

## **Report of the 8<sup>th</sup> APFP Project Management Meeting 9<sup>th</sup> July 2013, Manila, the Philippines**

### **INTRODUCTION**

1. The 8<sup>th</sup> ASEAN Peatland Forests Project (APFP) Project Management Meeting (PMM) was held on 9<sup>th</sup> July 2013 in Manila, the Philippines. The Meeting was attended by representatives from Indonesia, Malaysia, Philippines and Viet Nam, the ASEAN Secretariat and IFAD; and the Global Environment Centre (GEC) as the Regional Project Executing Agency (RPEA). Apologies were received from Singapore and Brunei Darussalam. The ASEAN Center for Biodiversity attended the meeting as observers. The List of Participants is in **ANNEX 1**.

### **AGENDA ITEM 1: WELCOME REMARKS**

1. The Meeting was chaired by Dr. Raman Letchumanan, Project Director and Head of the ASEAN Secretariat Environment Division.

### **AGENDA ITEM 2: LAUNCH OF MEETING**

2. The meeting was officially opened by Mr Ernesto D. Adobo, Jr., Undersecretary of Staff Bureaus/DENR. In his opening address, he expressed his appreciation to the project for enabling development of sustainable conservation of peatlands in the Philippines.

### **AGENDA ITEM 3: INTRODUCTION AND CONFIRMATION OF THE AGENDA**

3. The Meeting adopted the Agenda, as in **ANNEX 2**.

### **AGENDA ITEM 4: MATTERS ARISING FROM PMM7**

4. The Meeting reviewed the matters arising from the Seventh Project Management Meeting (PMM7) held in November 2012 in Pontianak, Indonesia, and noted progress made. The progress on action from the PMM7 is attached as **ANNEX 3**.

### **AGENDA ITEM 5: RECOMMENDATIONS AND FOLLOW-UP FROM THE MTR**

5. The meeting viewed the recommendations and matters to follow-up from the MTR held in late 2012. Generally, MTR concluded that the project had made good progress and was on the way to deliver most of the targeted results. Some areas for enhancement of project administrative systems and practices were identified. The Project Director urged all country components to address internal problems, keep

track of their progress to make sure that the work done is sustainable. Countries need to ensure funds are utilised in the given time frame as any balance will have to be returned to IFAD when the project period ends in June 2014. A summary of the progress to June 2013 in implementing the Recommendations of the MTR is given in **ANNEX 4**.

6. Mr Faizal Parish introduced the Concept Paper of APFP Phase 2 (see **ANNEX 5**). This concept builds on the experience and lessons learned in Phase 1 and the recommendations of the MTR. The concept was reviewed and several suggestions made including enhancing the elements relate to community involvement and enhanced ownership by local governments. The recommendation for a second Phase would be highlighted at the upcoming Ministerial Steering Committee on haze.

**Action 1: ASEC to highlight the proposal for a second phase to the TWG/MSC meeting on 15-17 July in Kuala Lumpur and also organize with RPEA a follow up meeting to develop the concept further.**

#### **AGENDA ITEM 6: RECENT PEATLAND FIRE AND HAZE ISSUE**

7. From 18 to 28 June, there was serious haze pollution in Indonesia, Malaysia and Singapore caused by large peatland fires mainly in Riau, Indonesia.

8. Dr. Lailan Syaufina first presented the fire situation in Riau and actions that were taken to control the fires by provincial and national governments. The National Disaster Team was mobilized and armed forces supported fire-fighting. The Project Director emphasized further needs to enhance and fully operationalize the early warning system. It was also noted that even though the zero-burning of the Project areas was maintained well, the burning started nearby sometimes affected the Project areas. A copy of the presentation is in **ANNEX 6**.

**Action 2: Indonesia Component to assess what further actions could be taken in 2013 to reduce the risk of peatland fires especially in Riau Province.**

9. Mr Balu Perumal presented fire incidences in Selangor, particularly where 130 hectares of land burned in southern Selangor. Encroachment on the neighboring state land and the open-burning activities by the farmers that has been spread into the forest reserve and over-drainage were identified as the key problems. The fire-fighting is fully supported by the local Fire and Rescue Department, Forest Department, District Office, Department of Irrigation and Drainage and the Department of Environment. The situation in the pilot site in northern Selangor is under control with only 5 fires recorded (total area affected less than 10 ha, greatly reduced from 1000 ha prior to the project) all outside the forest reserve. A copy of the presentation is in **ANNEX 7**.

**Action 3: Malaysian component assess what guidance can be provided to prevent fires in southern Selangor based on experience in pilot site.**

10. Faizal Parish presented the observations and actions taken by the RPEA team including a mission to Riau towards the end of June and early July. A copy of the presentation is in **ANNEX 8**.

**Action 4: RPEA To examine options to adjust activities in remainder of project to enhance attention on peatland fire prevention in Malaysia and Indonesia.**

11. Philippine and Viet Nam component confirmed that there had been no significant peatland fires in their respective countries.

**AGENDA ITEM 7: PROGRESS AND ANNUAL WORK PLANS AND BUDGET (AWPB 2013)**

**a. Indonesia**

12. The Indonesian National Coordinator, Mr Hermono Sigit, extended his apologies for not attending due to health issues. The Meeting noted the progress of the Indonesia Component (53% of the total budget had been used) and the 2013 Country AWPB, which was presented by Dr. Lailan Syaufina, the National Expert, as in **ANNEX 9**. The Project Director encouraged the Indonesian component to focus on site-level work and communities as well as carefully monitor the progress of the project.

**b. Malaysia**

13. Malaysian National Expert Mr Balu Perumal conveyed regrets from Mr Hamdan Napiah, National Coordinator, for not attending due to health issues and presented the updates. The Meeting noted the progress of the Malaysia component (57% of the budget had been used) which stressed the importance of multi-sectoral work with other agencies and community participation for capacity building and project success. The presentation appears as **ANNEX 10**.

**c. Philippines**

14. The Meeting noted the progress of the Philippines Component (59% of the budget had been used), presented by Ms. Armida P. Andres, the National Coordinator for the Philippines, as in **ANNEX 11**. There were 4 specific outcomes achieved in this reporting period.

**d. Viet Nam**

15. The National Expert for Viet Nam, Dr. Le Phat Quoi, presented the progress of the Viet Nam Component( approximately 50% of the budget had been used), as in **ANNEX 12**. The Meeting noted issues faced related to delayed fund disbursement from VEA to project implementers, which has resulted in disruptions to several project activities.

**Action 5: ASEC to check with The National Coordinator of Viet Nam regarding the status of fund disbursement. Dr Quoi to verify the details of the outstanding payments to consultants and inform the Project Director who will take the matter up with VEA.**

#### **e. Regional**

16. Mr Fuad Shariff, Coordinator for the Regional Component, presented the progress of Regional Component of the Project, as in **ANNEX 13**. Approximately 75% of the budget has been spent. A proposed reduction in the budget allocation for 2013 was made to ensure that some funds would remain for 2014. In addition it was agreed that some planned activities such as the workshop on incentives would be dropped and funds reallocated to support action to address the peatland fires and haze. The Meeting noted the progress made so far and approved the proposed adjustment to the AWPB project budget.

**Action 6: RPEA to submit a formal request for an adjustment of the AWPB 2013.**

17. The Project Director informed the meeting that it was not possible for the ASEAN Secretariat to recruit and retain project staff for the Project. Therefore all work under the project will be undertaken by ASEC staff. The allocation for project staff will be re-allocated for project related work such as monitoring project sites, attending to emerging project issues and preparation for Phase II.

18. The Project Director reminded the meeting that the project implementation period would end by June 2014. Accordingly, the remaining budget could be reallocated at PMM9 in November 2013, if the national expenditure rate does not reach about minimum 70% of the total budget as promised.

#### **AGENDA ITEM 8: PROJECT MANAGEMENT AND ADMINISTRATION**

##### **a. Finalisation of financial, technical (SAPR Jan-June 2013) and PIR Report**

19. It was noted that the Semi-Annual Project Report up until June will normally be due in late August. However it was agreed to provide the report early to enable the information to be incorporated into the Annual PIR which is due on 31<sup>st</sup> August. Components were reminded to follow the new format provided.

**Action 7: Components to provide their component SAPR Jan- June 2013 by 15 August to the RPEA**

##### **b. Summary of 2012 expenditure and updates of 2012 Audit Report**

20. Mr Faizal Parish informed the meeting that the completed original audit reports had been received by the RPEA for all components except for Malaysia. The

audit report for Malaysia had apparently just been received by the National Coordinator but some adjustments were needed in the detailed financial statement as a result of the audit

**Action 8: Malaysian component was requested to submit an amended report to the RPEA by Friday 12<sup>th</sup> July 2013 to enable the RPEA to prepare an adjusted summary report for approval by the project director and submission to IFAD.**

**c. Review of progress in meeting indicators/ targets in M&E plan.**

21. The draft summary table on progress in meeting indicators and targets up to 30 June 2013 was presented to the meeting as in **ANNEX 14**.

**Action 9: Components to submit to the RPEA any comments/enhancements on their respective sections of the summary table on indicators by 15 August**

**d. Review of co-financing status**

22. The RPEA briefed the meeting on the need to update the co-financing status for the project.

**Action 10: Components to submit to the RPEA their Co-financing reports for 2012 and Co-financing plans for 2013 in the appropriate format by 15 August**

**AGENDA ITEM 9: LINKAGE AND MANAGEMENT OF APFP AND SEAPEAT PROJECTS**

**a. Update of the development of FDRS**

23. The FDRS is continuing to be developed. MMD have now added the maps of peatlands in Indonesia to the FDRS maps. RPEA and Malaysian component are liaising with MMD on the upgrading of the system and the preparation for the planned workshop.

24. The FDRS development workshop will be tentatively held on 9-13 September 2013 in the Malaysian Meteorological Department office. The meeting will be relevant for those working in the meteorological organisations and on FDRS. Participants are required to be sponsored by their respective organisations.

**Action 11: ASEC/RPEA to confirm the final arrangements with MMD for the workshop and ASEC to send out the invitations to country focal points for distribution.**

**b. Update of the APMS**

25. The adjustments based on the feedback at the previous meeting in 2012 were highlighted. Country components were requested to look into changes to the APMS and make final comments by the end of July.

**Action 12: ASEC to distribute the final revised APMS for formal comment prior to formal approval at the COP of the AATHP in September 2013.**

**c. Follow up action of the framework for incentives for sustainable management of peatlands in Southeast Asia**

26. The RPEA has published the report on Incentive options for sustainable peatland management which was circulated at the meeting. Dr. Lailan Syaufina made a presentation as in **ANNEX 15** on experience in Indonesia related to incentives.

**Action 13: Country components should review and follow up on relevant aspects of the framework of incentives for peatland management.**

**d. Follow up on the SEAPEAT Site network and peat site directory**

27. An update was given on the status of peatland sites and experts included in the online SEA Peat Network.

**Action 14: Country components to review and update current entries and provide more information on sites based on their country component activities.**

**e. Media Contest – “Peat for Life”**

28. Ms. Azura Ahmad briefed the meeting on the status of the media Contest.

**Action 15: Country components to further promote the Media Contest and inform RPEA of action taken.**

**f. Guidelines for BMP for plantations on peat**

29. The RPEA gave an update on the development of BMP manuals for plantations on peat.

**Action 16: Country components were encouraged to promote the best management practice guidelines for Oil Palm Plantations and to liaise with the RPEA if any technical support was needed.**

**g. Outreach**

30. Ms. Azura Ahmad briefed the meeting that the RPEA is preparing a quarterly newsletter on the project and peatlands in general.

**Action 17: Country components were urged to share news and updates with the RPEA to be included in the newsletter or publicized to the public.**

#### **AGENDA ITEM 10: CALENDAR OF EVENTS FOR 2013**

31. The Meeting agreed on the schedule of meetings/events for the remainder of 2013 as in **ANNEX 16**. It is noted that the Workshop on Incentive Options will be dropped from the calendar and the FDRS meeting was rescheduled to 9-13 September 2013.

**Action 18: Respective Components will provide to RPEA their upcoming events to be consolidated into the Events Calendar.**

#### **AGENDA ITEM 11: LINKAGE AND MANAGEMENT OF APFP AND SEAPEAT PROJECTS**

32. A Result Oriented Monitoring mission for the SEApeat project is scheduled from 30<sup>th</sup> September to 11 October 2013. The tentative plan is to visit activities in Malaysia and Indonesia, as well as either Philippines or Vietnam. The results of this will factor into EU's consideration to support Phase II of the project. The country components indicated that they are happy to host the ROM mission in their respective countries.

**Action 19: RPEA to update relevant components regarding the planned ROM schedule.**

#### **AGENDA ITEM 12: PREPARATION FOR PMM9 AND PSC5**

33. The Malaysian component announced that they are planning to hold the PMM9/PSC5 in Shah Alam in Selangor; with a site visit to peatland forests in Selangor.

#### **AGENDA ITEM 13: CONFIRMATION OF NEXT MEETING(S)**

34. The Meeting agreed that the 9<sup>th</sup> PMM would be held in Malaysia in November 2013.

**Action 20: ASEC/RPEA to confirm the dates of the PMM9/PSC5 in conjunction with the components.**

#### **AGENDA ITEM 15: OTHER MATTERS**

##### **Briefing on field visit**

35. Mrs Armida Andres made a short presentation on the visit to the APFP project site in Mindanao on the 10<sup>th</sup> July, as in **ANNEX 17**.



36. Malaysia and Indonesia asked for clarification on the status of the recent withdrawal requests. Mrs Riena Prasiddha explained that it normally takes IFAD about three weeks to process the WA upon the arrival of the original SOE, and it was still within that processing time.

## **Acknowledgements**

37. The delegates expressed their appreciation to the Department of Environment and Natural Resources Philippines and the RPEA for the arrangements made for the meeting. The delegates also expressed appreciation to the ASEAN Secretariat for the support provided for the Meeting.

38. The Meeting was held in the traditional spirit of ASEAN cooperation and cordiality.

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