

Guyana-EU JIF: Monitoring Plan		Draft: 31 May 2019															
	Strategic tasks, outputs, and activities	Indicative timeline											Main responsible agencies	Milestone			
		2019/2020				2021		2022		2023							
		Q1-2	Q3-4	Q1-2	Q3-4	Q1-2	Q3-4	Q1-2	Q3-4	Q1-2							
1	Strategic task 1: VPA ratification process																
1.1	VPA package completed and signed															EU & Guyana	
1.1.1	Legal scrubbing of VPA document package															EU & Guyana	
1.1.2	Translation into EU languages															EU	
1.1.3	Proposed decisions of Commission to Council															EU	
1.1.4	Presentation of VPA to Council															EU	
1.1.5	Council adopts decision to sign Agreement.															EU	
1.1.6	Preparation for signing of VPA (dates, location, briefing and communication)															EU & Guyana	
1.1.7	Signing of VPA by parties															EU & Guyana	✓
1.2	EU ratification process completed															EU	
1.2.1	Submission of the Agreement by the Commission to EU Parliament															EU	
1.2.2	Discussion in EU Parliament															EU	
1.2.3	Approval of Agreement by EU Council of Ministers															EU	
1.2.4	European Parliament consent to ratification of Agreement															EU Parliament	✓
1.2.5	EU Notify Guyana that procedures completed																
1.3	Guyana ratification process completed															Guyana	
1.3.1	Submission of the Agreement by Ministry of Natural Resources to Guyana Parliament															MNR	
1.3.2	Discussion in Guyana Parliament															Guyana Parliament	
1.3.3	Approval of Agreement for ratification by Government of Guyana															Guyana Parliament	✓
1.3.4	Guyana notify EU of their ratification of the VPA															Guyana	
1.4	VPA ratified and published																
1.4.1	Agreement formally ratified and published by Guyana and the European Union															EU & Guyana	✓
2	Strategic task 2: VPA management, coordination and monitoring mechanisms in place																
2.1	Pre-JMRC established, supported and functional																
2.1.1	Pre-JMRC established by Guyana and EU															EU & Guyana	✓
2.1.2	GIF prepared through a multi-stakeholder process and adopted by pre-JMRC															Pre-JMRC	
2.1.3	Rules of Procedure for Pre-JMRC/JMRC prepared and agreed by parties															Pre-JMRC	

3.2	Control and verification mechanisms within GTLAS Ministries and GoG agencies established and functional																					
3.2.1	Control and verification procedures of GTLAS Ministries and Government Agencies reviewed and gaps addressed																			GFC		
3.2.2	Verification procedures of GTLAS Ministries and Government Agencies evaluated and aligned with GTLAS requirements																			NIWG/GFC		
3.2.3	Develop procedures and protocols for exchange of information between Management Information System Unit (MISU) and GTLAS Ministries and GoG agencies																					
3.2.4	MISU in GFC/FD is strengthened and functional																			GFC/FD		
3.3	Review and update the non-compliance procedures and penalties for breaching requirements of institutions responsible for GTLAS verification																					
3.3.1	Assessment study of procedures and recommendations for improvement pertaining to non-compliance undertaken																				GFC/FD	
3.3.2	Update of procedures and regulations on sanctions in case of non-compliance																				GFC/FD	
3.3.3	A non-compliance component integrated in the CID																				GFC/FD	
3.4	The Internal Audit Unit (IAU) enhanced and functional																					
3.4.1	Expanded roles and responsibilities of the IAU to include auditing of GTLAS elements																				GFC/IA	
3.4.2	IAU enhanced and functional																				GFC	√
3.5	GTLAS manual of procedures, guidelines, codes of practice, and policies developed/strengthened and implemented																					
3.5.1	Review committee for GTLAS manual of procedures for verification, guidelines, codes of practice and policies established																				GFC	
3.5.2	Draft/strengthened GTLAS manual of procedures, guidelines, codes of practice and policies completed																				GFC	
3.5.3	Consultations on GTLAS manual of procedures, guidelines, codes of practice and policies conducted																				GFC	
3.5.4	GTLAS manual of procedures, guidelines, codes of practice and policies submitted for approval																				GFC	
3.5.5	GTLAS manual of procedures, guidelines, codes of practice and policies approved and implemented																				GFC	√
3.5.6	Manual of Procedures for controlling imported timber products developed																				GFC	√
3.5.7	Procedures for re-entry of seized timber in the supply chain developed																				GFC	
3.5.8	FLEGT Licensing procedures in place																				GFC	

4.1.1	Capacity and information needs assessments conducted for the different stakeholder groups																		GFC	√
4.1.2	Capacity development programs for GTLAS Ministries and Government Agencies prepared and delivered																		GFC	
4.1.3	Information, training and coaching programs for private sector strengthened																		GFC	
4.1.3a	Building the awareness and capacity of private sector operators to participate in the VPA process in Guyana																		FPA	
4.1.4	Undertake training for SMEs, CFAs and SLAs on compliance with GTLAS requirements																		GFC/FTCI	
4.1.4a	Providing Capacity Building Assistance to Community Forest Organizations (CFOs) on the Environmental Authorisation process in Guyana																		EPA	
4.1.5	Enhance capacity of Training institutions to support capacity building programmes for the VPA																		GFC/FTCI	
5	Strategic task 5: Planning, Monitoring and Evaluation Mechanisms for VPA implementation in place																			
5.1	A system for planning, monitoring and evaluation of VPA established																			
5.1.1	PM&E system developed and functional																		NIWG/FLEGT Secretariat	√
5.1.2	Establish baseline for monitoring and evaluating the implementation of the VPA																		NIWG/FLEGT Secretariat	
5.1.3	Periodical and systematic monitoring and evaluation of implementation of VPA and GTLAS to inform adjustments in planning																		NIWG/FLEGT Secretariat	
5.1.4	Periodic monitoring of VPA impact on trade, industry, sector governance, human well-being and forest ecosystem health																		NIWG/FLEGT Secretariat	
5.2	Independent Audit mechanism established																			
5.2.1	Procure, select and contract Independent Auditor																		JMRC	√
5.2.2	Inception Report by Independent Auditor submitted and approved by JMRC																		JMRC	
5.2.3	Independent Audit methodology approved by JMRC and publicized																		JMRC	
5.3	Complaints mechanisms developed/enhanced and operational																			
5.3.1	Complaints mechanisms (channeled through Ministries and Government Agencies, Independent auditor, and JMRC) designed																		Pre-JRMC	
5.3.2	Proposed complaints mechanisms design presented to stakeholders for comments and input, recorded by JMRC																		Pre-JRMC	
5.3.3	Final design of complaints mechanisms approved by JMRC and functional																		JMRC	
5.3.4	Complaints mechanisms published, and information accessible to stakeholders																		JMRC	

