

ANNEX H: PROJECT IMPLEMENTATION ARRANGEMENTS

Division of Responsibilities:

UNEP/DEPI is the **Implementing Agency (IA)** for this GEF project. UNEP/DEPI shall in its role as GEF Implementing Agency, provide project oversight to ensure that GEF policies and criteria are adhered to and that the project meets its objectives and achieves expected outcomes in an efficient and effective manner. It shall also in partnership with MFESD and other key project partners engage in promoting the project with a view to mobilizing resources and partnership. Project supervision will be entrusted to the UNEP Division of Environmental Policy Implementation (DEPI) Director who will discharge this responsibility through the assigned Task Manager who represents the UNEP/DEPI Director on the Project Steering Committee. Project supervision missions by the Task Manager shall constitute part of the project supervision plan. UNEP/DEPI will perform the liaison function between UNEP and the GEF Secretariat and report on the progress against milestones outlined in the CEO approval letter to the GEF Secretariat. UNEP shall inform the GEF Secretariat whenever there is a potentially substantive co-financing change (i.e. one affecting the project objectives, the underlying concept, scale, scope, strategic priority, conformity with GEF criteria, likelihood of project success, or outcome of the project). It shall rate, on an annual basis, progress in meeting project objectives, project implementation progress, risk, and quality of project monitoring and evaluation, and report to the GEF Secretariat through the Project Implementation Review (PIR) report prepared by the Executing Agency (EA) and ensure that the Evaluation and Oversight Unit of UNEP arranges for an independent terminal evaluation and submits its report to the GEF Evaluation Office.

The Ministry of Forest Economy, Sustainable Development and Environment is the **Executing Agency (EA)** of the project and shall take responsibility to ensure that the project is implemented in accordance with the (a) agreement to be signed with UNEP/DEPI, (b) agreed objectives, activities and budget and deliver the outputs and demonstrate its best efforts in achieving the project outcomes. It shall also coordinate activities with the other key Government and other relevant partners and address and rectify any issues raised by UNEP with respect to project execution in a timely manner. As Executing Agency (EA), the Ministry is committed to make best use of project resources and implement the project in the most effective manner.

The Project management structures will be comprised of the following:

A Project Steering Committee (PSC) will be established to oversee the GEF project. Strategic monitoring of project activities will be the responsibility of the Project Steering Committee (PSC), which acts as the Project Board of Directors. The PSC will meet annually, or extraordinarily as may be warranted, in order to:

- Provide overall guidance and ensure coordination between all parties;
- Provide monitoring for project implementation;
- Review and adopt the annual work plans and budgets prepared by the Project Coordinator and Chief Technical Advisor, in conformity with the project objective and subject to the rules of GEF and UNEP;
- Review the six-monthly progress reports to be prepared by the Project Director and Technical Advisor, and oversee the implementation of corrective actions, when necessary;
- Enhance synergy between the GEF project and other initiatives being implemented in the project area; and
- Provide advice on policy and strategic issues to be taken into account during project implementation.

The members of the PSC will include:

- **Chair:** the designated Director General in the Ministry of Forest Economy, Sustainable Development and Environment;
- **Co-Chair:** UNEP/DEPI Task manager or mandated UNEP Official
- **Members:** GEF Operational Focal Point, and staff from relevant departments from ministries in charge of environment, forestry, protected areas, agriculture, livestock, mining, finance, land reform, scientific research and local administration, as well as special economic areas. Specific roles within the PSC are based on the mandates assigned to each ministry.

The Secretariat to the PSC will be provided by the Project Management Unit.

As may be required on specific issues, an Advisory group can be formed to offer any other guidance or expertise as required by the specific agenda of the PSC.

A Project Management Unit (PMU): The daily management of the project remains with the project team under the watchful eye of the designated General Directorate of the Ministry. The PMU will be thus supported by the project support team and a technical advisory team. The Project Management Unit consists of:

- Project Coordinator – national
- Chief Technical Advisor / PA or Natural Resources Management expert (Conseiller Technique Principal / expert en AP) - international
- Project Director / Stakeholder Engagement Officer- national (designated by the Minister of Environment)
- Financial Officer (Financier) – national
- Support staff x 2 (Personnels d'appui) – national

See Appendix 5: Terms of Reference for Project Personnel for detailed overview of PMU roles.

The PMU will be hosted by Department of Forest Economy in the project area, Pointe-Noire, located in Kouilou department. The hosting costs will be covered entirely by the Government; for the staff, the costs and management will be shared between the project and the government.

Summary of Stakeholders role

- UNEP DEPI: Implementation Agency. Project oversight/supervision, project framing and global policy, and support for partnerships and additional resource mobilization.
- Government Ministries: Overall responsibility for environment and forestry policies, development and protection in Congo. Responsible for regional and transboundary cooperation.
- Local Government Agencies: Local level technical services. Responsibility for implementing environment and forestry programmes within their administrative region, in particular the Conservators of the PA within the project zone.
- International NGOs (WWF, WCS, JGI, HELP, John Aspinal): Implementing conservation and development projects within the project area. Provide technical support particularly in area of Parks Management.
- Local NGOs (RAPAC, COGEREN, ADEMA, GERDIB, CERVE): Will advise on stakeholder consultations regarding sustainable livelihood projects.
- Local populations and CBOs: Project beneficiaries. Will play a key role in the design of the socio-economic outputs of the project.
- Private Sector: Partner in project activities, in particular reducing negative impacts on biodiversity and ecosystems, including anti-poaching efforts.

- Consultants and Service Providers: Training, support, and technical design.

External Structure

Project activities at the site level will be realized by the site managers / promoters and by the local communities. The Community Conservation Committees (CCCs) and Community Conservation Management Councils (CCGCs), helped by the Surveillance and Anti-Poaching Units (USLAB), will follow up, monitor and coordinate at the site level activities.

Technical and Financial Partners, Decentralized Technical Services, Regional and Local Authorities, Consultants and service providers are part of the external structure and will contribute to the achievement of the project objectives.

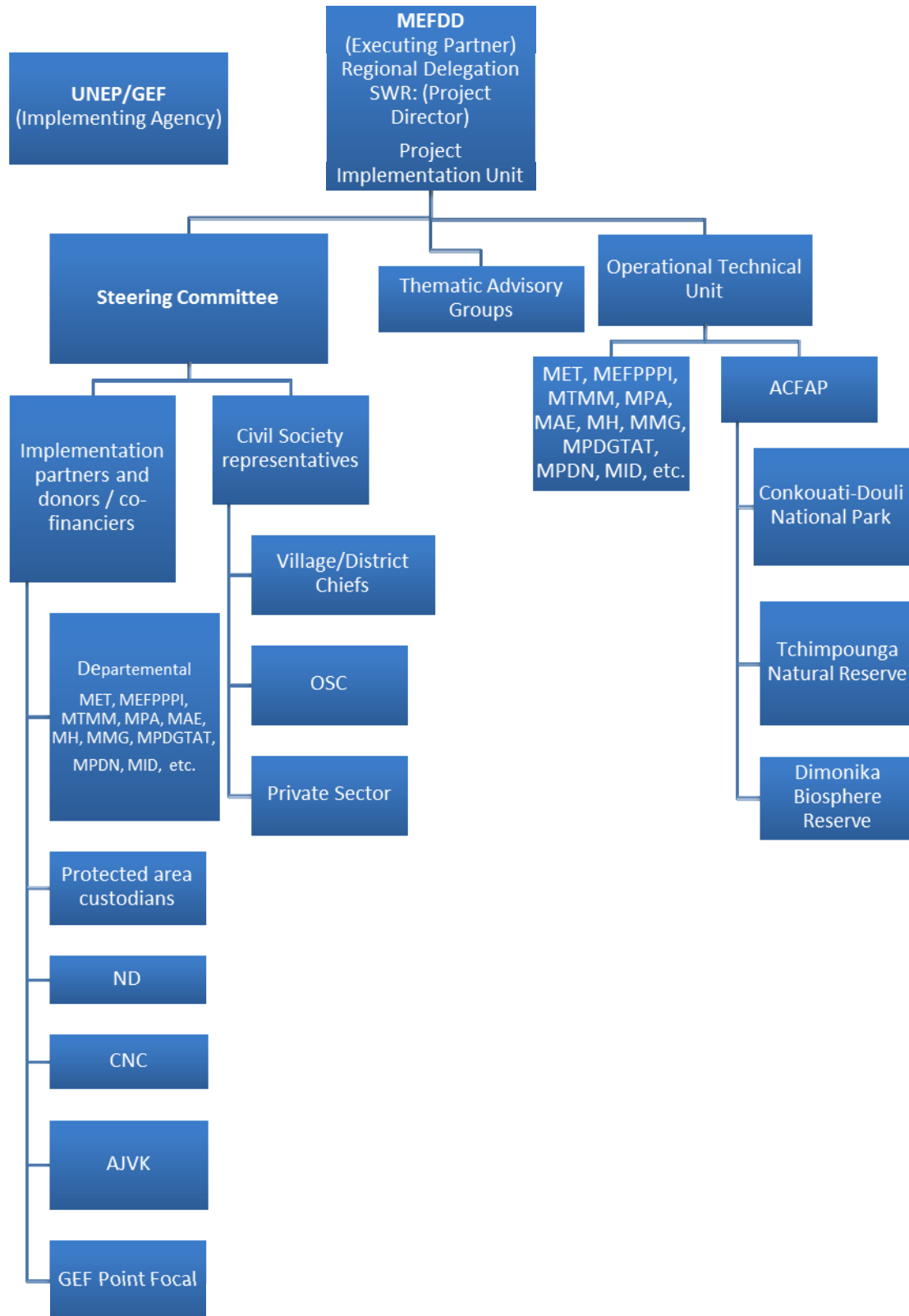
Oversight Mechanism

The PMU will assess, monitor, and control through reports, on-sites follow-up visits while feeding the indicators and disseminating the results to stakeholders and UNEP.

Inter alia, the CCCs and CCGCs are also monitoring and/ or evaluation bodies in their sites levels.

Organigram follows (next page).

ORGANIGRAM



The project is complex and involves many stakeholders and contributors. Conflict resolution will be important part of the PSC's terms of reference. A number of individuals will support the PSC with fulfilling this role: the Project Manager, the Independent mediator (national consultant), a Legal advisor (national consultant), and (up to 2) PA intervention experts, who will for example support the project in the design of a model for community and private sector participation. The project will also develop a communications strategy during the inception phase, discussed under Output 2.4.1 in the project alternative description.