতিনিধিকে নির্দেশনা প্রদান করা হয়।

৩.১১ সভায় প্রকল্পের আওতায় গঠিত বিভিন্ন কমিটি সম্পর্কে বিস্তারিত আলোচনা হয়। পরিকল্পনা কমিশনের প্রতিনিধি অবহিত করেন যে, প্রকল্পের আওতায় Programme Executive Board/National Steering Committee গঠন করা হয়েছে যেখানে সচিব, পরিবেশ ও বন মন্ত্রণালয়কে সভাপতি এবং ইউ এন রেজিডেন্ট বো অর্ডিনেটরকে সহ সভাপতি করার প্রস্তাব করা হয়েছে। সভায় বিস্তারিত আলোচনাস্তে প্রকল্পের আওতায় গঠিত Programme Executive Board এবং National Steering Committee পৃথকভাবে গঠন করা এবং তদানুযায়ী সভাপতি ও সহ সভাপতি নির্ধারণ করার বিষয়ে সভায় মতৈক্য হয়। এছাড়া, প্রকল্প মূল্যায়ন ও বাস্তবায়নের সাথে সংশ্লিষ্ট অন্যান্য কমিটি গঠন করা ও তাতে প্রকল্পের সাথে সংশ্লিষ্ট অন্যান্য স্টেকহোল্ডার যেমনঃ পরিকল্পনা কমিশনের সংশ্লিষ্ট সেক্টর ডিভিশন, ইআরডি, আইএমইডি'র প্রতিনিধি অন্তর্ভুক্ত করার জন্য মন্ত্রণালয়/সংস্থার প্রতিনিধিকে নির্দেশনা প্রদান করা হয়।

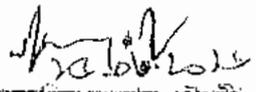
৩.১২ প্রকল্পের আওতায় প্রস্তাবিত কার্যক্রম এবং এ সকল খাতে নির্ধারিত ব্যয় সম্পর্কে বিস্তারিত আলোচনা হয়। বন অধিদপ্তরের প্রতিনিধি অবহিত করেন যে, প্রকল্পের আওতায় প্রস্তাবিত বনে দেশীয় এবং আন্তর্জাতিক মানদণ্ড অনুযায়ী এবং সম্পাদিত চুক্তির সাথে সামঞ্জস্য রেখে নির্ধারণ করা হয়েছে। পরিকল্পনা কমিশনের প্রতিনিধি বলেন যে, প্রস্তাবিত টিপিপিতে প্রকল্পের Cost Table টিপিপির নির্ধারিত ছকে প্রণয়ন করা হয়নি যা ছক সোতানকে অর্থনৈতিক কোড উল্লেখসহ প্রণীত হওয়া বাঞ্ছনীয়। এছাড়া, তিনি প্রকল্পের আওতায় প্রস্তাবিত ৭% ইনডিরেক্ট কস্ট এর পরিবর্তে সোট প্রকল্প ব্যয়ের ৩% গ্রাইস কন্টিনজেন্সী হিসেবে নির্ধারণের প্রস্তাব করেন। বন অধিদপ্তরের প্রতিনিধি জানান যে, পুনর্গঠিত টিপিপিতে নির্ধারিত ছকে Cost Table প্রদান করা হবে। প্রস্তাবিত ৭% ইনডিরেক্ট কস্ট এর বিষয়ে তিনি সভাকে অবহিত করেন যে, ইহা UNDP এবং FAO এর সার্ভিস চার্জ হিসেবে দরা হয়েছে বিধায় তা Price Contingency হিসেবে নির্ধারণের সুযোগ নেই। সভায় বিস্তারিত আলোচনাস্তে পুনর্গঠিত টিপিপিতে নির্ধারিত ছকে Cost Table প্রদানের এবং ইনডিরেক্ট কস্ট এর পরিবর্তে UNDP এবং FAO এর সার্ভিস চার্জ হিসেবে টিপিপিতে উল্লেখ করার জন্য নির্দেশনা প্রদান করা হয়।

৪. সিদ্ধান্তঃ বিস্তারিত আলোচনার পর সভায় নিম্নোক্ত সিদ্ধান্ত প্রতিপালন সাপেক্ষে প্রকল্পটি অনুমোদনের সুপারিশ করা হয়ঃ

৪.১ প্রকল্পের প্রস্তাবিত মেয়াদকাল প্রস্তাবমতে জুলাই, ২০১৫ হতে জুন, ২০১৮ পর্যন্ত নির্ধারণের নীতিবদ্ধতা উল্লেখ করতে হবে;

৪.২ প্রকল্পে বাস্তবায়নকারী সংস্থা হিসেবে বন অধিদপ্তর এবং সহযোগী বাস্তবায়নকারী সংস্থা হিসেবে FAO ও UNDP কে উল্লেখ করতে হবে। বন অধিদপ্তর এবং UNDP ও FAO কিভাবে প্রকল্পটির কোন কোন কর্মসূচী/কার্যক্রম বাস্তবায়ন করবে তা টিপিপিতে পৃথকভাবে উল্লেখ করতে হবে;

- ৪.৩ প্রকল্পের আওতায় প্রস্তাবিত কার্যক্রমসমূহের বাস্তবায়ন পদ্ধতি এবং বনায়ন থেকে তথ্য সংগ্রহ ও ব্যবস্থাপনা প্রক্রিয়া টিপিপিতে স্পষ্টভাবে উল্লেখ করতে হবে;
- ৪.৪ বন অধিদপ্তরের আওতায় বাস্তবায়িত অন্যান্য প্রকল্পের কার্যক্রমের সাথে প্রস্তাবিত প্রকল্পের দৈততা নেই মর্মে বন অধিদপ্তরের প্রত্যয়নপত্র পুনর্গঠিত টিপিপিতে সংযুক্ত করতে হবে;
- ৪.৫ টিপিপিতে প্রকল্পের ইংরেজীর পাশাপাশি বাংলা নাম উল্লেখ করতে হবে;
- ৪.৬ প্রকল্পের আওতায় প্রস্তাবিত পরামর্শক ও কনটিনজেন্ট স্টাফ নিয়োগের যৌক্তিকতা এবং এই দুই খাতে ব্যয় নির্ধারণের ভিত্তি সুস্পষ্টভাবে টিপিপিতে উল্লেখ করতে হবে। পরামর্শক নির্বাচন প্রক্রিয়ার সংশ্লিষ্ট মানদণ্ডসমূহের প্রতিটিবিধে অন্তর্ভুক্ত করতে হবে;
- ৪.৭ প্রকল্প সমাপ্তির পর প্রকল্পের ফলাফল কিভাবে কাজে লাগানো হবে তা টিপিপিতে উল্লেখ করতে হবে।
- ৪.৮ প্রকল্পের টিপিপির ১৯ নং পৃষ্ঠায় উল্লিখিত Participation of Civil Society and Indigenous Peoples শীর্ষক অনুচ্ছেদে Indigenous Peoples এর পরিবর্তে Ethnic Group কথাটি সংযোজন করতে হবে;
- ৪.৯ প্রকল্পের আওতায় Programme Executive Board এবং National Steering Committee পৃথকভাবে গঠন করতে হবে এবং সে অনুযায়ী Executive Board এবং Steering Committee এর সভাপতি ও সহ সভাপতি নির্ধারণ করতে হবে;
- ৪.১০ প্রকল্প মূল্যায়নকালে বন অধিদপ্তরের কর্মকর্তাবৃন্দের পাশাপাশি অন্যান্য স্টেকহোল্ডার যেমন- পরিবেশ ও বন মন্ত্রণালয়, পরিকল্পনা কমিশনের সংশ্লিষ্ট সেক্টর ডিভিশন, আইএমইডি এবং ইআরডির প্রতিনিধিবৃন্দকেও অন্তর্ভুক্ত করতে হবে;
- ৪.১১ প্রকল্পের টিপিপির নির্ধারিত ছকে Cost Table প্রদান করতে হবে এবং ৭% ইনডিপেন্ডেন্ট কস্ট এর পরিবর্তে UNDP এবং FAO এর সার্ভিস চার্জ হিসেবে টিপিপিতে উল্লেখ করতে হবে;
- ৪.১২ উপর্যুক্ত সুপারিশসমূহের আলোকে এবং পরিশিষ্ট-খ তে যুক্তিযুক্তকৃত ব্যয় মোতাবেক মোট ১৭.৯৪৪০ কোটি টাকা প্রাকল্পিত ব্যয়ে প্রস্তাবিত প্রকল্পের টিপিপি পুনর্গঠন করে জরুরী ভিত্তিতে পরিকল্পনা কমিশনে প্রেরণ করতে হবে।
- ৫। পরিশেষে সফলকে ধন্যবাদ জানিয়ে সভাপতি সভার সমাপ্তি ঘোষণা করেন।


 (এ এম মাসুদুল হাquee আজাদ চৌধুরী)
 সদস্য



“ইউ-এন রেড বাংলাদেশ জাতীয় কর্মসূচী” - শীর্ষক প্রকল্পের অঙ্গভিত্তিক যুক্তিকৃত ব্যয়

(সংস্করণ)

ক্র. নং	অর্থ কোড	ব্যয়ের বিবরণ	নব্বাশান কর্তৃক প্রত্যাহিত ব্যয়			এনপিইসি সভায় যুক্তিকৃত ব্যয়			মোট	মন্তব্য
			একক	সংখ্যা/ পরিমাণ	ক্রি. নং (বো. নং)	ক্র. নং (আর.সি.এ)	মোট	একক		
বাজ্য বায়										
গরুরাধ ৬ নং										
১	৪৮০১	অর্থ জাত (হ্রাসকম্পন এড ভিএসএ-আইটিকম)	সেংক	সেংক	০	৩১১.৩০	৩১১.৩০	৩১১.৩০	৩১১.৩০	
		উপরে (অর্থ জাত)				৩১১.৩০	৩১১.৩০	৩১১.৩০	৩১১.৩০	
২	৪৮০৪	প্রকল্প ব্যবস্থাপনা উইনিট	জনমান	৩৬	০	৮৪.২৪	৮৪.২৪	৮৪.২৪	৮৪.২৪	
৩	৪৮০৪	প্রকল্প ব্যবস্থাপক (পিএমইউ)	জনমান	৩৬	০	৪২.১২	৪২.১২	৪২.১২	৪২.১২	
৪	৪৮০৪	অর্থ ও হিসাব রক্ষক কর্মকর্তা (পিএমইউ)	জনমান	৩৬	০	৪২.১২	৪২.১২	৪২.১২	৪২.১২	
৫	৪৮০৪	কম্পিউটার অপারেটর (পিএমইউ)	জনমান	৩৬	০	৪২.১২	৪২.১২	৪২.১২	৪২.১২	
৬	৪৮০৪	গণিতজ্ঞ অপারেটর (পিএমইউ)	জনমান	৩৬	০	৪২.১২	৪২.১২	৪২.১২	৪২.১২	
৭	৪৮০৪	প্রশাসন সহকারী (পিএমইউ)	জনমান	৩৬	০	২৮.০৮	২৮.০৮	২৮.০৮	২৮.০৮	
৮	৪৮০৪	প্রশাসন সহকারী (পিএমইউ)	জনমান	৩৬	০	২৩.১৭	২৩.১৭	২৩.১৭	২৩.১৭	
		প্রকল্প ব্যবস্থাপনা উইনিট (পিএমইউ)				২৮৯.৯৩	২৮৯.৯৩	২৮৯.৯৩	২৮৯.৯৩	
জাতীয় পর্যায়ে										
৮	৪৮৭৪	ওয়েবসাইট ডেভেলপমেন্ট স্পেশালিস্ট	জনমান	৪	০	৯.৩৬	৯.৩৬	৯.৩৬	৯.৩৬	
৯	৪৮৭৪	ইউএ+ এডভান্সড এন্ড মেটেরিয়াল ডেভেলপমেন্ট স্পেশালিস্ট	জনমান	৬	০	১৪.০৪	১৪.০৪	১৪.০৪	১৪.০৪	
১০	৪৮৭৪	লিঙ্গার, পলিসি এন্ড মেডিকেলগেট জেন এমসি ফর রেড+ স্পেশালিস্ট	জনমান	৮	০	১৮.৫২	১৮.৫২	১৮.৫২	১৮.৫২	
১১	৪৮৭৪	ডিসেমেন্টে এন্ড ফার্মে ডিভিউজেন	জনমান	৯	০	২২.০৬	২২.০৬	২২.০৬	২২.০৬	
১২	৪৮৭৪	ইউএআর আইডিভিউজেন স্পেশালিস্ট	জনমান	৬	০	১৪.০৪	১৪.০৪	১৪.০৪	১৪.০৪	
১৩	৪৮৭৪	সেভেন ইন্টিগ্রেটেড স্পেশালিস্ট	জনমান	৪	০	৯.৩৬	৯.৩৬	৯.৩৬	৯.৩৬	
১৪	৪৮৭৪	সাপোর্ট লিড এনেকমেন্ট স্পেশালিস্ট	জনমান	৬	০	১৪.০৪	১৪.০৪	১৪.০৪	১৪.০৪	
১৫	৪৮৭৪	ইন্টিগ্রেটেড এনেকমেন্ট স্পেশালিস্ট	জনমান	৬	০	১৪.০৪	১৪.০৪	১৪.০৪	১৪.০৪	
১৬	৪৮৭৪	RELRLS এর ব্যাপন RELRLS স্পেশালিস্ট	জনমান	১৬	০	৩৭.৪৪	৩৭.৪৪	৩৭.৪৪	৩৭.৪৪	



পরিবেশ ও বন মন্ত্রণালয় কর্তৃক প্রস্তাবিত "ইউ.এন. রোড বাংলাদেশ জাতীয় কর্মসূচী" প্রকল্পের এসপিইসি সভায়
উপস্থিত কর্মকর্তাবৃন্দের তালিকা :

কৃষি, পানি সম্পদ ও পল্লী প্রতিষ্ঠান বিভাগ, পরিকল্পনা কমিশন

- ১। জনাব ড. মোঃ শাহজাহান আলী খন্দকার, যুগ্ম-প্রধান
- ২। বেগম ইয়াসমীন পারভীন, উপ-প্রধান
- ৩। জনাব মোঃ তানজীম, সহকারী প্রধান

ইআরডি

- ১। জনাব মোহাম্মদ ইকতেবার হোসেন, উপ-সচিব

আইএমইডি

- ১। জনাব মোঃ সাইফুল ইসলাম, উপ-পরিচালক

কার্যক্রম বিভাগ

- ১। জনাব মোঃ ছায়েদুজ্জামান, উপ-প্রধান

পরিবেশ ও বন মন্ত্রণালয়

- ১। জনাব আবদুল্লাহ আল মোহসীন চৌধুরী, অতিরিক্ত সচিব
- ২। জনাব মোঃ আবুল হাশেম, সহকারী প্রধান

বন অধিদপ্তর

- ১। জনাব মোঃ ইউনুছ আলী, প্রধান বন সংরক্ষক
- ২। জনাব মোঃ নাকিবুল হাসান মুকুদ্দাস, সহকারী প্রধান বন সংরক্ষক
- ৩। জনাব মোঃ মোজাহাফল ইসলাম, বন সংরক্ষক

এসপিইসি সভার সুপারিশের আলোকে গৃহিত ব্যবস্থা

ক্রমিক	সুপারিশ	গৃহিত পদক্ষেপ
৪.১	প্রকল্পের প্রস্তাবিত মেয়াদকাল প্রস্তাবমতে জুলাই, ২০১৫ হতে জুন, ২০১৮ পর্যন্ত নির্ধারণের যৌক্তিকতা উল্লেখ করতে হবে	প্রকল্পের প্রস্তাবিত মেয়াদকাল জুলাই, ২০১৫ হতে জুন, ২০১৮ পর্যন্ত নির্ধারণের যৌক্তিকতা টিপিপিতে উল্লেখ করা হয়েছে (পৃষ্ঠা- ৩৮)।
৪.২	প্রকল্পে বাস্তবায়নকারী সংস্থা হিসেবে বন অধিদপ্তর এবং সহযোগী বাস্তবায়নকারী সংস্থা হিসেবে FAO ও UNDP কে উল্লেখ করতে হবে। বন অধিদপ্তর এবং UNDP ও FAO কিভাবে প্রকল্পটি কোন কোন কর্মসূচী/কার্যক্রম বাস্তবায়ন করবে তা টিপিপিতে পৃথকভাবে উল্লেখ করতে হবে;	প্রকল্পে বাস্তবায়নকারী সংস্থা হিসেবে বন অধিদপ্তর এবং সহযোগী বাস্তবায়নকারী সংস্থা হিসেবে FAO ও UNDP কে উল্লেখ করা হয়েছে (পৃষ্ঠা-১)। বন অধিদপ্তর এবং UNDP ও FAO কিভাবে প্রকল্পটি কোন কোন কর্মসূচী/কার্যক্রম বাস্তবায়ন করবে তা টিপিপিতে পৃথকভাবে উল্লেখ করা হয়েছে (পৃষ্ঠা-১৮)।
৪.৩	প্রকল্পের আওতায় প্রস্তাবিত কার্যক্রমসমূহের বাস্তবায়ন পদ্ধতি এবং বনাক্ষল থেকে তথ্য সংগ্রহ ও ব্যবস্থাপনা প্রক্রিয়া টিপিপিতে স্পষ্টভাবে উল্লেখ করতে হবে;	প্রকল্পের আওতায় প্রস্তাবিত কার্যক্রমসমূহের বাস্তবায়ন পদ্ধতি এবং বনাক্ষল থেকে তথ্য সংগ্রহ ও ব্যবস্থাপনা প্রক্রিয়া টিপিপিতে স্পষ্টভাবে উল্লেখ করা হয়েছে (পৃষ্ঠা- ৩১- ৩২)।
৪.৪	বন অধিদপ্তরের আওতায় বাস্তবায়িত অন্যান্য প্রকল্পের কার্যক্রমের সাথে প্রস্তাবিত প্রকল্পের দ্বৈততা নেই মর্মে বন অধিদপ্তরের প্রত্যয়নপত্র পুনর্গঠিত টিপিপিতে সংযুক্ত করতে হবে;	বন অধিদপ্তরের আওতায় বাস্তবায়িত অন্যান্য প্রকল্পের কার্যক্রমের সাথে প্রস্তাবিত প্রকল্পের দ্বৈততা নেই মর্মে বন অধিদপ্তরের প্রত্যয়নপত্র পুনর্গঠিত টিপিপিতে সংযুক্ত করা হয়েছে (Appendix-VII, পৃষ্ঠা- ২১৪)।
৪.৫	টিপিপিতে প্রকল্পের ইংরেজীর পাশাপাশি বাংলা নাম উল্লেখ করতে হবে;	টিপিপিতে প্রকল্পের ইংরেজী নামের পাশাপাশি বাংলা নাম “ইউএন-রেড বাংলাদেশ জাতীয় কর্মসূচী” উল্লেখ করা হয়েছে (পৃষ্ঠা- ১)।
৪.৬	প্রকল্পের আওতায় প্রস্তাবিত পরামর্শক ও কনট্রোল স্টাফ নিয়োগের যৌক্তিকতা এবং দুই খাতে ব্যয় নির্ধারণের ভিত্তি সুস্পষ্টভাবে টিপিপিতে উল্লেখ করতে হবে। পরামর্শক নির্বাচন প্রক্রিয়ায় সংশ্লিষ্ট মন্ত্রণালয়ের প্রতিনিধিকে অন্তর্ভুক্ত করতে হবে;	প্রকল্পের আওতায় প্রস্তাবিত পরামর্শক ও কনট্রোল স্টাফ নিয়োগের যৌক্তিকতা এবং দুই খাতে ব্যয় নির্ধারণের ভিত্তি সুস্পষ্টভাবে টিপিপিতে উল্লেখ করা হয়েছে (পৃষ্ঠা- ২৬- ২৭)। পরামর্শক নির্বাচন প্রক্রিয়ায় সংশ্লিষ্ট মন্ত্রণালয়ের প্রতিনিধিকে অন্তর্ভুক্ত করা হয়েছে (পৃষ্ঠা- ২৭)।
৪.৭	প্রকল্প সমাপ্তির পর প্রকল্পের ফলাফল কিভাবে কাজে লাগানো হবে তা টিপিপিতে উল্লেখ করতে হবে;	প্রকল্প সমাপ্তির পর প্রকল্পের ফলাফল কিভাবে কাজে লাগানো হবে তা টিপিপিতে উল্লেখ করা হয়েছে (পৃষ্ঠা- ৩৩)।

ক্রমিক	সুপারিশ	গৃহীত পদক্ষেপ
8.৮	প্রকল্পের টিপিপি ১৯ নং পৃষ্ঠায় উল্লিখিত Participation of Civil Society and Indigenous Peoples শীর্ষক অনুচ্ছেদে Indigenous Peoples এর পরিবর্তে Ethnic Group কথাটি সংযোজন করতে হবে;	প্রকল্পের টিপিপি ১৯ নং পৃষ্ঠায় উল্লিখিত Participation of Civil Society and Indigenous Peoples শীর্ষক অনুচ্ছেদে Indigenous Peoples এর পরিবর্তে Ethnic Group কথাটি সংযোজন করা হয়েছে (পৃষ্ঠা- ২২-২৩)।
8.৯	প্রকল্পের আওতায় Programme Executive Board এবং National Steering Committee পৃথকভাবে গঠন করতে হবে এবং সে অনুযায়ী Executive Board এবং National Steering Committee এর সভাপতি ও সহ সভাপতি নির্ধারণ করতে হবে;	প্রকল্পের আওতায় Programme Executive Board এবং National Steering Committee পৃথকভাবে গঠন করা হয়েছে (পৃষ্ঠা- ১৯-২২)। Executive Board এবং National Steering Committee এর সভাপতি ও সহ সভাপতি নির্ধারণ করা হয়েছে (পৃষ্ঠা- ১৯-২২)।
8.১০	প্রকল্প মূল্যায়নকালে বন অধিদপ্তরের কর্মকর্তাবৃন্দের পাশাপাশি অন্যান্য স্টেকহোল্ডার যেমন- পরিবেশ ও বন মন্ত্রণালয়, পরিকল্পনা কমিশনের সংশ্লিষ্ট সেক্টর ডিভিশন, আইএমইডি এবং ইআরডির প্রতিনিধিবৃন্দকেও অন্তর্ভুক্ত করতে হবে;	প্রকল্প মূল্যায়নকালে বন অধিদপ্তরের কর্মকর্তাবৃন্দের পাশাপাশি অন্যান্য স্টেকহোল্ডার যেমন- পরিবেশ ও বন মন্ত্রণালয়, পরিকল্পনা কমিশনের সংশ্লিষ্ট সেক্টর ডিভিশন, আইএমইডি এবং ইআরডির প্রতিনিধিবৃন্দকেও অন্তর্ভুক্ত করা হয়েছে (পৃষ্ঠা- ৩৪)।
8.১১	প্রকল্পের টিপিপি নির্ধারিত ছকে Cost Table প্রদান করতে হবে এবং ৭% ইনডিরেক্ট কস্ট এর পরিবর্তে UNDP এবং FAO এর সার্ভিস চার্জ হিসেবে টিপিপিতে উল্লেখ করতে হবে;	প্রকল্পের টিপিপি নির্ধারিত ছকে Cost Table প্রদান করা হয়েছে (পৃষ্ঠা-৪০-৪২)। ৭% ইনডিরেক্ট কস্ট এর পরিবর্তে UNDP এবং FAO এর সার্ভিস চার্জ হিসেবে টিপিপিতে উল্লেখ করা হয়েছে (পৃষ্ঠা- ৪২)।
8.১২	উপর্যুক্ত সুপারিশসমূহের আলোকে এবং পরিশিষ্ট-খ তে যুক্তিযুক্তকৃত ব্যয় মোতাবেক মোট ১৭.৯৪৪০ কোটি টাকা প্রাক্কলিত ব্যয়ে প্রস্তাবিত প্রকল্পের টিপিপি পুনর্গঠন করে জরুরী ভিত্তিতে পরিকল্পনা কমিশনে প্রেরণ করতে হবে।	উপর্যুক্ত সুপারিশসমূহের আলোকে এবং পরিশিষ্ট-খ তে যুক্তিযুক্তকৃত ব্যয় মোতাবেক মোট ১৭.৯৪৪০ কোটি টাকা প্রাক্কলিত ব্যয়ে প্রস্তাবিত প্রকল্পের টিপিপি পুনর্গঠন করে পরিকল্পনা কমিশনে প্রেরণ করা হলো।