

Liberia – EU FLEGT Voluntary Partnership Agreement
AIDE MEMOIRE
SIXTH MEETING OF THE JOINT IMPLEMENTATION COMMITTEE
Monrovia June 13-14, 2018

Introduction

1. The Sixth Joint Implementation Committee Meeting (JIC) to oversee the implementation of the FLEGT Voluntary Partnership Agreement (VPA) between Liberia and the European Union, took place in Monrovia from June 13-14, 2018. The meeting was co-chaired by Hon. Harrison S. Karnwea Sr., Chair of the Board of Directors of the Forestry Development Authority, Republic of Liberia, and Ambassador Hélène Cavé, Head of the EU Delegation to Liberia. A participant list is attached as Annex 1 to this Aide Memoire.
2. The EU acknowledged that this 6th JIC was the first sitting of the management of the GoL since the elections, and welcomed Hon. C. Mike Doryen, Managing Director of Forestry Development Authority (FDA). Both parties agreed that even though some items of discussions will not reach a decision during this JIC meeting, it is still a good opportunity to introduce the new government to the VPA structures and relaunch the formal dialogue on VPA implementation and progress. The new administration is committed to the VPA and the EU is happy to see renewed enthusiasm, as the VPA and the Liberian forest sector need it.
3. At the beginning of the meeting, the EU explained that the JIC is an overseeing and decision-making body and that discussions should remain practical. The EU stressed the importance of the VPA for Liberia as it represents a good market opportunity for the export of Liberian timber. The EU stated that a number of achievements are realised under the VPA, yet much more needs to be done to take full advantage of the positive impact of the agreement.
4. The Government of Liberia (GoL) gave recognition to all stakeholders and highlighted that a review process should be carried out to indicate whether all procedures and regulations are implementable. It was also highlighted that GoL has begun to take ownership of the forest sector and work on value-addition to become a major supplier of processed and semi-processed timber products to the region and to reduce dependency on exports of round logs for revenue-generation purposes. Trade, not aid, is the focus of the new government.

Overview and status of VPA implementation

5. The VPASU provided an introduction to the "Forward Planner" to new members of the Liberian government, as the bilaterally agreed VPA implementation planning tool. The introductory briefing provided the new government with information on how implementation milestones are tracked in the Forward Planner, the relationship between principles/ verifiers and activities planned, and how staff are assigned within FDA (by Principle of the VPA Legality definition) to follow up on deliverables.
6. During the overview of achievements under Principle 1 (Legal Establishment), the Liberia Timber Association (LTA) requested clarity on the Government of Liberia's next steps in terms of FDA's planned concession review. FDA clarified that the new President of Liberia has established a Special Committee to Review Concessions (across sectors). Because of the establishment of this Committee, FDA cannot pursue a parallel concession review exercise. The consultant initially hired to carry out the FDA concession review was asked to work in

coordination with the Special Committee. The FDA also encouraged stakeholders and partners to connect with the team on the Special Committee to Review Concessions if they wish to see certain aspects included.

7. The EU raised concerns on the delays of FDA in moving forward on the missing document investigation exercise. This is an important issue as if allocation documents cannot be traced, concessions are to be considered illegal.

The EU indicated that this exercise was completed after the 5th JIC and that during the technical JIC of August 2017, FDA had agreed to lead cross-consultations within GoL for a cabinet-level attestation saying that despite these missing documents, current concessions are indeed considered legal. Present at the JIC meeting, the former FDA MD (Hon. Darlington Tuagben) pointed out that Ministry of Justice had been formally contacted on that matter but as there was a government change shortly after, no further action was taken. The EU then reiterated the importance of FDA and MoJ pursuing this matter and asked FDA for clarification on how the attestation would link to the work of the Presidential Special Committee to Review Concessions. The FDA committed to seek the attestation from the MoJ as agreed by the JIC.

8. The LRA also advised FDA to start scanning the available concession documents. FDA indicated that they have already begun scanning the documents for the FMCs and CFMAs. The JIC agreed that these documents will be made public. The FDA further emphasised that the institution strictly enforces the legal requirements for all export permits and refuses export permits for the companies that do not meet the necessary requirements.

9. Under Principle 3 (Social Obligations), FDA emphasized that the Liberian law is strong on the need for tax collection but weaker on the community management and monitoring side. The regulation on annual audits of the National Benefit Sharing Trust Board's disbursements to forest affected communities and community projects needs to be enforced. FDA's Community Department is also getting increasingly involved in monitoring aspects of community project implementation.

10. The EU is concerned that community projects are not always in line with GoL's sectoral policies (health and education for instance). Therefore, staffing and sustainability are at risk, along with benefits for communities. The FDA recognized the concern but highlighted that legally, it is up to the community to choose the project and its scope. However, it is within the realm of the National Union of CFDC (NUCFDC) and the National Benefit Sharing Trust Board (NBSTB) to ensure projects are structured to benefit communities. The EU and FDA urged that the NMSMC continue to be used to further hold the NBSTB accountable in ensuring that infrastructural projects are actively operating and benefitting the community.

11. The EU requested clarity on the status of arrears of payments from forest concessionaires to the GoL. The LRA highlighted that the current arrears owed on bid premium is approximately \$ 12 million, however collection of these arrears is delayed for three years, because of provisions in the *Forestry Industrial Development and Employment Regime Act* (FIDERA), passed in October 2017. The LTA clarified that the FIDERA does not affect the land rental fees and logging companies are still paying land rental arrears through a payment arrangement with LRA and FDA of 13% of FOB price for exported timber.

Details of the government's current status of arrears, amounts, and a summary of what has been negotiated with forest operators, is attached as Annex 2 of this Aide Memoire.

With regards to the FIDERA and its impact on the collection of tax arrears, the MD explained that FDA, together with other government institutions, will enquire about its origin and revisit it based on proper stakeholder consultations.

12. The National Union of Community Forestry Development Committees (NUCFDC) requested more clarity around the responsibility of dissemination of data between FDA and SGS. FDA responded that they have made progress with communities around the dissemination of cubic meter fee data and the different FDA departments are working to provide adequate data around other fees to the communities.

13. The JIC agreed that the updated forward planner will be attached to the Aide-Memoire as Annex 3.

Pro-poor agenda and mobilization of resources for the forest sector

14. The Ministry of Finance and Development Planning presented the rationale and process for the development of the upcoming "Pro-poor agenda for Prosperity and Development". It is based on four pillars: "Power to the People", "Economy and Jobs", "Sustaining the Peace" and "Governance and Democracy" and will focus its action in the regions where the poverty levels are the highest. Consultations are ongoing on the development of the strategy. Regarding the forest sector, the Ministry insisted on the fact that it represents a growth driver and is crucial to lift people out of poverty. Forestry could represent up to 12% of the GDP through actions on conservation, commercial forestry and value-addition. To ensure that this potential can be reached, a cross-sectoral approach is the focus of this government and critical investments will be made, in particular in the development of infrastructure, education and agriculture.

15. Reflecting on the change of management at FDA, MD Doryen presented the current priorities of FDA for the development of the forest sector. Efforts will focus on strengthening the Forestry Training Institute to develop human resource capacity, local business development and value-addition of the timber, agro-tourism and ecotourism. Moreover, the draft budget for 2018-19 expects the forest sector to raise \$ 9 million in domestic funds. The MD also indicated his wish for the FDA to regain autonomous status, as the FDA considers this necessary to ensure the agency has enough operational funds to fulfil its mandate on conservation, community forest and law enforcement. The lack of funds has a significant impact on FDA's operations.

16. The EU encouraged the GoL to elevate the forestry sector and the VPA process to a national policy, to have it included in the new government development strategy that is under preparation and to consider including VPA/FLEGT indicators in the targets.

LVD and Upcoming Handover from SGS

17. The Legality Verification Department (LVD) of the FDA provided a summary of functions and achievements of the LVD for members of the new Liberian government. Regular inspections are conducted independently by the LVD in Region 3, Standard Operating Procedures have been developed and relevant logistics and equipment are in place. The LVD highlighted that adequate budgetary support from the GoL for their operations is the primary limitation around the handover to LVD from SGS.

18. An independent consultant presented the structure of the independent assessment of the FDA-LVD readiness to take over from SGS. The assessment scored against several areas: systems in place, resources available, FDA capacity, and future direction. FDA voiced its

disappointment at the fact that the assessment report did not look at why after so many years of support by SGS and progress in building the system (legal framework, capacity-building), the full necessary capacity had still not been built.

The draft of the assessment report was circulated to GoL shortly before the JIC. It was agreed that comments need to be received by June 20, 2018 in order for the report to be finalized.

19. The timing of this assessment report review is critical because, as the EU highlighted in its presentation on EU and DFID support timeframes, the VPA implementation support projects end in September and October 2018. The EU stressed the importance of the GoL's decision on how they wish to proceed on SGS contracting. Such decision needs to be made soon in order for the EU and DFID to mobilize funds and start with the extension process and avoid gaps in support.

20. The EU further expressed that it makes little sense to have a support contract on legality verification if the GoL does not have a parallel agreement with SGS on chain of custody system and tax collection. This is why if the side agreement between the GoL and SGS is not approved, the EU and DFID will need to readjust the timeframes and the scope of their support.

21. FDA MD responded that with the funds used to pay SGS, the GoL could take over some of the Chain of Custody functions. The FDA clarified that the LVD does not need to take over all functions overnight but a step-by-step approach is advisable to allow the LVD to take over gradually from SGS. Some functions could remain within the scope of SGS and others could be given to the LVD. The MD suggested further investigation on this possibility.

22. The GoL agreed to start a consultative process and present their decision on the SGS handover/ contract/ side agreement by July 6, 2018.

23. On this matter, the LTA raised concern that if SGS, or any other company with a similar international reputation, is no longer a part of the verification process in Liberia, logging companies would lose significant market share, as the EU and US market will be less likely to accept Liberian timber and Liberia would become even more dependent on other lower-value markets for its exports. LTA highlighted that this could mean that a decision to take SGS out of verification completely, could have a negative impact on the Liberian commercial forest sector.

24. FDA and LRA raised concerns on how LiberTrace (software) will be managed after the handover, as the system maintenance is still based in Geneva. The LVD indicated that they will prepare a formal request to FDA for its data manager to be trained by SGS in system management in Geneva. LRA additionally noted that the GoL needs to know the cost of owning and maintaining LiberTrace. Such cost-analysis will inform the GoL in determining what is financially sustainable in the long term and what are the options for management of the software. SGS clarified that the GoL will have access to the source code. It is up to the GoL to hire outside support or establish an internal department to manage LiberTrace and its future development.

Independent Audit

25. The session aimed at agreeing on the management and steering of the Independent Audit function by the JIC. The EU FLEGT Facility first reminded parties that the role of the Independent Auditor (IA) was detailed in the VPA and that it was an integral part of building an efficient and credible timber legality assurance system.

The National Authorizing Officer, which manages the IA contract jointly with the EU , explained that the service-provider SOFRECO was recruited on a three-year contract (2017-2020).

The Independent Auditor is planning 5 (five) audits over the period and two reports have already been produced (inception report and audit 1 report). The NAO shared these reports with FDA, before circulation to other stakeholders, for review and feedback to the IA. The inception report was finally accepted but receiving the necessary feedback has been challenging, and this has contractual implications for the NAO and the EU. The EU insisted on the fact that in order to ensure that the resource of an Independent Auditor is used in way that informs the implementation of the VPA, improved steerage and monitoring of its work is crucial.

26. The parties agreed that in order to manage future audits, the JIC shall create a working group that will be dedicated to the steerage of the IA and the review of reports, composed of EU and Government of Liberia.

With regards to the review of the report of the first audit, FDA will convene, by Friday June 15, the relevant GoL institutions (FDA, LRA, MoJ, NAO) to discuss the report internally before further dissemination to the NMSMC. For the purpose of all reviews, it was agreed that reports should be circulated a week in advance.

Community Forestry Management

27. The FDA Community Department, together with the VPA Support Unit, explained that in order to prepare for the future inclusion of Community Forest Management Agreements (CFMA) in the legality matrix of the VPA, work was being done on describing their legal requirements, in particular on the awarding process. Further discussion will occur in July, in collaboration with stakeholders. FDA added that internal counsel will also look at the process to ensure it is in line with Liberian laws.

28. Through their investigation work in Sewacajua, the Sustainable Development Institute noted that irregularities are occurring, in particular when it comes to the respect for the "9 steps" for establishing a community forest. In response to such concerns and to demonstrate the adequate monitoring of CFMAs by FDA, both FDA and EU insisted on the principles of transparency and collaboration.

29. As foreseen in the VPA, Liberia and the EU agreed during the JIC to engage more actively and formally on integrating timber sourced from commercially-oriented CFMAs, into the timber legality assurance system. This integration will require a revision of the current legality matrix. The EU and Liberia agreed to move this process forward by forming a seven-member committee that will take the lead and report directly to the JIC on progress on this work. In order to support the collection of evidence that would better inform this process, the parties also agreed that this committee may engage in field monitoring on an ad hoc basis. In cases where field exercises are conducted, all members of the committee shall approve the results, reporting those results back to the JIC. The EU and Liberia will agree on the committee's terms of reference and scope of membership before the next JIC.

Liberia further clarified that this Aide Memoire shall have no bearing on the harvesting and shipment of logs from existing CFMAs ; nor on the ongoing processing of CFMA applications. However the reports from this JIC-formed committee, could be used to further inform the legality picture, ongoing allocation processes and controls around CFMAs. Liberia further



noted that as of the signing of this Aide Memoire, FDA shall place a freeze on all new applications for CFMAs, until further discussion of this topic at the next JIC.

30. In this context, the FDA explained that this information is available on the Forest Atlas and agreed that it will be linked to the FDA's website to guarantee access to information and ensure that documents are preserved. The EU prompted the FDA towards this direction as information on CFMAs and their allocation has been lacking until today. The EU asked that by the next JIC a comprehensive set of data on the CFMAs is available on the website. The list of the current CFMAS is attached as Annex 4 of this Aide-Memoire.

31. All stakeholders agreed on the need to continue using the existing multi-stakeholder structures, in particular the National Multi Stakeholders Monitoring Committee (NMSMC), to voice and address concerns.

Issues raised by Stakeholders

32. The Foundation for Community Initiatives (FCI) highlighted that the civil society's contributions should not be only limited to the multi-stakeholder session as it is difficult to follow the previous JIC discussions as they join only for last session. The EU proposed to broaden the participation to the entire JIC discussion.

FCI also highlighted the fact that CFMA systems need to be upgraded to ensure better documentation and archiving. The organisation itself had previously raised issue with the proper documentation of 7 CFMAs.

33. The NGO Coalition further explained that civil society is well aware of the resources limitations of FDA and is there to help raise concern to the GoL on key sector issues.

34. The GoL responded by saying that engagement processes need to be honest and constructive so as to work towards joint solutions, rather than done to impress external partners. The GoL is committed to work in collaborative ways with civil society and hope civil society also lends credibility to the process.

35. The Liberia Chainsaw and Timber Dealers Union (LICSATDUN) wants the chainsaw milling sector to be prioritized so that its capacities for compliance can be built. The Union is concerned on knowing when the VPA forward planner will incorporate chainsaw milling milestones. FDA Community Department disclosed that the Liberia Forest Sector Project (LFSP) is working with LICSATDUN and FDA to design a project that would incorporate the Union as trainer of trainers to help communities manage their own projects. FDA also highlighted that FAO is currently supporting the review of the Chainsaw Milling Regulations.

Date of the next JIC meeting

The 7th meeting of the next formal JIC is scheduled for the first week of December, while the next Technical JIC will be held the last week of September in Monrovia. The EU will take the lead in organizing the next meeting.



Signed: 
A.O Ambassador Hélène Cavé
EU Delegation to Liberia

Date: 10th JULY 2018

Signed: 
Hon. Harrison S. Karnwea Sr.
Chair of the FDA Board of Directors

Date: 10-07-18

Annexes





6th sitting of the JIC
List of Stakeholders and Participants

Participating Stakeholder Groups:

Government of Liberia (GoL)

1. Forestry Development Authority (FDA)
2. Ministry of Agriculture (MoA)
3. Ministry of Finance & Development Planning (MFDP)
4. National Authorizing Office – MFDP
5. Environmental Protection Agency (EPA)
6. Ministry of Justice (MoJ)
7. Liberia Revenue Authority (LRA)
8. National Social Security & Welfare Corporation (NASSCORP)
9. National Bureau of Concessions (NBC)

Private Sector

1. Liberia Timber Association (LibTA)
2. Liberia Chainsaw & Timber Dealers Union (LICSATDUN)

Civil Society Organizations

1. NGO Coalition of Liberia
2. National Union of Community Forest Development Committee (NUCFDC)

International Partners

1. European Union
2. Department For International Development (DFID)
3. Development Alternatives International (DAI)
4. European Forestry Institute (EFI)
5. The Palladium Group

Support Team

1. VPA Support Unit
2. VPA Secretariat/FDA
3. SGS
4. FLEGT Facilitation

Attendance Listing

LIBERIAN DELEGATION		
No.	Name	Position & Institution
1.	Hon. Harrison S. Karnwea, Sr.	Chairperson, FDA Board
2.	Hon. C. Mike Doryen	Managing Director/FDA
3.	Hon. Joseph J. Tally	Deputy Managing Director for Operations, FDA
4.	Hon. Benjamin T. Plewon, III	Deputy Managing Director for Administration, FDA
5.	Hon. Kou Dorliae	Deputy Minister of Economic Affairs, Ministry of Justice
6.	Hon. Wilson Tarpeh	Minister, Ministry of Commerce and Industry
7.	Hon. Mlen-Too Wesley	Senior Policy Advisor, MFDP
8.	Hon. Tanneh Brunson	Deputy Minister of Budget and Planning, MFDP
9.	Hon. Martus Bangalu	Deputy National Authorizing Officer - MFDP
10.	Hon. Elfrieda S. Tamba	Commissioner General LRA
11.	Hon. Decontee King-Sackie	Deputy Commissioner General/LRA
12.	Hon. Pewee S. Reed	National Investment Commission
13.	Hon. Abayomi Cole	NGO_ Coalition
14.	Hon. Herald Janssen	LibTA
15.	Hon. Ekema Witherspoon, Sr.	LibTA
16.	Atty. Gertrude Nyaley	TM, FDA
17.	Atty. Yanquoi Dolo	In-house lawyer, FDA
18.	Hon. Nathaniel Blama	EPA
19.	Madam Victoria Y. Cole	FDA
21.	Mr. Edward S. Kamara	FDA
22.	Mr. Jerry Yonmah	Technical Manager, FDA
23.	Mr. Shelton Gonkerwon	FDA/Public Affairs
24.	Mr. Musa O. Lymas	FDA
25.	Mr. Samuel K.D. Kwennah	SAMFU
26.	Mr. Phillip Joekolo	National Authorising Officer/FDA
27.	Mr. Isaac Kipi	Accountant/ FDA
28.	Mr. Richie Grear	FDA
29.	Mr. Lemuel Payedoo	NAO
30.	Mr. Maxwell B. Dogba	LRA
31.	Mr. Matthew Walley	CFDC
32.	Mr. Edward Suloe	SDI
33.	Atty. Sagie F. Kamara, Sr.	HPA/Client Earth
34.	Madam Julie T. B. Weah	FCI
35.	Mr. Johnathan Yiah	SDI
36.	Hon. J. Augustus Kwalah	President, NUCFDC
37.	Mr. Edward Q. Teah	CFDC-Comm. Rep (Southern eastern Region)
38.	Mr. Michael M. Roberts	CFDC- Comm. Rep. (Western Region)
39.	St. Solomon Peters	CFDC- Comm. Rep.(Central Region)
40.	Mr. Eugene Suah	CFMB – Comm. Rep.
41.	Mr. Edward Q. Teah	CFDC-Comm. Rep (Southern eastern Region)
42.	Mr. Arthur T. Karngebeae	LICSATDUN

EUROPEAN UNION TEAM

43.	Ambassador Hélène Cavé	Head of Delegation
44.	Mr. Alberto Menghini	EU Delegation
45.	Mr. David Palacios	EU Delegation
46.	Madam Muriel Treibich	EFI

47.	Mr. Fanson Fonvinyuh Gordian	EFI
48.	Mr. Berthold Haasler	European Commission

OBSERVERS

49.	Hon. Darlington S. Tuagben	Consultant/Green Globe Consultancy
50.	Mr. Peter Aldinger	Consultant /World Bank
51.	Mr. David Rothe	Consultant
52.	Mr. Ernest Hughes	Consultant

SUPPORT PROJECTS

53.	Mr. Fredric Teppe	SGS
54.	Mr. Tahir Mahmoud	SGS
55.	Mr. Simulu Kamara	Technical Manager, LVD/FDA
56.	Mrs. Oona Burke- Johnson	Facilitator/FLEGT Facilitation
57.	Mrs. Rose Blidi	Office Manager /FLEGT Facilitation
58.	Mrs. Harnon W-Garbo	Coordinator-VPA Sec./FDA
59.	Madam Inez Hayes	Administrator-VPA Sec./FDA
60.	Mr. Abraham Guillen	Team leader/VPA SU
61.	Mr. Wolfgang Thoma	VPA SU
62.	Mr. Ikem Eronini	VPA SU
63.	Mr. F. Dadeh Harper	VAP SU
64.	Mrs. Queta R. J. Hessouz	VPA SU
65.	Ms. Susan T. Sulloe	VPA SU

Annex 2

Preliminary GoL Current Status of Arrears, Amounts, and a Summary of What Has Been Negotiated With Forest Operators
(Data pending validation by the LRA)

<u>Arrears update on Land Rental bid fees 2008-2018 July - summary</u>			
Row Labels	Sum of Amount Invoiced	Sum of Amount paid	Balance due
Akewa Group of Companies	\$ 52.000,00	\$ 52.000,50	
Land Rental Bid Fee	\$ 52.000,00	\$ 52.000,50	
Alpha Logging & Wood Processing	\$ 3.595.086,00	\$ 2.576.229,15	
Land Rental Bid Fee	\$ 3.595.086,00	\$ 2.576.229,15	
Atlantic Resources Limited	\$ 3.186.484,80	\$ 2.575.700,79	
Land Rental Bid Fee	\$ 3.186.484,80	\$ 2.575.700,79	
Bargor & Bargor	\$ 28.650,00	\$ 24.050,00	
Land Rental Bid Fee	\$ 28.650,00	\$ 24.050,00	
Bassa Logging and Timber Company	\$ 102.500,00	\$ 74.150,00	
Land Rental Bid Fee	\$ 102.500,00	\$ 74.150,00	
Burglar Vincent Timber Company	\$ 760.100,00	\$ 135.050,00	
Land Rental Bid Fee	\$ 760.100,00	\$ 135.050,00	
EJ&J Investment Corp	\$ 869.237,16	\$ 869.237,16	
Land Rental Bid Fee	\$ 869.237,16	\$ 869.237,16	
Euro Liberia Logging	\$ 7.800.352,50	\$ 2.675.117,50	
Land Rental Bid Fee	\$ 7.800.352,50	\$ 2.675.117,50	
Geblo Logging Inc.	\$ 4.239.778,50	\$ 1.835.480,94	
Land Rental Bid Fee	\$ 4.239.778,50	\$ 1.835.480,94	

International Consultant Capital	\$	8.446.976,50	\$	5.872.826,65	
Land Rental Bid Fee	\$	8.446.976,50	\$	5.872.826,65	
Liberia Hard Wood Corp			\$	24.634,13	
Land Rental Bid Fee			\$	24.634,13	
Liberia Tree & Trading Company	\$	1.709.971,20	\$	1.590.907,12	
Land Rental Bid Fee	\$	1.709.971,20	\$	1.590.907,12	
Sun Yeun Corporation Limited	\$	325.000,00	\$	195.025,50	
Land Rental Bid Fee	\$	325.000,00	\$	195.025,50	
Tarpeh Timber Company	\$	75.000,00	\$	50.000,00	
Land Rental Bid Fee	\$	75.000,00	\$	50.000,00	
Thunder Bird International Liberia	\$	20.000,00	\$	10.000,00	
Land Rental Bid Fee	\$	20.000,00	\$	10.000,00	
Grand Total	\$	31.211.136,66	\$	18.560.409,44	\$ 12.650.727,22

Arrears update from 2008-2015, as of July 2018 - summary
(Note: Ebola period invoices have been removed, payment reported on the previous years)

Row Labels	Sum of Amount Invoiced	Sum of Amount paid	Balance due
Akewa Group of Companies	30000	37250	
Annual Contract Administration Fee	5000	6000	
Area Fee	25000	31250	
Alpha Logging & Wood Processing	1799100	1893600	
Annual Contract Administration Fee	6000	7000	

Area Fee	1793100	1886600	
Atlantic Resources Limited	1800160	1751800	
Annual Contract Administration Fee	10000	10000	
Area Fee	1790160	1741800	
Bargor & Bargor	51750	38000	
Annual Contract Administration Fee	8000	5000	
Area Fee	43750	33000	
Bassa Logging and Timber Company	36250	30250	
Annual Contract Administration Fee	5000	4000	
Area Fee	31250	26250	
Burglar Vincent Timber Company	94250	72442,09	
Annual Contract Administration Fee	13000	9000	
Area Fee	81250	63442,09	
EJ&J Investment Corp	864930	1009085	
Annual Contract Administration Fee	6000	7000	
Area Fee	858930	1002085	
Euro Liberia Logging	3811050	1476683,4	
Annual Contract Administration Fee	6000	6000	
Area Fee	3805050	1470683,4	
Geblo Logging Inc.	1978990	658497,5	
Annual Contract Administration Fee	6000	1000	
Area Fee	1972990	657497,5	
International Consultant Capital	4009650	2329477,09	
Annual Contract Administration Fee	6000	7000	
Area Fee	4003650	2322477,09	
Liberia Hard Wood Corp	119129,29	62701,65	
Annual Contract Administration Fee	7000	5000	
Area Fee	112129,29	57701,65	

Liberia Tree & Trading Company DORU	88958,35	82000	
Annual Contract Administration Fee	3000	4000	
Area Fee	85958,35	78000	
Liberia Tree & Trading Company	896610	784947,98	
Annual Contract Administration Fee	6000	6000	
Area Fee	890610	778947,98	
Liberia Tree & Trading Gbi	138355,94	21000	
Annual Contract Administration Fee	4000	2000	
Area Fee	134355,94	19000	
Sun Yeun Corporation Limited	72500	55100	
Annual Contract Administration Fee	10000	6000	
Area Fee	62500	49100	
Tarpeh Timber Company	50750	46750	
Annual Contract Administration Fee	7000	6000	
Area Fee	43750	40750	
Thunder Bird International Liberia	21750	7250	
Annual Contract Administration Fee	3000	1000	
Area Fee	18750	6250	
Grand Total	15864183,58	10356834,71	
			\$ 5.507.348,87

Ebola Period Invoices set Aside July 9, 2018

Date	Invoice #	Description	Company Name	Flag receipt	Amount paid	Amount Invoiced	CBL AC
01/07/2014	1001945	Area Fee	Liberia Tree & Trading Gbi			\$ 17.524,69	R-1415-06
01/07/2014	1001945	Annual Contract Administration Fee	Liberia Tree & Trading Gbi			\$ 1.000,00	R-1415-07
01/07/2014	1001950	Area Fee	Liberia Tree & Trading Gbi			\$ 21.419,06	R-1415-06
01/07/2014	1001937	Area Fee	Liberia Tree & Trading Company DORU			\$ 24.882,67	R-1415-06
01/07/2014	1001935	Area Fee	Liberia Tree & Trading Company DORU			\$ 20.358,56	R-1415-06
01/07/2014	1001935	Annual Contract Administration Fee	Liberia Tree & Trading Company DORU			\$ 1.000,00	R-1415-07
18/07/2014	1001183 A	Area Fee	Alpha Logging & Wood Processing			\$ 298.100,00	R-1415-06
18/07/2014	1001183 A	Annual Contract Administration Fee	Alpha Logging & Wood Processing			\$ 1.000,00	R-1415-07
18/07/2014	1001182 A	Area Fee	Akewa Group of Companies			\$ 6.250,00	R-1415-06
18/07/2014	1001182 A	Annual Contract Administration Fee	Akewa Group of Companies			\$ 1.000,00	R-1415-07
18/07/2014	1001181 A	Area Fee	Atlantic Resources Limited			\$ 298.360,00	R-1415-06
18/07/2014	1001181 A	Annual Contract Administration Fee	Atlantic Resources Limited			\$ 1.000,00	R-1415-07
18/07/2014	1001184 B	Area Fee	Bargor & Bargor			\$ 6.250,00	R-1415-06

18/07/2014	1001184 B	Annual Contract Administration Fee	Bargor & Bargor			\$ 1.000,00	R-1415- 07
18/07/2014	1001185 A	Area Fee	Bassa Logging and Timber Company			\$ 6.250,00	R-1415- 06
18/07/2014	1001185 A	Annual Contract Administration Fee	Bassa Logging and Timber Company			\$ 1.000,00	R-1415- 07
18/07/2014	1001186 A	Area Fee	Burglar Vincent Timber Company			\$ 6.250,00	R-1415- 06
18/07/2014	1001186 A	Annual Contract Administration Fee	Burglar Vincent Timber Company			\$ 1.000,00	R-1415- 07
18/07/2014	1001168 A	Area Fee	EJ&J Investment Corp			\$ 143.155,00	R-1415- 06
18/07/2014	1001168 A	Annual Contract Administration Fee	EJ&J Investment Corp			\$ 1.000,00	R-1415- 07
18/07/2014	1001188 A	Area Fee	Euro Liberia Logging			\$ 634.175,00	R-1415- 06
18/07/2014	1001188 A	Annual Contract Administration Fee	Euro Liberia Logging			\$ 1.000,00	R-1415- 07
18/07/2014	1001189 A	Area Fee	Geblo Logging Inc.			\$ 328.665,00	R-1415- 06
18/07/2014	1001189 A	Annual Contract Administration Fee	Geblo Logging Inc.			\$ 1.000,00	R-1415- 07
18/07/2014	1001190 A	Area Fee	International Consultant Capital			\$ 667.275,00	R-1415- 06
18/07/2014	1001190 A	Annual Contract Administration Fee	International Consultant Capital			\$ 1.000,00	R-1415- 07
18/07/2014	1001192 A	Area Fee	Sun Yeun Corporation Limited			\$ 6.250,00	R-1415- 06
18/07/2014	1001192 A	Annual Contract Administration Fee	Sun Yeun Corporation Limited			\$ 1.000,00	R-1415- 07
18/07/2014	1001191 A	Area Fee	Liberia Tree & Trading Company			\$ 148.435,00	R-1415- 06

18/07/2014	1001191A	Annual Contract Administration Fee	Liberia Tree & Trading Company			\$ 1.000,00	R-1415-07
18/07/2014	1001193A	Area Fee	Sun Yeun Corporation Limited			\$ 6.250,00	R-1415-06
18/07/2014	1001193A	Annual Contract Administration Fee	Sun Yeun Corporation Limited			\$ 1.000,00	R-1415-07
18/07/2014	1001194A	Area Fee	Tarpeh Timber Company			\$ 6.250,00	R-1415-06
18/07/2014	1001194A	Annual Contract Administration Fee	Tarpeh Timber Company			\$ 1.000,00	R-1415-07
18/07/2014	1001195A	Area Fee	Liberia Hard Wood Corp			\$ 24.634,13	R-1415-06
18/07/2014	1001195A	Annual Contract Administration Fee	Liberia Hard Wood Corp			\$ 1.000,00	R-1415-07
Grand total						\$ 2.687.734,11	

Annex 3

Forward Planner (summary)¹

		January 2017 Status		January 2018 Status		January 2019 Status		2020 Status
	Owner	Capacity	Compliance	Capacity	Compliance	Capacity	Compliance	Full capacity and compliance
PRINCIPLE 1 : LEGAL EXISTENCE/ RECOGNITION AND ELIGIBILITY TO OPERATE IN FORESTRY SECTOR The forest contract or permit holder is a legally recognized business, community or an individual eligible to operate in the forestry sector	Philip Joekolo and TM Commercial	All FMCs and CFMAs operating legally in Region 3, PPCC debarment list updated		Shareholders updated by FDA (commercial and law enforcement departments) All operators in Region 3 are operating legally		All forest operators (contractors and permit holders) hold necessary documentation, registered and stored by the FDA and MOFA, to legally operate in forest sector.		OUTCOME All forest operators (contractors and permit holders) hold necessary documentation, registered and stored by the FDA and MOFA, to legally operate in forest sector.
PRINCIPLE 2: FOREST ALLOCATION The Forest Use Rights covered by the contract was awarded pursuant to the National Forestry Reform Law and the Community Rights Law	Philip Joekolo and TM Commercial	Clearly mapped boundaries of affected communities and existing FMCs		> Documentation for verifiers completed as required in legality matrix for all FMCs and CFMAs		> Forest Use Rights covered by the contract are awarded pursuant to the National Forestry Reform Law and the Community Rights Law > Principle 2 in full compliance across all 4 regions		OUTCOME Forest Use Rights covered by the contract are awarded pursuant to the National Forestry Reform Law and the Community Rights Law

¹ The detailed forward planner is available online, together with this Aide-memoire.

PRINCIPLE 3: SOCIAL OBLIGATIONS AND BENEFIT SHARING Contract holder is in compliance with the social obligations and benefit sharing requirements established by law	Dennis Koko	CFDCs and communities representation in negotiation process enforced/ defined		Rights and responsibilities of communities and operators defined and agreed upon by all partners as per social agreements		Bank accounts opened for CFMBs. CFDCs receiving payment from GoL from land rental fees.		OUTCOME All contract holders are in compliance with the social obligations and benefit sharing requirements
PRINCIPLE 4: FOREST MANAGEMENT OPERATIONS AND HARVESTING Forest management operations and harvesting complies with all applicable laws	Philip Joekolo and TM Commercial	AOP approval process reviewed. CFHP approved and ready for implementation in Region 3 by FDA, MoL and EPA		Blocks related to AOP validated in the field by FDA with support from VPA SU and SGS.		AOP and Forest Management Plans validated by FDA across all four regions for 2019-20		OUTCOME All forest management operations and harvesting comply with the existing legal framework to comply with FLEGT Licensing requirements (Forestry Reform Law, Community Rights Law and Regulations, Code of Forest Harvesting Practices, the Forest Management
PRINCIPLE 5: ENVIRONMENTAL OBLIGATIONS Contract Holder and Timber Processor have met all environmental obligations required by law.	Konikay Nimley	Templates for environmental impact reports tested		EPA checklist is consistent with FDA to meet Libertrace requirements Templates for environmental impact reports field tested		EPA inspection reports uploaded to Libertrace EPA checklist is consistent with FDA to meet Libertrace requirements		OUTCOME Contract Holders (forest operators) and Timber Processors meet all environmental obligations required by the Environmental Protection and Management Law, Environmental Protection Assessment Guidelines, Code of Forest Harvesting Practices and other related laws and regulations

PRINCIPLE 6: TIMBER TRANSPORTATION AND TRACEABILITY The Contract or permit holder or timber processor meets all of its obligations required by law for the transportation and traceability of timber and/or timber products.	Simulu Kamara and TM Commercial	Staff transfer to LVD from departments in FDA		Capacity needs of LVD/ FDA in relation to CoC/ LAS are met		Document verification and validation/ LAS auditors in LVD/ FDA		OUTCOME All Contract or permit holder (forest operator) and timber processors meet all obligations required by law for the transportation and traceability of timber and/or timber product (FDA Chain of Custody System Standard Operating Procedures for the export and local markets)
PRINCIPLE 7: TRANSFORMATION AND TIMBER PROCESSING Timber processors have complied with the relevant Liberian laws and regulation	Edward S Kamara	SOPs written, validated and approved		Timber processing regulation in place. Libertrace includes timber processing		Timber processors have complied with the relevant Liberian laws and regulation and COC system is tracking timber process for export only		OUTCOME Timber processors have complied with the relevant Liberian laws and regulation (National Forestry Reform Law and regulations, Environmental Protection Assessment Guidelines, COC-SOP)
PRINCIPLE 8: WORKERS RIGHTS, HEALTH SAFETY AND WELFARE The contract/ permit holder or timber processor meets its obligation under the Labour Law and any collective bargaining agreements of the timber industry	Konikay Nimley, TM Commercial	Work safety guidelines for region 3 developed and tested		Reporting mechanism developed for MoL inspection visits		MoL capacity built to ensure compliance by operators		OUTCOME The contract/ permit holders (Forest Operator) and timber processors meet all obligations under the Labour Law, National Social Security Law, any collective bargaining agreements of the timber industry, and the Code of Forest Harvesting Practices

PRINCIPLE 9: TAXES, FEES AND OTHER PAYMENTS The contract holder or timber processor is current in its compliance with all fiscal obligations including payment of taxes and fees	Simulu Kamara and Abraham Sherif	Needs assessment of LRA for Libertrace interface and capacity building requirements (including budget)		LRA to independently verify FOB pricing. Interface between Libertrace and LRA databases working allowing traceability of tax and revenue		The contract holder (Forest Operator) and timber processor comply with all fiscal obligations including payment of taxes and fees as per National Forestry Reform Law and Regulations, the Community Rights Law and Regulations, Revenue Code of Liberia (LRA), COC-SOP		OUTCOME The contract holder (Forest Operator) and timber processor comply with all fiscal obligations including payment of taxes and fees as per National Forestry Reform Law and Regulations, the Community Rights Law and Regulations, Revenue Code of Liberia (LRA), COC-SOP
PRINCIPLE 10: EXPORT, PROCESSING AND TRADE REQUIREMENTS All contract and permit holders as well as timber processors have complied with export, processing and trade requirements	Joseph Tally	SOPs validated and agreed and signed		LLD established and operating with support from VPA SU		FLEGT licencing application process. Independent audit for FLEGT licences conducted		OUTCOME All contract (Forest Operator), permit holders and timber processors comply with export, processing and trade requirements as per the National Forestry Reform Law and Regulations, Revenue Code of Liberia (LRA), Customs Tariff, COC-SOP
PRINCIPLE 11 : TRANSPARENCY AND GENERAL DISCLOSURE	Richard Grear	Review of guidelines of FOI Act developed. Website improved		PAD handling press releases and communications regarding VPA process		VPA activities reflected in LEITI annual reporting and fully complying with FOI Act		OUTCOME The contract or permit holder (forest operator) complying with the requirements of the National Forestry Reform Law and Regulations, Freedom of Information Act, LEITI

Community Forestry Management Body (CFMB) complying with LAS for commercial timber sale for exports and local markets	Gertrude Nyaley			New CFMAs complying with LAS CoCS for commercial timber		Community Forestry Management Body (CFMB) using LiberTrace as community based operators for commercial timber sale for exports		Community Forestry Management Body (CFMB) using LiberTrace as community based operators for commercial timber sale for exports
Regulations in place for compliance with VPA LAS to issue FLEGT Licenses	Edward S Kamara	SGS: Review and Finalization of Draft Chainsaw SOP for inspection and verification, study and discussion to include Chainsaw milling in COCIS system		> Legality matrix approved by Liberia and submitted to EU for review and approval		> Implementation of administrative enforcement in FDA Regions 3; Independent Audit for FLEGT Licensing. Review of domestic and informal markets.		Community Forestry Management Body (CFMB) using LiberTrace as community based operators for commercial timber sale for exports
Creating processes and capacity to comply with Legality Assurance System, VPA process and sustainable forestry practices to meet FLEGT Licensing requirements	VPA Secretariat - Harnon Garbo							Liberia fully compliant with FLEGT licensing requirements

VPA Implementation Management Structures	VPA Secretariat - Harnon Garbo							VPA implementation structures fully functional and set up
Cross cutting issues	Joseph Tally							
Stakeholder support	VPA Secretariat - Harnon Garbo	VPA stakeholders assisted to effectively participate in the VPA process						

Annex 4

The list of the current CFMAs

Awarded in 2011

1	The People of Bluyema Clan	Zorzor District, Lofa County	49,444 hectares/122,176 acres	January 10, 2012	Approved/Mgt. Plan in process
2.	The People of Gba and Zor	Gbehlay-Geh, Yarmain, and Sanniquellie Mah Districts, Nimba County	614 hectares/1,517 acres	September 16, 2011	Approved/Mgt. Plan developed
3.	The People of Zor	Gbehlay-Geh District, Nimba County	1,112 hectares/2,747.75 acres	September 16, 2011	Approved/Mgt. Plan developed
4	The People of Nitrian	Kpanyan District, Sinoe County	947 hectares/2,340 acres	September 16, 2011	Approved/Mgt. Plan developed
5	The People of Gbi Chiefdom	Gbi & Doru and Doedain District	31,155 hectares	July 18, 2011	Approved/Mgt. Plan process
6.	The People of Doru Chiefdom	Gbi & Doru District, Nimba County	36,192.98 hectares	July 18, 2011	Approved/Mgt. Plan in process
7.	The People of Nimopoh	Nimopoh District, sinoe County	7,320 hectares/18,087.72 acres	September 16, 2011	Approved/Mgt. Plan developed
8.	The people of Neezonnie	Gbarzon District, Grand Gedeh County	42,429 hectares	March 2012	Approved/Mgt. Plan developed
9.	The people of Bloquai	Gblo-e-ploe Administrative District, Grand Gedeh County	43,794 hectares	March 2012	Approved/Mgt. Plan developed
10.	The people of Blei	Zor Clan, Nimba County	631hectares/1,559acres	September 16, 2011	Approved/Mgt. Plan developed

AWARDED CFMA in February 23, 2017

No.	Community	Sponsor	Size(Hectares)	County
1	Barconnie & Hammonsville	PROSPER	123	G. Bassa
2	Beyan-Poye	FDA	33,338	Margibi
3	Boe-Quila	PROSPER	8,121	Nimba

4	Garwin	FDA	36,637	Rivercess
5	Gbia-Gblor	PROSPER	7,391	Nimba
6	Gblor-Zoduah	PROSPER	4,511	Nimba
7	Kparblee	PROSPER	8,356	Nimba
8	Kpogblen	PROSPER	8,833	G. Bassa
9	Sehyi	PROSPER	8,121	Nimba
10	Sehzueplay	PROSPER	6,890	Nimba

AWARDED CFMA in 2017

No.	Community	Sponsor	Size(Hectares)	County
1.	SEWACAJUA	FDA	31,396	Sinoe

AWARDED CFMA'S November, 2017(Pending Board Approval)

No.	Community	Sponsor	Size(Hectares)	County
1	Gheegbarn #1	FDA	26,383	G. Bassa
2	Seekon-Pellokon	FDA	6,204	Sinoe
3	Tartweh-Drapoh	FDA	10369	Sinoe
4	Ziadue & Teekpeh	FDA	24,649	Rivercess

Awarded CFMA in January 2018(Pending Board Approval)

No.	Community	Sponsor	Size(Hectares)	County
1	Gbarsaw & Dorbor	FDA	21,320	Rivercess
2	Gheegbarn #2	FDA	12,576	G. Bassa
3	Korninga A	FDA	48,296	Gbarpolu
4	Marblee-Karblee	FDA	11,088	G. Bassa
5	Putu	FDA	21,337	G. Gedeh
6	Tarsue	FDA	9,714	Sinoe
7	Zuzohn	FDA	12,611	G. Bassa