

Liberia – EU FLEGT Voluntary Partnership Agreement
AIDE MEMOIRE
SECOND MEETING OF THE JOINT IMPLEMENTATION COMMITTEE
Monrovia June 10-12th, 2015

Introduction

1. The second joint Implementation Committee (JIC) to oversee the implementation of the FLEGT Voluntary Partnership Agreement (VPA) between Liberia and the EU, took place in Monrovia on June 10-12th, 2015. The meeting was co-chaired by Sister Mary Laurene Browne, OSF, Chair of the Board of Directors of the Forest Development Authority, Republic of Liberia and Ambassador Tiina Intelmann, Head of EU Delegation to Liberia.
2. The Liberian team included representation from the Ministry of Agriculture, Forestry Development Authority (FDA), Ministry of Justice (MoJ), Ministry of Finance and Development Planning (MFDP), Liberia Revenue Authority (LRA), National Bureau of Concessions (NBOC), Environmental protection agency (EPA), National Investment Commission (NIC), civil society and the private sector. The EU team included representation from the EU Delegation, EC headquarters, the UK Department for International Development (DFID) and experts from the EU FLEGT Facility. Development partners USAID and World Bank participated in some of the discussions as observers. A participants list is attached as an annex to this aide memoire.
3. Since the last JIC meeting, Liberia was hit by the Ebola crisis which slowed down many of the VPA implementation activities. This 2nd JIC meeting therefore focused on taking stock of the current status and setting priorities for 2015.
4. In her opening remarks EU Ambassador Intelmann said that 2015 is a crucial year for the global community and our planet: a series of international conferences will agree on Financing for Development, sustainable development and climate change goals for the next 15 years. The FLEGT Voluntary Partnership Agreement between the EU and Liberia can make an important contribution to our joint efforts to tackle climate change. Deforestation and land use change are the main source of Greenhouse gas emissions in Liberia. Good forest governance and law enforcement are therefore critical to the success of efforts to halt deforestation and forest degradation.

Government of Liberia/FDA vision for the forest sector and role of different partners

5. The Managing director of the Forest Development Authority (FDA) presented the vision for the future of the forest sector of Liberia, including: A well trained, equipped and operational FDA to sustainably manage the forest resources, to generate revenue from timber and non-timber forest resources and ecosystem services. Liberia will be producing timber in the form of logs and (semi-)finished timber products in respect of the law. 30% of Liberia's forests will be kept under conservation status, especially in the Sapo-Tai biodiversity corridor. The agricultural sector will be improved in collaboration with partners such as Ministry of Agriculture (MoA), Tropical Forest Alliance and Government of Norway and its impact on forests will be reduced. Spreading of the savannah in the north of Liberia is halted. FDA transforms into a self-sustaining institution, a catalyst of national development that takes over the services currently provided by SGS and other partners at the end of the VPA implementation process.

6. The question of illegal forest land conversion and the risks of timber from this conversion entering the FLEGT licensing system was discussed. Participants agreed that special attention was needed to prevent this to happen in order to preserve the robustness and credibility of the FLEGT licence and called upon the GoL to develop an action plan to address this issue.
7. Key forest sector development partners in Liberia (USAID and the World Bank) and the national REDD+ coordinator were invited to present their current and planned programs in order to strengthen coordination and cooperation. Programs include the PROSPER and FIFES projects by the USAID and the World Bank Forest investment and technical assistance project. The latter is to implement the REDD+ Letter of Intent between Government of Liberia (GoL) and Norway signed in September 2014. Complementarities and significant potential synergies were identified: the JIC encouraged the project managers to make these synergies a reality and insisted in particular on the need to closely coordinate FDA support activities in order to maximize their contribution to strengthening the institution. Better forest governance and management is key to the success of our efforts. EU calls upon all parties to support and strengthen the FDA to be able to perform its key role in the sector.

VPA oversight and management structures

8. The three participatory mechanisms to oversee and to contribute to the implementation of the agreement on the Liberian side, the Liberia Implementation Committee (LIC), National Multi-Stakeholder Monitoring Committee (NMSMC) and the Inter-agency coordination committee (IACC) met regularly until the Ebola struck and state of emergency was declared at the end of June 2014. Monthly meetings of the NMSMC resumed in February 2015 and the LIC met four times in April-May in preparation of the 2nd JIC meeting.
9. On behalf of Liberia, the Ministry of Justice (MoJ) has prepared comments on the draft rules of procedure for the functioning of the JIC and the arbitration procedures for the VPA. It was agreed that the comments would be transmitted in writing to the EU and LIC by 20th June. It is expected that the rules of procedure and the arbitration procedures will be formally adopted in the 3rd meeting of the JIC.
10. A new timeline was agreed for the joint annual report of 2014: it will be finalized by end of September 2015. A small drafting team consisting of the FLEGT Facilitator, European Forest Institute (EFI) and the VPA Support Unit will draft the report. The FDA Deputy Managing Director of Operations and the EU Delegation will supervise the drafting and the Liberia Timber Association has volunteered to contribute. Stakeholders will also be consulted on the draft before both parties agree on a final draft. EFI will provide support to editing, layout and printing. The EU made reference to a tool that is has developed to systematically document progress and achievements of all VPAs, framed around the main result areas of the VPA. Initial work to compile information has been done by EFI and the FLEGT Facilitator. This tool will be shared with the stakeholders to validate the information, and thereafter regularly updated, which can then feed into the annual reports.

Legality Assurance System Development

11. SGS, contracted to build, operate and transfer the Legality Assurance System in support of the Legality Verification Department (LVD), reported on the progress. The LVD has been established within the FDA. 4 managerial positions have been filled by FDA staff, interviews are on-going for 12 additional staff and 17 are to be moved from other parts of the FDA in 2015. Thereafter further annual recruitments will take place to bring the total number of staff up to 70 by 2018. The staffing projections may still need to be modified depending on the potential evolution of the sector.


DMS, USA

12. The Ebola stopped LVD field activities from May 2014 to April 2015, but the development of the new LiberTrace software continued from distance. LiberTrace was reported to be about 95% finished. Initial user acceptance tests (UAT) were carried out in the first week of June 2015. Next steps include field testing of the LiberTrace in June-October 2015 and the final UAT in Oct 2015. Training of trainers for the use of the software will be carried out in June 2015 and continuous training of users will take place from June 2015 onwards.
13. Following Ebola a comprehensive revised interim strategy for the LVD development and legality assurance system (LAS) rollout is yet to be developed. It will be shared with the LVD Project Board for the next meeting in July 2015. Key activities and milestones until the beginning of 2016 are outlined in Annex 2.
14. Contract negotiations of the "side-agreement" between the SGS and Government of Liberia to specify the roles and responsibilities for operating the Chain of Custody and the Legality Assurance systems are scheduled for the week following the 2nd JIC.
15. A stock take exercise of the current chain of custody (CoC) system was carried out in April 2015 as a joint exercise of different government agencies together with the SGS and forest companies. EFI provided support to the exercise and Liberia Timber Association and civil society representatives participated as observers. The objective of the stock take was to assess the performance of the current system and learn lessons. The stock take showed that a CoC system is already functioning in Liberia and that all forest companies are using it on a daily basis in their business. This existing system provides a strong basis to build the complete LAS although many new elements still need to be integrated (the legality verification part and new segments of the sector like saw mills, community forests, etc.). The draft final report of this stock take has been circulated to those who participated in the exercise. Based on eventual comments, the final report will be consolidated and recommendations made to feed the development of the new system.
16. The CoC stock taking looked at some of the existing problems of compliance. SGS clarified that non-compliance management is part of the LAS standard operating procedures (SOPs) which are still under development. The stock take recommendations will be used to improve them. The EU highlighted the need of collaboration between SGS and FDA to identify the responses to the various types of non-compliances.

Improvement of regulatory framework and law enforcement

17. FDA provided an up-date on the work already carried out on 6 new regulations: vettings in 4 forest regions were carried out in 2014 for draft regulations on abandoned timber, confiscated timber, timber in transit, imported timber, third party access in concession areas and charcoal. National validation of these regulations is to be completed in 2015 followed by approbation by the Board of Directors of the FDA. EU provided initial comments on the draft regulations on timber in transit and imported timber during the meeting and committed to provide their comments in writing by 15 July 2015.
18. In the first JIC meeting, it was agreed to carry out the harmonization of the Community Rights Law pertaining to the Forest Lands of 2009 (CRL) and its regulations as a matter of urgency. A committee chaired by civil society has taken this issue forward. A report by an external expert was recently submitted to the committee and will be examined in the next NMSMC meeting.
19. A number of other draft regulations, guidelines and procedures are still to be developed as mentioned in the previous JIC. Key priorities for 2015 were discussed and agreed (see Annex 4). Timelines for the different steps leading to the approval of the new regulations were clarified to help in forward planning (see Annex 5).


Dmy, ASP

20. The EU noted that some of the new regulations will add new sources to the LAS and are thus linked to the credibility of the FLEGT licensing system. Hence, it was agreed that Liberia would share the following draft regulations with the EU: regulations on abandoned and confiscated timber, regulation on Private Use Permit (PUP), revised chainsaw regulation, regulation on plantation timber and guidelines for timber from agriculture and mining concessions (for timing see Annex 4 and 5).

VPA impact monitoring

21. Considering the delays caused by Ebola and the multitude of activities that still need to be carried out in 2015, it was decided to postpone the first discussion on the development of a VPA impact monitoring framework to 2016.
22. Following a presentation of the FLEGT independent market monitoring system (IMM) in the 1st JIC meeting, the EU provided an up-date: the inception phase has been completed and a detailed methodology and comprehensive set of indicators adopted; a Baseline report covering timber imports in the EU over the last 10 years and including country annexes covering timber exports to the EU of the 6 countries with a VPA in implementation, has been produced and will soon be available on the ITTO website; annual reports will be produced from 2015 onwards and a website with a quarterly e-news and on-line trade database will be developed. An independent evaluation of the FLEGT Action Plan is ongoing and will be finalized by the end of 2015, including a review of the implementation of the EU Timber Regulations.

Communication and transparency measures

23. The FDA public affairs division (PAD) has benefitted from training by VPA Support Unit since mid-2014. The division is implementing an 18-month strategic VPA communication plan with 5 objectives: (i) enhancing the internal communications and outreach capacities of FDA to understand and communicate the VPA, (ii) clarifying within key government bodies how the VPA processes interface with their mission, roles and responsibilities, (iii) ensuring the private sector is aware of how to be in full compliance with the FLEGT VPA, (iv) strengthening collaborations between FDA and civil society and communities to enhance public involvement in the VPA, (v) making public all documents and requirements in accordance with Annex IX of the VPA. The work so far has focused on objectives (i) and (v).
24. The website completion and availability of data was highlighted as an urgent priority. Information that needs to be made publicly available according to Annex IX of the VPA, including the reports developed and distributed by SGS/LVD, needs to be uploaded. The website will be fully operational by the end of 2015. Other means of communication, including radio and television programmes, shall also be explored.

Capacity building

25. The two main VPA implementation support projects, the VPA Support Unit (VPA SU) and the SGS/LVD both contribute to capacity building. Both projects presented the status of their capacity building implementation and the key priorities for 2015, which are captured in Annex 3. EU noted that a lot of the upcoming priorities still focus on assessment of needs instead of building actual capacity. The EU also encouraged the projects to include benchmarking against objectives and expected results for future reporting to the JIC and to evaluate the effectiveness of the capacity building activities.

26. FDA is undergoing a strategic review of its department which will result in a replacement of retirement-age staff. Together with the VPA SU the capacity needs of the new staff will be assessed and a plan developed which will also identify the funding needs for this transition before mid-2016.

VPA key priorities for 2015

27. Prior to the 2nd JIC meeting, the NMSMC and the LIC took stock of the VPA implementation status and outlined priorities for 2015. These draft priorities were further discussed, amended and agreed by the JIC (see Annex 3 to this aide memoire for details).
28. As agreed in the 1st JIC, an up-dated implementation schedule (annex VII of the VPA) was discussed and agreed by the JIC (see Annex 6).

Follow-up of stakeholder concerns from the last JIC and new issues raised by stakeholders

29. A community forestry working group, established in 2014 to review new Community Forestry Management Agreement (CFMA) applications, has reviewed more than 100 applications. 65 have passed the first step of the 9-step CFMA allocation process. The piloting of the allocation process has started in 9 communities with the support of the USAID PROSPER project. The pilots are currently in the 2nd step (social-economic and environmental assessment). The remaining applications will be further processed only when the results of the pilots are available and a manual of the process developed and validated. The delay in operationalizing the CFMAs as well as capacity and financial resources to implement the allocation process for the remaining applications is of serious concern. At the same time, both the GoL and EU recognize the importance of a robust process. The parties also recognized that the shift towards community forest management will be a major change for the forest sector in the coming years: it will require support from FDA to be a success.
30. The FDA informed that the community forestry department of the FDA has worked with the communities to address the concerns regarding the 10 existing CFMAs.
31. The regulatory framework for timber form CFMAs was discussed. For the larger areas allocated for commercial logging the FMC rules apply. Rules for small scale exploitation will need to be clarified as part of the chainsaw regulation review and reform process. The VPA legality definition remains to be amended to include this timber source.
32. The moratorium on Private Use Permits (PUP) has been maintained since February 2012 and no PUP is operational at the moment. Prosecution of government employees exposed by the Special Independent Investigative Body (SIIB) report in December 2012 is on-going. Liberia Timber Association has also taken the GoL to the Supreme Court regarding this action concerning PUPs. The appointment of the hearing officer, mentioned in the last JIC, is pending the outcome of these processes. Under the VPA the FDA is to establish a debarment and suspension system.
33. The transfer of funds from central government to communities agreed in June 2014 was delayed due to Ebola. In June 2015 the Ministry of Finance and Development Planning (MFDP) issued a check of 1 million US\$, which will be deposited by the Ministry of Internal Affairs in the account of the National Benefit Sharing Trust Board (NBSTB). In keeping with the law, participants encourage the MFDP to transfer future amounts directly and timely into the NBSTB account. GoL is called to clarify the actual amounts to be paid to communities, the procedures to follow and the timeline for transferring these payments. An overview of revenue collected over the period 2008-April 2015 is included in the Annex 7 to this aide memoire. The communities are entitled to 30% of area fees and annual administrative fees. SGS will report on the breakdown revenue collected and owing to

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government counties and communities according to legal provisions. FDA will reflect on the information on revenues collected over the past 8 years and provide an update on the amount of money still outstanding to communities before the next JIC meeting.

34. The Liberia Chainsaw and Timber Dealers Union (LICSATDUN) expressed a concern regarding their institution and the lack of awareness raising on the Chainsaw milling regulation since its approval in 2012. The union wants to play a central role in the implementation of the regulation. The FDA pointed out that currently no forest areas have been allocated to chainsaw milling, so a review of the regulation is needed before it can be implemented. FAO is willing to support a study on the chainsaw milling situation to inform this review.

Date of the next JIC

35. The 3rd meeting of the JIC is scheduled for the 3rd week of November 2015 in Monrovia. It was decided that the EU will take the lead in organizing the next meeting.

Signed: _____

Mary Laurene Browne, OSF
Sister Mary Laurene Browne, OSF
Chair of the FDA Board of Directors

Signed: _____

Tiina Intelmann
Ambassador Tiina Intelmann
EU Delegation to Liberia

Date: _____

June 12, 2015

Date: _____

12/06/2015

Annex 1: List of participants

2nd VPA Joint Implementation Committee Meeting (including technical session and stakeholder meeting) 10th -12th June, 2015

Liberia Team

1.	Sister Mary Laurene Browne, OSF-	FDA Board Chair
2.	Hon. Harrison S. Karnwea, Sr. -	Managing Director, FDA
3.	Hon. Darlington Tuagben -	FDA
4.	Mr. Joseph J. Tally -	FDA
5.	Madam Victoria Y. Cole -	FDA
6.	Mr. Richie Grear -	FDA
7.	Mr. Rex Henry -	FDA
8.	Mr. Musa O. Lymas -	FDA
9.	Mr. Simula Kamara -	FDA-LVD
10.	Mr. Saah A. David, Jr. -	FDA-RIU
11.	Hon. Charles McClain -	MOA
12.	Hon. Stanley D. Barh, Sr. -	MFDP
13.	Hon. Oliver Clarke -	MFDP
14.	Hon. Jerry T. Taylor -	MFDP
15.	Hon. Elfrieda S. Tamba -	LRA
16.	Hon. Decontee K. Sackie -	LRA
17.	Mr. Christopher S. Wallace -	LRA
18.	Hon. Edwin Walker -	NBOC
19.	Mr. Mullar P. Pantoe -	NBOC
20.	Cllr. Emmanuel A. Tulay -	MOJ
21.	Cllr. Molewuleh B. Gray -	NIC
22.	Mr. David S.K. Kollie -	EPA
23.	Mr. Simon Karbah -	NASCCORP
24.	Mr. Robert S. Paywala -	NASCCORP
25.	Hon. Rudolph J. Merab, Sr. -	Private Sector
26.	Mr. Ekema Witherspoon -	Private Sector
27.	Mr. John Baxter -	Private Sector
28.	Mr. Julius Kamara -	LICSATDUN
29.	Mr. Arthur Karngbe -	LICSATDUN
30.	Mr. Jonathan Yiah -	CSO
31.	Ms. Venessa Togba -	CSO
32.	Mr. Dominic Johns -	CSO
33.	Mr. Joseph Kennedy -	CSO
34.	Mr. Matthew T. Walley -	Community
35.	Mr. Sollie Geroe -	Community
36.	Mr. Michael M. Robert -	Community

European Union Team

1.	Ambassador Tiina Intelmann	-	Head of EU Delegation
2.	Mr. Manuel Iglesias	-	EU Delegation
3.	Madam Julia Falconer	-	DFID
4.	Mr. Thomas de Francqueville	-	EFI
5.	Madam Lea Turunen	-	EFI
6.	Madam Marieke Wit	-	FGMC Support Team
7.	Mr. Bernard Crabbé	-	European Commission
8.	Mrs. Rose Johnson-Blidi	-	FLEGT Office

International development partners

5.	Madam Jennifer Talbot	-	USAID
6.	Mr. R. Jerome Anderson	-	USAID GEMS
7.	Mr. Daniel D. Wleh, Jr.	-	USAID GEMS
8.	Mr. Paul Meadows	-	USAID/PROSPER
9.	Mr. Abimbols Adubi	-	World Bank
10.	Madam Catherine Anderson	-	World Bank
11.	Madam Deborah Isser	-	World Bank
12.	Madam Kou M. Johnson	-	World Bank

Observer

1.	Mr. Kofi Ireland	-	UNMIL
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VPA implementation support

1.	Mr. Abraham Guillen	-	FLEGT Facilitation
2.	Mr. Clinton Bambridge	-	SGS/LVD
3.	Mr. Francis Odoom	-	SGS/LVD
4.	Dr. Shiv S. Panse	-	SGS/LVD
5.	Mr. Wolfgang Thoma	-	VPA SU
6.	Mr. Charles K. Miller	-	VPA SU
7.	Mr. Dixon P. Gblah	-	VPA SU
8.	Mr. F. Dadeh Harper	-	VPA SU
9.	Mrs. Queta J-Hessou	-	VPA SU
10.	Ms. Susan Sulloe	-	VPA SU

Annex 2: LAS Development Update - Key Activity Milestones

- LV Inspector Training completed December 2015
- LV Auditors Training completed 1st/2nd Quarter 2016
- Handover plan November 2015
- Legality Matrix checklist complete December 2015
- SOP'S for COC and LAS completed by November 2015
- Tag Management SOP's September 2015
- Commencement of Buchanan office refurbishment Sept 2015
- Pilot handover of system 2nd quarter 2016
- Recruitment and funding for LVD secured June 2015
- QMS and complaints management system November 2015
- LLD procedures completed December 2015

Annex 3: VPA Key Achievements to May 2015 and key priorities for 2015

KEY OUTPUTS	KEY ACHIEVEMENTS	KEY PRIORITIES 2015
1. VPA IMPLEMENTATION STRUCTURE ESTABLISHED		
JIC established	First JIC meeting in May 2014	3rd meeting of JIC held
Annual Reports	Report template approved	Publish 2013-2014 annual report
JIC procedures established	JIC procedures introduced in May 2014	LIC/MoJ Comments on the drafts Formal approval in the 3rd JIC
JIC Complaint mechanism developed	-	-
Cross department coordination	Inter-agency coordination committee established in 2014	Monthly meetings of the Inter Agency Coordination Committee
National stakeholder committee for monitoring VPA	NMSMC ToR and operating procedures finalised in 2014	Monthly meetings of the NMSMC
Liberia Licensing Department (LLD) fully operational	-	FDA/LRA to discuss and define when LLD is to become operational
2. CAPACITY IMPROVED		
Public Administration: comprehensive training & investment plan	Plan drafted by VPA SU started in 2014 and in progress 2015	- Complete capacity gap analysis for FDA and all relevant MACs - Complete plan for staffing and training in LVD and other departments - Development plans approved and implementation initiated for FDA's Commercial and Community Forestry Departments - Functions of Forestry Law Enforcement Dptm. and Planning Unit reviewed - Review of sustainable forest management plans completed for CFMA and FMC - Review of harvesting code completed - Build capacity in timber grading/ scaling - Template for compliance reporting established (legality checklist) - Application manual drafted and endorsed by FDA for community forestry (9 steps for authorized community) - FDA GIS Unit Development plan designed, approved and implementation initiated; equipment and software supplied; staff trained
Public Administration: Implementation of capacity-building plan	VPA SU and LVD started capacity building of administrations in 2014	- Completion of FDA HQ building - Zorzor and Buchanan offices equipped and fully functional - Filing system established across FDA - Develop plans and initiate implementation of priorities for all MACs
Training for commercial Private Sector	-	- Functional Secretariat established - Training in COC system & legality matrix - At least one PS Stakeholder has

		developed a community engagement plan - Sustainable forest management plans reviewed (FMC, CFMA)
Outreach to small scale chainsaw operators	-	-
Outreach by Civil Society to build capacity of communities	CSO working with communities in the context of different projects	- NGO Coalition resource center building finalized and equipped - NUCFDC Strategic plans finalised and implementation initiated - Revive Board of the NBST - Support the process for disbursement of funds from the GoL to NBST and then to CFDC
3. Financial mechanisms established and resources secured for VPA effective implementation		
Long-term sustainable national financing secured for operation of the LAS	-	-
4. LAS: Legality verification established		
Develop further the COC system to capture the full VPA scope	-	-
Legality verification procedures incorporating new regulatory requirements developed	Development of procedures on-going by SGS/LVD and VPA SU. New regulatory requirements will need to be incorporated at a later stage, once regulations are approved	Legality verification procedures tested and finalised for existing regulatory requirements (New regulatory requirements remain to be addressed)
Data management systems developed to incorporate VPA requirements	LiberTrace developed by SGS. User Acceptance tests from June to end October 2015 and validation of LiberTrace meeting all requirements	- New system (LiberTrace) tested for existing VPA requirements - LiberTrace for existing VPA requirements validated - Incorporate Compliant mechanism in LiberTrace - Incorporate complaints mechanism in LiberTrace - Incorporate joint planning for transitioning from old LiberTrack to new system LiberTrace
Detailed procedures and guidance developed for abandoned logs and confiscated timber	Draft regulations vetted June-July 2014; pending national validation and approval by FDA Board	- Completion of procedures and guidance (based on results of the stock take and passing of the regulations)
Detailed procedures and guidance for imported timber	Draft regulations vetted June-July 2014; pending national validation and approval by FDA Board.	-
Domestic market and informal sector integrated into the LAS	-	-
Agriculture-sourced products integrated	-	-

into the LAS (rubber and other plantation wood)		
Government body established to oversee service contract	It was decided not to establish a separate government body. The LVD Project Board oversees the contract which includes FDA and Ministry of Finance	- GoL - SGS contract monitoring structure defined and established
ESP building and operating the LVD (including working with FDA staff seconded to ESP)	SGS mobilized in Oct 2013. LVD is being established (pending formalisation by the FDA Board) and SGS working with seconded FDA staff since 2014	- Staffing of FDA LVD (2015 needs) - Updated capacity building plan for LVD beyond 2015
ESP building capacity of different government agencies for legality verification as prescribed in detailed procedures	To be delivered in the UAT phase of LiberTrace, June to October 2015	- Participation of MACs in field testing of procedures and LiberTrace - Training of MACs on procedures and LiberTrace
Transfer of verification functions to the LVD in the FDA	-	-
5. LAS: Licensing established		
Licensing procedures developed by the LLD	-	-
6. LAS: Independent Audit established		
LAS Independent auditor contracted	-	TOR developed
7. FLEGT licenses accepted in the Union		
External evaluation of functioning of the LAS and Union procedures	-	-
8. Civil Society monitoring established		
Capacity building for civil society to conduct monitoring	4 "pilot projects" carried out in 2012 with EU and FAO funding. In 2015 a 6-month support by Global Witness	- Increased capacity building of CS-IFM to enable national coverage - Support of capacity building in monitoring according to the NGO Coalition strategic plan
9. Law enforcement and regulatory framework improved		
Regulation on abandoned logs in concession areas adopted	Regional vetting completed in June-July 2014	- National validation - Adoption by the FDA Board - Procedures and Guidelines drafted
Detailed procedures and guidance for timber in transit adopted	-	Procedures and guidance for timber in transit developed and adopted after adoption of the regulation
Regulations on transit timber adopted	Regulation drafted, vetting process completed in 2014 and draft shared with the EU for comments	- Review and comments by EU incorporated - National validation - Adoption by the FDA Board
Regulations on timber imports adopted	Regulation drafted, vetting process completed in 2014 and draft shared with the EU	- Review and comments by EU incorporated - National validation

	for comments.	- Adoption by the FDA Board
Regulations for confiscated timber adopted	Regulation drafted; vetting process to be completed.	- National validation - Adoption by the FDA Board
Refinement of procedures for social agreements and other social and environmental provisions in place	Social Agreement Pilot Project by FDA in 2012. Guidelines/Template for social agreements completed in 2014	- Complete the social agreement guidelines and template (currently one document) applicable to FMCs and TSCs
Regulation on third party access to concession areas adopted	Regulation drafted, vetting process completed in 2014	- National validation - Adoption by the FDA Board
Charcoal regulation (for Woodbased biomass)	Regulation drafted, vetting process completed in 2014	- National validation - Adoption by the FDA Board
PUP regulation adopted	Regulation drafted and pending vetting at county level	-
Harmonization of the CRL and regulations	Work in progress	- Complete harmonization of CRL and CRL Regulation for proposed amendment to Regulation - Adoption by FDA Board
Regulation on timber processing adopted	Regulation passed in July 2009; further consultations needed	
Regulation on Revised fiscal policy and Bid Premium Payments	Draft developed by FDA but further consultations with stakeholders needed	-
Guidelines for Plantation Forests	-	-
Guidelines for Timber from Agricultural and Mining Concessions	-	Guidelines for Timber from Agricultural and Mining Concessions developed and adopted
Guideline for Complaints Mechanism Procedures	-	-
Resolve remittance of funds up to 2014 to county-level	-	To be resolved 2015
Establish a debarment list	-	Define GoL position regarding the debarment list
Guideline for improvement of EIA processes and environmental management within timber contract area	-	-
Develop regulation for strengthening the safety and welfare of workers involved in the logging industry	-	Regulation drafted by FDA National vetting Adoption by FDA board of director by the next JIC
Law enforcement capacity strengthened		- Legal capacity expertise built in the FDA & MoJ as specified in ELI

		FLED/MoJ subcontracted delivered according to ToRs; - FDA Legal Section re-established and fully supported as specified in ELI FLED/MoJ subcontract delivered; - FDA/LVD staffed and trained to implement new LiberTrace system to ensure compliance with VPA process
10. Regulation and monitoring of domestic market		
Procedures for legal verification for the domestic market established in the LAS (integration in the legality verification and in COCs)	Chainsaw regulation passed already in 2011, but so far there have been little implementation efforts.	
Assessment of contribution by the informal sector to the national (local) economy	-	LICSATDUN institutional study and Chainsaw sector study (FAO financing)
11. Monitoring the impact of the VPA		
Monitoring framework agreed by the JIC	-	-
12. Communication		
A costed communication plan for raising public awareness prepared	Communication and capacity building plan for FDA developed	- Presentation of and discussion on FDA PAD communications plan in the 2nd JIC meeting
Communication plan for raising public awareness implemented	FDA Public Affairs Division (PAD) supported by VPA SU	- PAD fully established and functioning in FDA HQ and four regional offices; - FDA Public Affairs Division capacity built and equipped to manage VPA strategic communication processes in accordance with VPA Annex IX; - Train MACs in VPA process; - Communications plans developed for the private sector and civil society
Public information sites established (see Annex IX)	Rebuilding of the FDA website started in 2012. Some documents currently available in website	- FDA website operational and Annex IX information available; - Information available in FDA - Documentation and Database Center at the HQ
Public information capacity established		- Develop FDA's documentation and data-base center; - MIS development plan drafted in coordination with LVD/SGS
Guidelines for developing social agreements (developed and) published		- Guidelines and template published and disseminated to stakeholders
Targeted guidance for LAS compliance for different stakeholders	-	Develop LAS illustrated materials for outreach with communities and general public

VPA impact monitoring reports published	-	-
JIC reports published	Pre-JIC and JIC aide-memoires published. 2011-2012 progress report produced and published (end of 2013).	- JIC aide memoires and 2014 annual report published

Annex 4: Regulations/Guidelines - current status and planned next steps

#	Regulations/Guidelines	Status	Next steps (see the following Annex 5 for details)	Comments/time frame
1.	Abandoned timber and timber products	Vetted	Circulate for final inputs before national validation (step 9)	Approval by FDA board of director by the next JIC
2	Imported timber and timber products,	Vetted	Circulate for final inputs before national validation (step 9)	Approval by FDA board of director by the next JIC
3	Transit timber and timber products	Vetted	Circulate for final inputs before national validation (step 9)	Approval by FDA board of director by the next JIC
4	Confiscated timber and timber products,	Vetted	Circulate for final inputs before national validation (step 9)	Approval by FDA board of director by the next JIC
5	Third party access to concession areas	Vetted	Circulate for final inputs before national validation (step 9)	Approval by FDA board of director by the next JIC
6	Charcoal production	Vetted	Circulate for final inputs before national validation (step 9)	Approval by FDA board of director by the next JIC
7	Community Rights Law (CRL) and related regulations	Under review by the stakeholders	Discuss at the next NMSMC (June 2015), inputs from stakeholders during two months, validated at the NMSMC /August 2015)	Approval by FDA board of director by the next JIC
8	Social Agreement templates and guidelines, including rules for complaints mechanisms and conflict resolution	First draft developed and circulated to stakeholders	Stakeholders to provide inputs (step 4) and follow the remaining steps of the outlined process	Approval by FDA board of director by the next JIC
9	Timber from agricultural and mining concessions	Drafted	Draft 0 to be circulated to stakeholders (step 3)	Approval by FDA board of director by the next JIC
10	Regulations on Safety and Welfare of workers in the timber industry	-	Drafting team to be elaborated (step 1)	Approval by FDA board of director by the next JIC
11	EIA Regulation # 113-08	Not being enforced	To be revised	Not a priority for 2015
12	Regulation on Revised Fiscal Policy and Bid Premium Payment	First draft elaborated	Draft to be recirculated when the process is re-launched (step 3)	Priority for 2016
13	Private Use Permit (PUP) Regulation	First draft elaborated	Draft to be recirculated when the process is re-launched (step 3)	Not a priority for 2015
14	Regulation # 115-11, Chain saw milling.	Not being enforced	To be revised after baseline study done	Baseline study to be launched in 2015 Not a priority for 2015
15	Timber Processing Regulation # 112-08	Not being enforced	To be revised	Priority for 2016
16	Guidelines for plantation forests	Drafted	Draft 0 to be circulated to stakeholders (step 3)	Priority for 2016

Annex 5: Process and timelines for the development of new regulations in Liberia

1. Set up drafting team led by FDA
The drafting team can use external expertise when required
2. Drafting team writes a draft 0 – timing not defined
3. The draft 0 is submitted by e-mail to NMSMC members
4. NMSMC members provide inputs – around 2 months
Through discussion among their stakeholder groups. Comments sent by e-mails to drafting team.
5. Inputs to draft 0 are discussed in NMSMC meetings
Drafting team insert inputs as per discussion from the NMSMC and issue draft 1.
6. Draft 1 is sent to all regions prior to vetting – 1 month
This includes time to send hard copies to FDA regional and district offices to disseminate and 15 days to advertise locally for the vetting.
7. Regional vetting - 2 weeks
8. Incorporation of comments from vetting
By the drafting team with FDA representatives involved in vetting meetings
9. New draft (draft 2) circulated to NMSMC members
By e-mail
10. Stakeholders provide inputs – 2 weeks
By e-mail. A list of recommendation is established.
11. National Validation – 2 days
Inputs from list of recommendations incorporated in the draft. The draft to be submitted to the FMAC is also circulated by email to members of the NMSMC for their information on content of the final version.
12. Forest management advisory committee review – 2 weeks
Final draft reviewed by the forest management advisory committee to recommend for approval to the FDA board of director.
13. FDA Board approval – 1 months
Because meet once a month.

As relevant when the regulations are in force:

14. Legality matrix amended to incorporate new requirements when relevant
As foreseen in the VPA. Revisions of the legality matrix could include different regulations to ease the process.
15. LAS procedures developed
And Information system further developed to incorporate the related requirements as relevant.

Annex 6: Up-dated annex VII of the VPA

Liberia – VPA FLEGT Voluntary Partnership Agreement

Annex VII

Up-dated at the 2nd Joint Implementation Committee meeting 12 June 2015

Key outputs (and sub-output areas)	Milestones (Activities)	2011	2012	2013	2014	2015	2016	2017	2018
1. VPA implementation structures established									
<i>1.1 Interim structures established</i>	Interim VPA EU-Liberia dialogue structure (pre-JIC) established		X						
	Interim stakeholder committee established		X						
<i>1.2 JIC established and functioning</i>	JIC established				X				
	JIC reporting established				X				
	Annual reports produced		X		X	X	X	X	X
	JIC procedures established					X			
<i>1.3 National implementation structures established</i>	Cross department coordination mechanism(s) established				X				
	National stakeholder committee for monitoring implementation of the VPA established				X				
	Liberia Licensing Department (LLD) fully equipped, staffed and operational						X		
2. Capacity improved									
<i>2.1 A comprehensive five-year training and investment plan [for public administration]</i>	A comprehensive training and investment plan drafted				X	X	X		
	Implementation of capacity-building plan				X	X	X	X	
<i>2.2 Private sector outreach and</i>	Training for commercial private sector					X	X	X	

Key outputs (and sub-output areas)	Milestones (Activities)	2011	2012	2013	2014	2015	2016	2017	2018
<i>capacity building</i>	Outreach to small-scale chainsaw operators						X	X	
<i>2.3 Civil society and community outreach and capacity building</i>	Outreach by civil society to build capacity of communities		X	X	X	X	X	X	
3. Financial mechanisms established and resources secured for effective implementation of the VPA									
<i>3.1 Support for implementation of the VPA</i>	Mechanism established to coordinate and deliver external donor and national support for implementation of the VPA	X	X	X					
	Development of short-term and long-term implementation plan targeting potential sources of support for VPA action	X	X						
	Support secured		X	X					
<i>3.2 Financing for operation of the LAS</i>	Long-term sustainable national financing secured for operation of the LAS						X	X	
4. LAS: Legality verification established									
4.1 Systems developed	COCs revised to incorporate VPA requirements					X	X	X	X
	Legality verification procedures incorporating new regulatory requirements developed				X	X	X	X	X
	Data management systems developed to incorporate VPA requirements				X	X	X	X	X
	Detailed procedures and guidance developed for abandoned logs and confiscated timber					X	X		

Key outputs (and sub-output areas)	Milestones (Activities)	2011	2012	2013	2014	2015	2016	2017	2018
	Detailed procedures and guidance for imported timber						X		
	Domestic market and informal sector integrated into the LAS							X	X
	Agriculture-sourced products integrated into the LAS (rubber and other plantation wood)						X		
4.2 Institutions strengthened	External service provider (ESP) contracted			X					
	Government body established to oversee service contract			X					
	ESP building and operating the LVD (including working with FDA staff seconded to ESP)				X	X			
	ESP building capacity of different government agencies for legality verification as prescribed in detailed procedures			X	X	X	X	X	
	Transfer of verification functions to the LVD in the FDA							X	X
5. LAS: Licensing established									
<i>5.1 Development and introduction of the new licensing system by LLD</i>	Licensing procedures developed by the LDD						X		
	Application of the new licensing system by LLD							X	
	Mechanisms to communicate with Union competent authorities established							X	

[illegible]

Key outputs (and sub-output areas)	Milestones (Activities)	2011	2012	2013	2014	2015	2016	2017	2018
9.1 Adoption of new regulations	Community forest regulations adopted	X							
	Chainsaw regulations adopted		X						
	Regulation on abandoned logs in concession areas adopted					X			
	Detailed procedures and guidance for timber in transit adopted					X			
	Regulations on transit timber adopted					X			
	Regulations on timber imports adopted					X			
	Regulations for confiscated timber adopted					X			
	Refinement of procedures for social agreements and other social and environmental provisions in place					X	X		
9.2 Amendments to the LD	<i>New provisions of the community forest regulations integrated in the LD</i>						X		
	<i>New provisions of the chainsaw regulations integrated in the LD</i>						X	X	
	<i>Other necessary amendments to the LD based on the new regulations</i>						X	X	
9.3 Review of regulations framed in the LD, based on practical experience of implementation of the LAS	--							X	
9.4 Law enforcement capacity strengthened	--					X	X	X	

Key outputs (and sub-output areas)	Milestones (Activities)	2011	2012	2013	2014	2015	2016	2017	2018
10. Regulation and monitoring of domestic market									
<i>10.1 Regulation of domestic market</i>	Procedures for legal verification for the domestic market established in the LAS (integration in the legality verification and in COCS)						X		
	Training of chainsaw operators to work with new regulations and procedures							X	
<i>10.2 Monitoring of domestic market</i>	Establishment of information-gathering system								
	Assessment of contribution by the informal sector to the national (local) economy						X		
11. Monitoring the impact of the VPA									
<i>11.1 VPA impact monitoring set up</i>	Monitoring framework agreed by the JIC						X		
	Monitoring organisation(s) for baseline studies engaged						X		
<i>11.2 Routine VPA impact monitoring</i>	Routine monitoring, with reporting to the JIC							X	
12. Communication									
<i>12.1 Public awareness and FLEGT timber promotion</i>	A costed communication plan for raising public awareness prepared				X				
	Communication plan for raising public awareness implemented				X	X	X		
	Trade shows with trading partners to promote the benefits of FLEGT-licenses timber							X	X

Key outputs (and sub-output areas)	Milestones (Activities)	2011	2012	2013	2014	2015	2016	2017	2018
<i>12.2 Information made public according to Annex IX and guidance for LAS compliance provided to stakeholders</i>	Public information sites established (see Annex IX)					X			
	Public information capacity established					X			
	Guidelines for developing social agreements (developed and) published					X			
	Targeted guidance for LAS compliance for different stakeholders					X			
	VPA impact monitoring reports published						X	X	
	JIC reports published		X	X	X	X	X	X	X

Annex 7:**Government Revenues Collected by SGS through the Chain of Custody from 2008 to April 2015**

Description	2008	2009	2010	2011	2012	2013	2014	2015
Stumpage fee	\$ 1,124.03	\$ 36,751.63	\$ 253,221.37	\$ 1,549,919.39	\$ 4,256,466.03	\$ 1,094,869.30	\$ 2,905,212.93	\$ 1,292,892.38
Export fee	\$ 3,499.33	\$ 56,928.83	\$ 247,956.81	\$ 1,986,496.16	\$ 4,998,001.57	\$ 1,312,926.38	\$ 2,229,845.13	\$ 1,676,151.18
Bid Premium fee	\$ 25,000	\$ 2,376,868.96	\$ 7,780,088.26	\$ 739,880.97	\$ 1,797,585.24	\$ 1,069,173.98	\$ 621,087.88	\$ 889,796.17
Area fee	\$ 31,500	\$ 2,530,645.00	\$ 62,475.00	\$ 696,200.00	\$ 1,161,679.34	\$ 127,583.40	\$ 1,725,459.00	\$ 742,875.00
Annual Contract Adm. fee	\$ 3,000	\$ 10,000.00	\$ 12,000.00	\$ 21,000.00	\$ 25,000.00	\$ 3,000.00	\$ 16,000.00	
Annual Coupe Insp. fee		\$ 250.00	\$ 2,000.00	\$ 1,400.00	\$ 7,900.00	\$ 2,250.00	\$ 13,950.00	
Waybill fee		\$ 1,650.00	\$ 15,000.00	\$ 52,800.00	\$ 99,750.00	\$ 34,500.00	\$ 45,600.00	\$ 6,300.00
Late Payment fee		\$ 840.00	\$ 276,490.93	\$ 197,735.90				
Sawmill Permit	\$ 2,500	\$ 750.00	\$ 5,000.00		\$ 2,500.00			
Miscellaneous fee		\$ 22,192.45				\$ 34,792.75		
Bidder's Bond	\$ 6,000							
Total	\$ 72,623.36	\$ 5,036,876.87	\$ 8,654,232.37	\$ 5,245,432.42	\$ 12,348,882.18	\$ 3,679,095.81	\$ 7,557,154.94	\$ 4,608,014.73

