

Guyana EU JIF - Work Plan 1st of July 2019 - 31st of December 2020							Draft: 31st of May 2019							
Outputs and activities	Responsibilities		Status				Possible sources of Funding	2019/2020						
	Lead agency	Partner and supporting agencies	proposed	Planned	Underway	Completed (year)		Q1-2	Q3-4	Q1-2	Q3-4			
<b>1</b>	<b>Strategic task 1: VPA ratification process</b>													
<b>1.1</b>	<b>VPA Package completed and signed</b>													
1.1.1	Legal scrubbing of VPA document package	EU & Guyana			x		EU/GoG							
1.1.2	Translation into EU languages	EU			x		EU							
1.1.3	Proposed decisions of Commission to Council	EU		x			EU							
1.1.4	Presentation of VPA to Council	EU		x			EU							
1.1.5	Council adopts decision to sign Agreement.	EU		x			EU							
1.1.6	Preparation for signing of VPA (dates, location, briefing and communication)	EU		x			EU							
1.1.7	Signing of VPA by parties	EU & Guyana		x			EU/GoG							
<b>1.2</b>	<b>EU ratification process completed</b>													
1.2.1	Submission of the Agreement by the Commission to EU Parliament	EU		x			EU							
1.2.2	Discussion in EU Parliament	EU Parliament		x			EU							
1.2.3	Approval of Agreement by EU Council of Ministers	EU		x			EU							
1.2.4	European Parliament consent to ratification of Agreement	EU		x			EU							
1.2.5	EU Notify Guyana that procedures completed	EU		x			EU							
<b>1.3</b>	<b>Guyana ratification process completed</b>													
1.3.1	Submission of the Agreement by Ministry of Natural Resources to Guyana Parliament	MNR	GFC/MLA		x		GoG							
1.3.2	Discussion in Guyana Parliament	Guyana Parliament			x		GoG							
1.3.3	Approval of Agreement for ratification by Government of Guyana	Guyana Parliament			x		GoG							
1.3.4	Guyana notify EU of their ratification of the VPA	GoG			x		GoG							

<b>1.4</b>	<b>VPA ratified and published</b>																			
<b>2</b>	<b>Strategic task 2: VPA management, coordination and monitoring mechanisms in place</b>																			
<b>2.1</b>	<b>Pre-JRMC established, supported and functional</b>																			
2.1.1	Pre-JMRC established by Guyana and EU	EU & Guyana	NIWG & EUDEL		x			EU/GoG												
2.1.2	GIF prepared through a multi-stakeholder process and adopted by pre-JMRC	Pre-JMRC	NIWG, EUDEL, Stakeholders			x		FAO/EU												
2.1.3	Rules of Procedure for Pre-JMRC/JMRC prepared and agreed by parties	Pre-JMRC/JMRC	GFC/MNR, FLEGT Secretariat				x	EU/GoG												
<b>2.2</b>	<b>A multi-stakeholder Implementation Committee (National Implementation Working Group) established and functional</b>																			
2.2.1	Finalise the composition of membership of NIWG	NIWG	GFC, MNR				x													
2.2.2	ToR of the NIWG adopted	NIWG						x												
2.2.3	Rules of procedure of NIWG prepared and adopted by members	NIWG	GFC, FLEGT Secretariat		x			GoG												
2.2.4	Regular meetings (e.g related to JIF implementation) held and public versions of minutes of meetings published	NIWG	FLEGT Secretariat		x			DFID(FGMC)												
2.2.5	Strengthen the capacity of the NIWG	GFC	FLEGT Secretariat	x				DFID(FGMC)												
<b>2.3</b>	<b>JRMC established, supported and functional</b>																			
<b>2.4</b>	<b>Government Coordination Body (GCB) established and functional</b>																			
2.4.1	Public sector Inter-agency coordination body is established, and strengthened	NIWG	GFC, MNR		x			GoG												
2.4.2	Ministry of Finance is member of the GCB	MoF				x		GoG												
2.4.3	MoUs signed between GFC and relevant Ministries and Government Agencies	GFC	EPA, RA, MSP, NIB, GLSC, DR, LR, NPPO, WCMC, MPI & MoP				x	GoG												
2.4.4	Harmonizing GLSC and GFC Forest and Land Information, mapping and verification system for management of land leases and forest concessions	GLSC/GFC	FAO				x	FAO												
<b>2.5</b>	<b>FLEGT VPA Secretariat strengthened</b>																			
2.5.1	Assess and identify capacity gaps in the FLEGT Secretariat and develop ToR for staff recruitment	FLEGT Secretariat	GFC		x			FAO/DFID (FGMC)												

2.5.2	Recruit full complement of staff for the FLEGT Secretariat	FLEGT Secretariat	GFC, FAO EU FLEGT Programme		x														
2.5.3	Procure equipment for the effective functioning of the Secretariat	FLEGT Secretariat			x														
2.5.4	Expand infrastructure of the FLEGT Secretariat	FLEGT Secretariat	GFC, FAO EU FLEGT Programme		x														
<b>3</b>	<b>Strategic task 3: GTLAS developed and operational</b>																		
<b>3.1</b>	<b>GTLAS investment and resource plan in place</b>																		
3.1.1	ToRs for scoping mission on GTLAS design and needs assessment developed	pre-JMRC	FAO EU FLEGT, EUDEL, DFID		x														
3.1.2	Scoping mission for GTLAS system design and needs assessment	pre-JMRC	FAO EU FLEGT, EUDEL, DFID		x														
3.1.2	GTLAS Investment and resource plan developed	GFC, FLEGT Secretariat	DFID, EU FAO FLEGT, WRI		x														
3.1.4	Prepare ToR, recruitment of service provider(s) for GTLAS system design	GFC	EUDEL, DFID,		x														
<b>3.2</b>	<b>Control and verification mechanisms within GTLAS Ministries and GoG agencies established and functional</b>																		
<b>3.3</b>	<b>Review and update the non-compliance procedures and penalties for breaching requirements of institutions responsible</b>																		
<b>3.4</b>	<b>The Internal Audit Unit (IAU) enhanced and functional</b>																		
<b>3.5</b>	<b>GTLAS manual of procedures, guidelines, codes of practice, policies developed/strengthened and implemented</b>																		
<b>3.6</b>	<b>Regulatory and legal framework strengthened</b>																		
3.6.1	Review and improve the efficiency of the regulatory framework	GFC			x														
3.6.2	Review and improve the coherence of the legal framework	GFC & relevant stakeholders			x														
3.6.3	To develop due diligence guidelines and systems for the importation of timber and timber products to meet the VPA requirements	GFC	FAO																
3.6.4	Develop and implement regulations related to the WTS	GFC			x														

3.6.5	Developing criteria and procedures for assessing that the traditional rights of Amerindian peoples are not impeded during the implementation phase of the GTLAS	GFC, NTC, NIWG, Indigenous communities		x				GoG/EU										
<b>3.7 Expanded and upgraded WTS</b>																		
3.7.1	Upgrade GFC's internal databases	GFC		x				EU										
3.7.2	Develop and deploy the Central Information Database (CID) for securely archiving compliance data and information related to each FSO	GFC	NDMA	x				EU										
3.7.6	Upgrade the WTS to allow for the validation and reconciliation of supply chain data by the GFC	GFC		X				EU										
<b>3.8 The Timber Legality Trade Unit (TLTU) established and functional</b>																		
3.8.1	TLTU established and functional by administrative decision	GFC	FLEGT Secretariat	x				GoG										
<b>3.9 GTLAS guidelines and systems are field-tested</b>																		
3.9.1	Field-testing GTLAS implementation conducted incrementally to assess the operations of the system, prior to the beginning of independent evaluation of the readiness of the GTLAS			x				EU										
<b>4 Strategic task 4: Capacities of stakeholders developed to implement the VPA</b>																		
<b>4.1 Ministries, GoG agencies, FSOs, Indigenous groups and other relevant stakeholders have required capacity for implementing FLEGT VPA</b>																		
4.1.1	Capacity and information needs assessments conducted for the different stakeholder groups	GFC	FLEGT Secretariat	x				FAO, DFIC (FGMC), GoG										
4.1.2	Capacity development programs for GTLAS Ministries and Government Agencies prepared and delivered	GFC	FLEGT Secretariat	x				FAO, DFIC (FGMC), GoG										
4.1.3	Information, training and coaching programs for private sector strengthened	GFC	FLEGT Secretariat	x				FAO, DFIC (FGMC), GoG										
4.1.3a	Building the awareness and capacity of private sector operators to participate in the VPA process in Guyana	FPA	FAO				x	FAO										
4.1.4	Undertake training for SMEs, CFAs and SLAs on compliance with GTLAS requirements	GFC/FTCI	FLEGT Secretariat	x				FAO, DFIC (FGMC), GoG										

4.1.4a	Providing Capacity Building Assistance to Community Forest Organizations (CFOs) on the Environmental Authorisation process in Guyana	EPA	FAO			x		FAO										
4.1.5	Enhance capacity of Training institutions to support capacity building programmes for the VPA	GFC/FTCI	FLEGT Secretariat	x				FAO, DFIC (FGMC), GoG										
<b>5</b>	<b>Strategic task 5: Planning, Monitoring and Evaluation Mechanisms for VPA implementation in place</b>																	
<b>5.1</b>	<b>Planning, Monitoring and Evaluation Mechanisms for VPA implementation in place</b>																	
5.1.1	PM&E system developed and functional	NIWG	MoF	X				GoG/EU										
5.1.2	Establish baseline for monitoring and evaluating the implementation of the VPA	NIWG		X				GoG/EU										
5.1.3	Periodical and systematic monitoring and evaluation of implementation of VPA and GTLAS to inform adjustments in planning	NIWG	FLEGT Secretariat	X				GoG/EU										
5.1.4	Periodic monitoring of VPA impact on trade, industry, sector governance, human well-being and forest ecosystem health (details on social impact monitoring, see 6)	NIWG	MOB	X				EU										
<b>5.2</b>	<b>Independent audit mechanism established</b>																	
<b>5.3</b>	<b>Complaints mechanisms developed/enhanced and operational</b>																	
5.3.1	Complaints mechanisms (through Ministries and Government Agencies, Independent auditor, and JMRC) designed	(Pre)JMRC	FLEGT Secretariat	X				EU										
5.3.2	Proposed complaints mechanisms design presented to stakeholders for comments and input, recorded by JMRC	(Pre)JMRC	FLEGT Secretariat	X				EU										
<b>5.4</b>	<b>Strategy for civil society engagement in monitoring the implementation of the GTLAS developed and adopted</b>																	
5.4.1	Agreement amongst stakeholders on civil society engagement in monitoring GTLAS	NIWG	NGOs	x				FAO										
5.4.2	Adoption of such strategy	NIWG		x				FAO										
<b>5.5</b>	<b>Joint evaluation of GTLAS concluded</b>																	
<b>5.6</b>	<b>Public access to information on the FLEGT licencing scheme in place</b>																	
5.6.1	Review of current situation of public disclosure of information arrangements conducted	JMRC	GFC, FLEGT Secretariat	x				DFID (FGMC)										

5.6.2	Action plan for implementation of Annex IX prepared	JMRC	GFC, FLEGT Secretariat	x				DFID (FGMC)										
<b>5.7</b>	<b>VPA impact study on the livelihoods of vulnerable groups linked to the forest sector, and possible mitigation measures</b>																	
5.7.1	Define ToR and contract consultants for the study to explore expected livelihood impact of the VPA, and possible mitigation measures	JMRC	GFC, EUDEL, EPA, MSP	x				EU/FAO										
5.7.2	Conduct social impact study and create baseline of livelihood assets, and access and control over these by relevant (vulnerable) stakeholders	JMRC	GFC, EUDEL, EPA, MSP	x				EU/FAO										
<b>6</b>	<b>Strategic task 6: Stakeholder engagement, coordination and outreach mechanisms in place</b>																	
<b>6.1</b>	<b>Stakeholder engagement, coordination and outreach mechanisms established and supported</b>																	
6.1.1	VPA communications strategy targeting the different stakeholder groups developed/updated and operationalised	NIWG, FLEGT Secretariat	GFC	x				FAO										
6.1.2	Effectiveness of communications strategy monitored	NIWG, FLEGT Secretariat	GFC	x				DFID (FGMC)										
6.1.3	Out-reach and awareness programmes (on issues such as GTLAS, independent auditor, complaints mechanisms, etc) targeting local authorities, local & indigineous communities and Civil Society Organisations and private sector actors designed and conducted	NIWG, FLEGT Secretariat	GFC	x				DFID (FGMC)										
6.1.3a	Supporting priority actions for Amerindian Communities to participate in the Guyana VPA Process	APA	FAO				x	FAO										
6.1.3b	Improving FLEGT readiness of 69 Community Forestry Organizations through increased awareness of related regulation	GFC	FAO				x	FAO										
6.1.3c	Promoting sustainable forestry in Indigenous Peoples' communities through capacity building and direct participation in the EU FLEGT VPA Proces	NTC	FAO			x		FAO										
6.1.4	Information briefs on VPA GTLAS Implementation published and disseminated	FLEGT Secretariat	GFC	x				DFID (FGMC)/FAO										
6.1.5	Information exchange platform/media portals for consistent dissemination of information developed and sustained, including:	FLEGT Secretariat	GFC	x				DFID (FGMC)/FAO										
6.1.7	b) web-based question and feedback (Q&A) mechanism on VPA-FLEGT for the business sector	FLEGT Secretariat	GFC	x				DFID (FGMC)/FAO										



<b>8</b>	<b>Strategic task 8: Finance mechanisms for implementing the VPA in place</b>																		
<b>8.1</b>	<b>Finance mechanisms established</b>																		
8.1.1	Ministry of Finance makes annual operational budget allocation for each Ministry and Agency involved in GTLAS implementation	MoF	EPA, RA, MSP, NIB, GLSC, DR, LR, NPPO, WCMC, MPI, MoP, CR, CS, GFC	x															
8.1.2	Organise donor round table to address funding gaps	MoF	Norway, Dfid, MoF, NIWG	x															
8.1.3	Fund mobilisation strategy developed	MoF		x															
8.1.4	Gradual implementation of the new GFC's revenue structure	GFC	MoF																
<b>8.2</b>	<b>Technical Assistance provided</b>																		
8.2.1	Procure and contract regular TA to support GTLAS development and VPA implementation	(pre)JMRC/GFC	EFI	x															
8.2.2	Service provider to provide Technical backstopping for priority actions as indicated in workplan and agreed through JMRC	(pre)JMRC/GFC		x															