

# INTERNATIONAL TROPICAL TIMBER ORGANIZATION

## ITTO

### PRE-PROJECT PROPOSAL

TITLE	COMMUNITY-BASED FOREST MANAGEMENT OF SUNGAI MEDIHIT WATERSHED
SERIAL NUMBER	PPD 135/07 Rev.1 (F)
COMMITTEE	REFORESTATION AND FOREST MANAGEMENT
SUBMITTED BY	GOVERNMENT OF MALAYSIA
ORIGINAL LANGUAGE	ENGLISH

#### SUMMARY

The remote Sungai Medihit catchment area in Ulu Limbang Division, north Sarawak, is affected by shifting-agriculture and logging. Under the Pre-Project a socio-economic study will be conducted in the area and bio-physical information on the catchment area collected and analyzed to identify problems facing the indigenous people and forest resources. An in-depth stakeholder analysis will be performed at village, district and State levels to develop effective strategies to address the problems formulated based on the socio-economic and bio-physical conditions of the catchment area. A full project proposal will be developed to implement the strategy formulated.

EXECUTING AGENCY FOREST DEPARTMENT OF SARAWAK (SFD) IN COLLABORATION WITH HIROSAR JAYA SND BHD

COOPERATING GOVERNMENTS ---

DURATION 6 MONTHS

APPROXIMATE STARTING DATE TO BE DETERMINED

BUDGET AND PROPOSED SOURCES OF FINANCE	Source	Contribution in US\$	Local Currency Equivalent
	ITTO	73,710	
	Gov't of Malaysia	58,554	
	<b>TOTAL</b>	<b>132,264</b>	

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## **PART I: CONTEXT**

### **1. Origin**

This Proposal is for a Pre-Project to develop a full Project Proposal to address the problems facing the indigenous peoples and forest resources of the Sungai Medihit catchment area, Limbang Division, Sarawak, Malaysia. The Proposal came about because the Kelabit and Penan communities of this remote area remain subsistence farmers depending on shifting cultivation and resources collected/hunted from the forest. As such they remain poor and unable to become players in Sarawak's economic development. Furthermore logging since 1988 till the present in the catchment area has affected the environment and availability of forest resources. The problems facing the indigenous people and forest resources need to be identified and this requires detailed socio-economic information on the indigenous communities in the catchment area as well as bio-physical information. Furthermore, a detailed stakeholder analysis is required as a pre-requisite for stakeholder consultation needed to develop effective strategies to address these problems through a full Project.

### **2. Sectoral Policies**

The Forest Policy of Sarawak, adopted in 1954, has provided a set of principles by which the State pursues economic use of its forest resources while safeguarding them for the benefit of future generations. Among the primary goals of the Forest Policy are:

- (a) To permanently reserve for the benefit of the present and future inhabitants of the country forest lands sufficient:
  - for the assurance of sound climatic and physical conditions of the country, safeguarding soil fertility and water supplies for domestic and industrial uses, irrigation and general agricultural purposes and the prevention of damage by flooding and erosion to rivers and to agricultural land, and
  - to ensure a perpetual supply at modest prices of all forms of forest produce that can be economically produced within the country and that are required by the people for agricultural, domestic or industrial purposes under a fully developed national economy.
- (b) To manage the productive forests of the Permanent Forest Estate (PFE) with the object of obtaining the highest possible revenue compatible with principle of sustained yield and with the primary objectives set out above
- (c) To promote, as far as practicable, the thorough and economical utilisation of forest products on land not included on the PFE, prior to the alienation of such land

- (d) To foster, as far as practicable with the prior claims of local demand, a profitable export trade in forest produce
- (e) To foster by education and publicity the value of forest among the public and to provide for vocational training in the field of forestry and forestry industry
- (f) To ensure a regular and uninterrupted source of funds for the advancement of forestry in the State.

The forest resources strategy is currently two-pronged, emphasising the:

- conservation of natural forests, and
- build-up of a significant tree-crop plantation base in the State outside the permanent forests.

### **3. Programmes and Operational Activities**

ITTO has been providing international funding for projects in Sarawak since the early 1990s. DANIDA, the Netherlands, GEF and UNDP have also provided international funding for forestry-related projects in Sarawak. The following projects are ongoing:

- PD 12/99 Rev.4 (F) Model Forest Management Area (MFMA) Phase III
- PD 224/03 Rev.1 (F) Transboundary Biodiversity Conservation: The Pulong Tau National Park, Sarawak State, Malaysia.
- PD 288/04 Rev. 2 (F) Development of Lanjak-Entimau Wildlife Sanctuary as a Totally Protected Area – Phase IV
- MAL/99/G31 Conservation and Sustainable Use of Tropical Peat Swamp Forests and Associated Wetlands Ecosystems, funded by UNDP/GEF.

Sarawak Forest Department's Geo-referenced Information System (GIS) can integrate map and satellite image data to produce a variety of products that can be used to help explore strategies to address problems in the area and inform stakeholders of aspects of the area.

The National Timber Certification Council Malaysia oversees the determination of criteria, indicators and actions to be implemented by Sarawak (following the most recent ITTO guidelines, criteria and indicators) and thereby promotes Sustainable Forest Management. So far the Malaysian Timber Certification Council has certified one Forest Management Unit in Sarawak under its timber certification scheme.

## PART II: THE PRE-PROJECT

### 1. Pre-Project Objectives

#### 1.1 Development Objective

Forest managed for multiple uses in close cooperation with local forest owners and communities living in forest areas and dependent on forest resources.

#### 1.2 Specific Objective

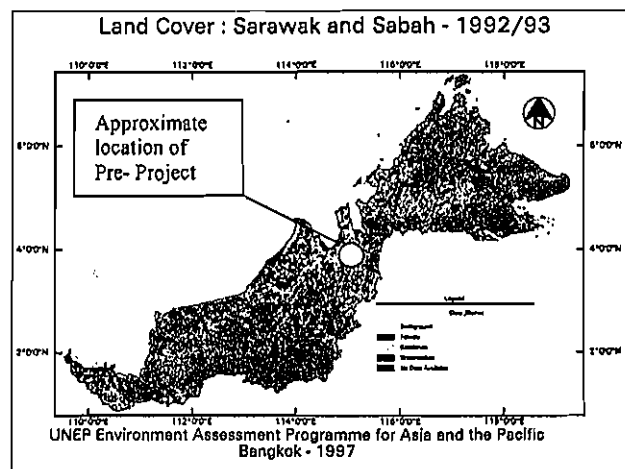
A full Project Proposal developed to address the problems facing the indigenous peoples and forest resources of the Sungai Medihit catchment area.

### 2. Justification

#### 2.1 Problems to be addressed

The Sungai Medihit catchment area covers about 35,400 ha. The terrain is hilly and mostly between 300 and 1000 m (elevations range from 140 m to 1430 m in the extreme south). Sungai Medihit (approximately 48 km) flows NNW. Patches of former shifting cultivation areas, some more than 60 years old, cover part of the Pre-Project area. The remainder supports Hill Mixed Dipterocarp Forest much of which has been logged (the Project area lies in a timber concession licensed to Limbang Trading Company Sdn Bhd and logging, begun in the late 1980s, still continues, with significant impacts that include erosion, sedimentation in waterways and reduced availability of forest resources.

**Figure 1: The approximate location of the Pre-Project**



The only settlements in the Sungai Medihit catchment area are located at Long Napir. Long Napir is located at the Sungai Medihit/Sungai Limbang confluence at the northern extremity of the Pre-Project area and about 90 miles from Limbang town. It is isolated, being reached from the nearest town, Nanga Medamit, by logging track (four hours in a 4WD vehicle) or river (one day in a longboat). The Kelabit and Penan indigenous communities live in four settlements. In 2007 there were altogether 241 families (382 Kelabit adults, 476 Kelabit children, 166 Penan adults and 134 Penan children). Electricity is from generators. The communities practise subsistence farming (shifting agriculture) and some Penans also hunt and gather forest resources some of the time. Little is known about the socio-economic situation in the catchment area but there are likely to be few chances to earn cash in the area, leading to poverty. The communities are served by a primary school and a clinic and have access to public telephones but for other government services local community members have to make a trip to Limbang, which takes time (at least two days) and money. The local people obtain little benefit from the area other than subsistence. They are not involved in the area's management.

Cursory bio-physical information on the catchment area's geomorphology, soils, climate and forest resources exists but detailed information is lacking. The topography is steep (much of the area has slopes over 33°), soils on the low hills are red-yellow podzolic soils while the steeper terrain has skeletal soils less than 25 cm deep and the Department of Irrigation and Drainage isohyet map indicates rainfall is moderate (3150-3500 mm yr<sup>-1</sup>). In the face of shifting agriculture, collection of forest produce and logging it is doubtful whether catchment area's resources are sustainably managed.

The Medihit catchment area supplies goods and services that are vital to an array of stakeholders (Table 1). A stakeholder analysis at village/district and State level is an essential precursor for consultations with all stakeholders to develop strategies to address the problems formulated (based on socio-economic and bio-physical conditions of the catchment area that are identified during the Pre-Project) in the best interests of all the stakeholders.

**Table 1: Preliminary stakeholder analysis**

<u>Stakeholder</u>	<u>Interests in relation to the problem*</u>	<u>Likely impact of Project on these interests</u>	<u>Power</u>	<u>Interest</u>
<b><u>Primary stakeholders (ultimately affected by Pre-Project)</u></b>				
<u>Indigenous Kelabit and Penan communities (1158 persons/241 families) represented by community leaders, JKKK (Village Development and Safety Committees) etc.</u>	<ul style="list-style-type: none"> <li>• <u>Clean water</u></li> <li>• <u>Land to farm</u></li> <li>• <u>Livelihoods from the surroundings</u></li> <li>• <u>Rise above State poverty level through cash economy based on sale of rice, livestock, fish, jungle produce, handicrafts, visitor</u></li> </ul>	<u>Positive</u>	<u>Low</u>	<u>High</u>

	<i>services etc</i>			
<i>Timber licensees and contractors</i>	<ul style="list-style-type: none"> <li><i>Sustainable timber supply</i></li> <li><i>Reduced environmental degradation during logging</i></li> </ul>	<i>Positive</i>	<i>High</i>	<i>High</i>
<i>LAKU, Limbang Division (water authority) drawing supplies from catchment area</i>	<ul style="list-style-type: none"> <li><i>Adequate, clean water supply requiring little treatment</i></li> </ul>	<i>Positive</i>	<i>Unknown</i>	<i>High</i>
<i>Users of water supplied by the water authority</i>	<ul style="list-style-type: none"> <li><i>Adequate, cheap clean water supply</i></li> </ul>	<i>Positive</i>	<i>Low</i>	<i>High</i>
<i>Visitors including ecotourists, sport fishermen</i>	<ul style="list-style-type: none"> <li><i>Variety of visitor attractions/tourist resources in good condition</i></li> </ul>	<i>Positive</i>	<i>Low</i>	<i>Low</i>
<i>Consumers in nearby towns (Limbang, Bandar Seri Begawan, Brunei)</i>	<ul style="list-style-type: none"> <li><i>Adequate, supplies of fresh, organic, farmed or collected produce</i></li> </ul>	<i>Positive</i>	<i>Low</i>	<i>High</i>
<i>Prospective developers of land in the catchment area (if any)</i>	<ul style="list-style-type: none"> <li><i>Land</i></li> <li><i>Restrictions on land development</i></li> </ul>	<i>Unknown</i>	<i>Unknown</i>	<i>High</i>
<b><i>Secondary stakeholders (Intermediaries in the process of delivering aid to primary stakeholders)</i></b>				
<i>ITTO</i>	<ul style="list-style-type: none"> <li><i>Seeing Pre-Project objectives achieved within budget</i></li> </ul>	<i>Positive</i>	<i>High</i>	<i>High</i>
<i>Sarawak Forest Department/Sarawak Forestry Corporation</i>	<ul style="list-style-type: none"> <li><i>Area may be designated PFE</i></li> <li><i>Area could become model for indigenous communities' involvement in / benefit from SFM</i></li> </ul>	<i>Positive</i>	<i>High</i>	<i>Unknown</i>
<i>Tourist associations</i>	<ul style="list-style-type: none"> <li><i>Variety of visitor attractions/tourist resources in good condition</i></li> </ul>	<i>Positive</i>	<i>Unknown</i>	<i>Unknown</i>
<i>NGOs</i>	<ul style="list-style-type: none"> <li><i>Indigenous people and forest resources in the area benefit</i></li> </ul>	<i>Unknown</i>	<i>Low</i>	<i>Unknown</i>
<i>Min. of Environment &amp; Public Health</i>	<ul style="list-style-type: none"> <li><i>Mission includes integrated management of natural resources and conservation of biological diversity</i></li> </ul>	<i>Positive</i>	<i>Low</i>	<i>Low</i>
<i>Local politicians</i>	<ul style="list-style-type: none"> <li><i>Unknown</i></li> </ul>	<i>Unknown</i>	<i>Unknown</i>	<i>Unknown</i>

*\* How to address the problems facing the indigenous peoples and forest resources of the Sungai Medihit catchment area with involvement of and benefit to all stakeholders.*

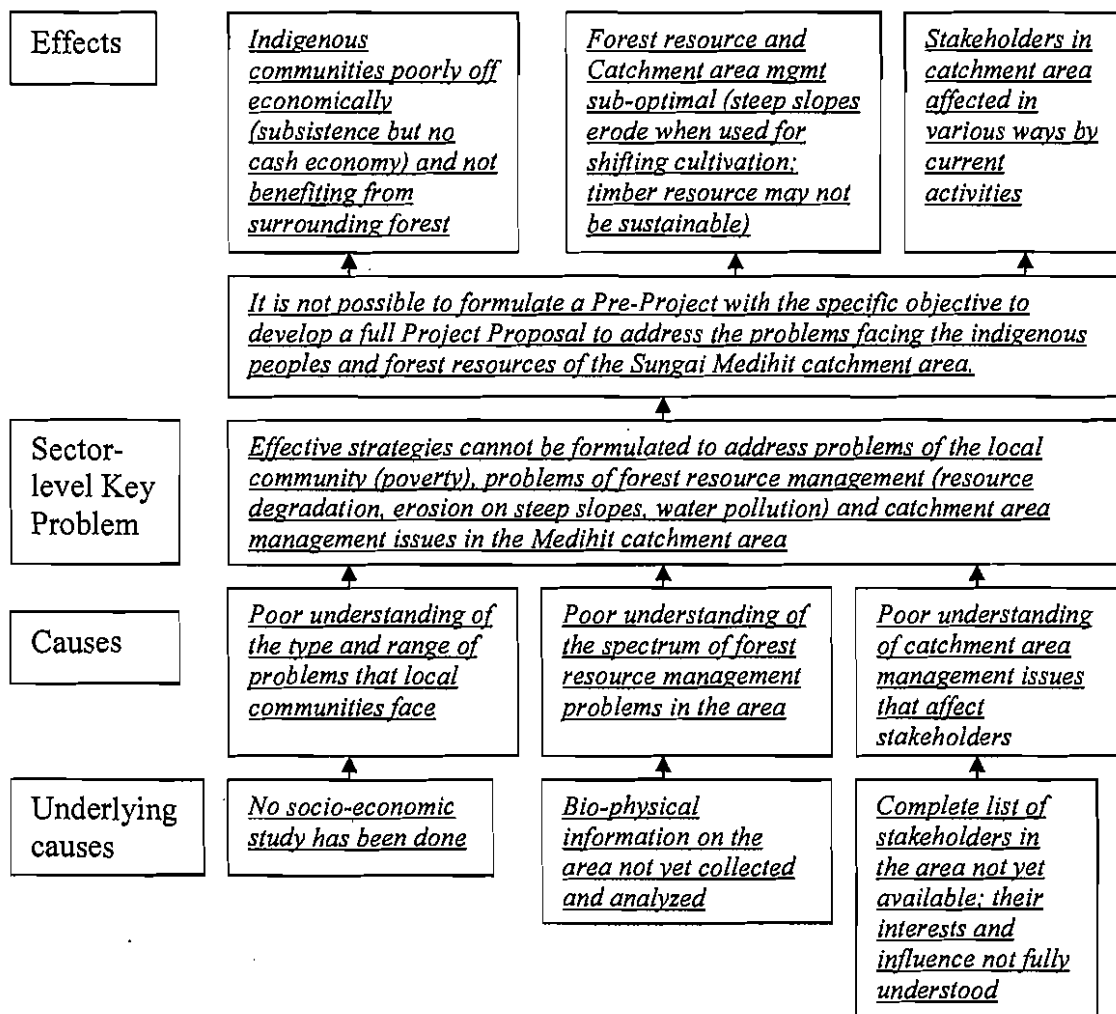
The specific problems to be addressed are:

- (i) *How to help the indigenous communities when not enough is known about the specific problems they face,*
- (ii) *How to achieve sustainable management of the area's resources (timber, non-timber, water, ecotourism etc.) in the face of shifting cultivation and logging when not enough is known about the area's bio-physical resources (geomorphology, soils, climate (rainfall), water resources, timber, non-timber and ecotourism resources), and*

- (iii) How to manage the Medihit catchment area to involve and benefit all stakeholders when exactly who the stakeholders are and the nature of their stake in the catchment area is not known.

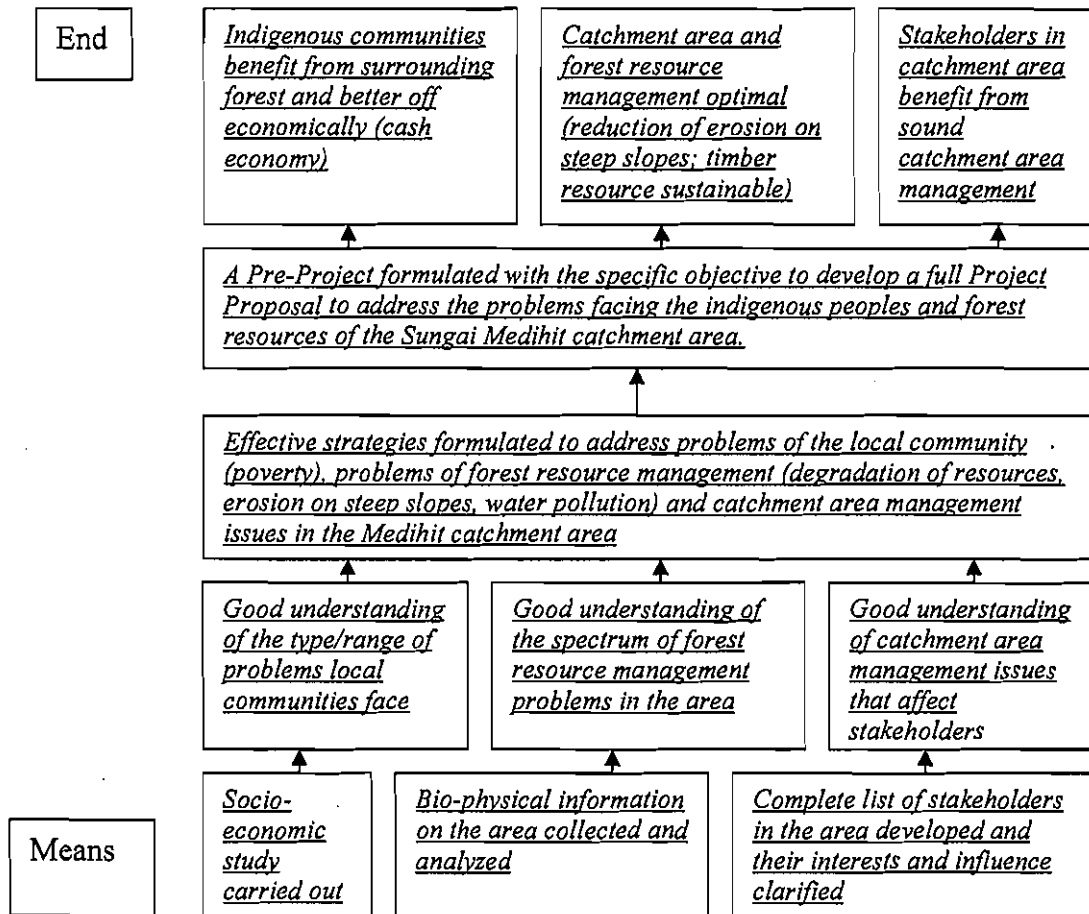
Effective strategies formulated to address the problems of the local community carried out in a full Project following from the Pre-Project will lead to the advancement of the Pre-Project Development Objective by ensuring that a forest area is managed for multiple uses in close cooperation with the local communities living in the area and dependent on forest resources.

**Figure 2: The Problem Tree**





**Figure 3: The Objective Tree**



## 2.2 Reasons for a Pre-Project

Additional information basic to formulation of a full Project to address the problems facing the indigenous people/forest resources that needs to be gathered to support Project identification includes:

- (i) Baseline socio-economic information on the indigenous communities in the Sungai Medihit catchment area, including information on the communities' socio-psychological attributes, social institutions, demographics, educational status, household income, economic activities, level of dependence on forest resources and use of and rights to land/forest/resources in the area as well as information on infrastructure, facilities and services in the area.
- (ii) Baseline bio-physical information on the catchment area including detailed information on the area's geomorphology, soils and climate and information on forest/vegetation types in the catchment area and their current condition and stocking, and on the types and amounts of non-timber forest products, wildlife and wildlife habitat, plant

biodiversity, soil conditions, water resources and recreational potential in the area.

- (iii) Identification of and detailed information on all the catchment area's stakeholders at village, district and State levels and an understanding of the overt and hidden significance of the catchment area to each.

### 2.3 **Target beneficiaries**

The indigenous Kelabit and Penan communities in the Sungai Medihit catchment area will be the chief beneficiaries of the full Project to be developed. They shall participate in the Pre-Project by being respondents in the socio-economic and participatory resource use studies and participants in the community mapping studies. They will be involved as guides and porters during collection of bio-physical data and also participate in stakeholder workshops to work out strategies to address problems facing them and the area's forest resources identified through socio-economic and bio-physical investigations.

Other beneficiaries will be other stakeholders in the catchment area, including but not limited to those listed in Table 1. The State Government of Sarawak will benefit from socio-economic and bio-physical data made available for decision-making in the area and from resource assessment material, as the bulk of the catchment area is proposed to be included in the State's Permanent Forest Estate.

### 2.4 **Other relevant aspects**

A very short period is available to ground-truth remote sensing image interpretation and conduct a forest resource assessment, especially as logistical challenges to moving around in the catchment area are expected. Camera trapping may be a useful technique to maximize wildlife survey results and sample nocturnal animals but availability of time, expertise and funds for camera traps may be a constraint. Hire of professional facilitators may exceed the modest sum budgeted.

Invisible but long-term economic benefits that would accrue from the eventual Project are expected to include better nutrition and health of the indigenous communities, improved sustainability of the area's forests and reduced costs of water treatment for consumers downstream. No adverse environmental impacts shall accrue from Pre-Project implementation.

Participatory Rural Appraisal procedures and workshops involving the indigenous communities will need to ensure effective communication between local community participants and other parties.

### **3. Outputs**

#### **3.1 Specific Objective**

To develop a full Project Proposal to address the problems facing the indigenous peoples and forest resources of the Sungai Medihit catchment area.

##### **Output 1**

**Problems facing the indigenous people identified**

###### **Activity 1.1**

To manage and administrate the Pre-Project

###### **Activity 1.2**

To conduct a socio-economic study of the communities in the catchment area

###### **Activity 1.3**

To conduct a Participatory Resource Use Study

###### **Activity 1.4**

To conduct Participatory Community Mapping

##### **Output 2**

**Problems facing the forest resources identified**

###### **Activity 2.1**

To conduct a desk/GIS study on bio-physical information of the catchment area and its surroundings

###### **Activity 2.2**

To ground-truth remote sensing image interpretation and conduct a forest resource assessment

##### **Output 3**

**In consultation with stakeholders, effective strategy to address the problems formulated based on socio-economic and biophysical conditions of the catchment area with reference to lessons learned by other countries in community-based forest management**

###### **Activity 3.1**

To carry out a review of literature on community-based forest management

###### **Activity 3.2**

To conduct a stakeholder workshop at village level

###### **Activity 3.3**

To conduct a stakeholder workshop at State level

###### **Activity 3.4**

*To carry out a detailed stakeholder analysis*

**Activity 3.5**

*To conduct a strategy workshop for all stakeholders*

**Output 4**

**A full Project Proposal to implement the strategy formulated to address the problems facing the indigenous people and forest resources**

**Activity 4.1**

*To write full Project Proposal*

**3.2 Logical Framework for the Pre-Project**

**Table 2: Logical Framework**

<b><u>PROJECT ELEMENTS</u></b>	<b><u>INDICATORS</u></b>	<b><u>MEANS OF VERIFICATION</u></b>	<b><u>ASSUMPTIONS</u></b>
<b><u>DEVELOPMENT OBJECTIVE</u></b>  <i>Forest managed for multiple uses in close cooperation with local forest owners and communities living in forest areas and dependent on forest resources</i>	<i>Indigenous communities and other stakeholders in the catchment area involved in developing strategies to sustainably manage six major forest resources (timber, water, wildlife, NTFP, soils and recreational) to improve their condition</i>	<i>Pre-Project documents including reports of stakeholder workshops involving inter alia indigenous communities in developing forest management strategies</i>	<i>State of Sarawak continues its commitment to Sarawak Forest Policy</i>

<u>PROJECT ELEMENTS</u>	<u>INDICATORS</u>	<u>MEANS OF VERIFICATION</u>	<u>ASSUMPTIONS</u>
<p><u>SPECIFIC OBJECTIVE</u></p> <p><u>To develop a full Project Proposal to address the problems facing the indigenous peoples and forest resources of the Sungai Medihit catchment area.</u></p>	<p><u>By the end of the Pre-Project a full Project Proposal with at least ten feasible, cost-effective strategies that together impact all major stakeholders in the Sungai Medihit catchment area, raise the indigenous communities above the State poverty level and measurably sustain and improve the six most important forest resources</u></p>	<p><u>Full Project Proposal accepted by ITTO</u></p>	<p><u>No major land use change or environmental degradation in the Pre-Project area during the Pre-Project or full Project period</u></p> <p><u>Full cooperation of primary and secondary stakeholders</u></p>
<p><u>OUTPUT 1</u></p> <p><u>Problems facing the indigenous people identified</u></p>	<p><u>By end of Pre-Project ten most significant problems facing the indigenous people identified, described (scope, seriousness) and prioritized. Evidence of active input from the communities themselves in identification and evaluation of the problems.</u></p>	<p><u>Project Documents including reports of socio-economic study, community mapping and workshops</u></p>	<p><u>Land status and ownership in the area is not an insuperable issue</u></p> <p><u>Costs of travel to and within Project area remain stable</u></p>

<u>PROJECT ELEMENTS</u>	<u>INDICATORS</u>	<u>MEANS OF VERIFICATION</u>	<u>ASSUMPTIONS</u>
<p><u>OUTPUT 2</u></p> <p><u>Problems facing the forest resources identified</u></p>	<p><u>By end of Pre-Project at least six major forest resources (timber, water, wildlife, NTFP, soils, recreational) identified, their condition described and evaluated and scope and seriousness of factors impacting their condition evaluated.</u></p>	<p><u>Project Documents including consultants' reports on Forest Resource Assessment and Participatory Resource Use study</u></p>	<p><u>SFD/SFC provide qualified technical assistance</u></p> <p><u>Costs of travel to and within Project area remain stable</u></p> <p><u>Timber companies operating in the area provide assistance</u></p>
<p><u>OUTPUT 3</u></p> <p><u>In consultation with stakeholders, effective strategies to address the problems formulated based on socio-economic and bio-physical conditions of the catchment area with reference to lessons learned by other countries in community-based forest management</u></p>	<p><u>By end of Pre-Project strategies to address problems faced by indigenous communities, other stakeholders in the catchment area and the six major forest resources itemized, evaluated (feasibility, beneficiary, cost / benefit) and prioritized</u></p>	<p><u>Project Documents including reports on outcomes of stakeholder and strategy-development workshops</u></p>	<p><u>Full cooperation of all stakeholders</u></p>
<p><u>OUTPUT 4</u></p> <p><u>A full Project Proposal to implement the strategy formulated to address the problems facing the indigenous people and forest resources</u></p>	<p><u>By end of Pre-Project full Project Proposal submitted to ITTO</u></p>	<p><u>Full Project Proposal accepted by ITTO</u></p>	<p><u>Land status and ownership in the area is not an insuperable issue</u></p> <p><u>No major land use change or environmental degradation in the Pre-Project area during the Pre-Project or full Project period</u></p>

### 3.3 Risks

No risks affecting Pre-Project implementation are foreseen. Issues that might arise and impact the Pre-Project and/or a subsequent full Project are itemized below:

1. Timber extraction without Reduced Impact Logging during the Pre-Project or Full Project or thereafter continues to affect the catchment area's resources,
2. Indigenous communities are found not to have rights over/ownership of land sufficient to address their problems,
3. Fuel costs and/or air transport costs increase markedly.
4. The Malaysian Ringgit strengthens markedly against the US\$.

### 4. Activities and Inputs

<u>No.</u>	<u>Activity</u>	<u>Input (US\$)</u>
<b><u>Specific Objective: To develop a full Project Proposal to address the problems facing the indigenous peoples and forest resources of the Sungai Medihit catchment area</u></b>		
<b><u>Output 1- Problems facing the indigenous people identified</u></b>		
<u>A</u> <u>1.1</u>	<u>To manage and administrate the Pre-Project</u>	<ul style="list-style-type: none"> <li>- <u>Project manager, 6 pm x 5,000.- @ 30,000</u></li> <li>- <u>Shared accounting/secretarial staff, ½ pm @ 1017.-</u></li> <li>- <u>Meeting (PSC) @ 400.-</u></li> <li>- <u>Office supplies @ 250.-</u></li> <li>- <u>Daily subsistence for general staff @ 3,454</u></li> <li>- <u>Travel to Project site (16 trips x 225 per trip) @ 3,600.-</u></li> </ul> <p><b><u>Malaysian contribution</u></b></p> <ul style="list-style-type: none"> <li>- <u>Project coordinator, 6 pm x 2,000.-/month @ 12,000.-</u></li> <li>- <u>Chief local counterpart, 6 pm x 1,500 &amp; 9,000.-</u></li> <li>- <u>Daily subsistence for officer/facilitators (39 days x 45.-/day) @ 1,755.-</u></li> <li>- <u>Daily subsistence for general staff (88 days x 22.-/day) @ 1,936.-</u></li> <li>- <u>Travel to Project site (6 trips x 225 per trip) @ 1,350.-</u></li> <li>- <u>Computer &amp; peripherals @ 2,000</u></li> <li>- <u>Portable generators (2 x 625.-) @ 1,250.-</u></li> <li>- <u>Radio equipment @ 1,500.-</u></li> <li>- <u>Satellite phone @ 500.-</u></li> </ul>
<u>A</u> <u>1.2</u>	<u>To conduct a socio-economic study of the communities in the catchment area</u>	<ul style="list-style-type: none"> <li>- <u>Social/rural anthropologist, ¼ pm @ 4,000-/month</u></li> <li>- <u>Interpreter, ½ pm @ 500.-/month</u></li> </ul> <p><b><u>Malaysian contribution</u></b></p> <ul style="list-style-type: none"> <li>- <u>Field assistant ½ pm @ 500.-/month</u></li> <li>-</li> </ul>
<u>A</u> <u>1.3</u>	<u>To conduct a Participatory Resource Use Study</u>	<ul style="list-style-type: none"> <li>- <u>Wildlife specialist, ½ pm @ 4,000-/month</u></li> <li>- <u>Botanist, ½ pm @ 4,000-/month</u></li> <li>- <u>Interpreter, 1 pm @ 500.-/month</u></li> </ul>

<u>No.</u>	<u>Activity</u>	<u>Input (US\$)</u>
		<b><u>Malaysian contribution</u></b> - <u>Field assistants, 2 pm @ 300.-/assistant/month</u>
<u>A</u> <u>1.4</u>	<u>To conduct Participatory</u> <u>Community Mapping</u>	- <u>Social/rural anthropologist, ¼ pm @ 4,000-/month</u> - <u>Interpreter, ¼ pm @ 500.-/month</u> <b><u>Malaysian contribution</u></b> - <u>Field assistant, ¼ pm @ 500.-/assistant/month</u>
<b><u>Output 2 - Problems facing the forest resources identified</u></b>		
<u>A</u> <u>2.1</u>	<u>To conduct a desk/GIS</u> <u>study on bio-physical</u> <u>information of the</u> <u>catchment area and its</u> <u>surroundings</u>	- <u>Vegetation interpr. specialist, ½ pm @ 4,000-/month</u> - <u>GIS technical assistant, 1 pm @ 1,000.-/month</u> - <u>Maps/remote sensing images @ 500.-</u> <b><u>Malaysian contribution</u></b> - <u>Use of GIS Unit maps/satellite images</u> - <u>Services of GIS Unit to digitise data/produce images</u>
<u>A</u> <u>2.2</u>	<u>To ground-truth remote</u> <u>sensing image</u> <u>interpretation and conduct</u> <u>a forest resource</u> <u>assessment</u>	- <u>Wildlife specialist, ½ pm @ 4,000-/month</u> - <u>Botanist, ½ pm @ 4,000-/month</u> - <u>Zoological assistants, 1 pm @ 500.-/assistant/month</u> - <u>Botanical assistants, 1 pm @ 500.-/assistant/month</u> - <u>Tree climbers @ 1 pm @ 300.-/month</u> - <u>Interpreter, 1 pm @ 500.-/month</u> - <u>Logistics and camping cost (6 persons x 1 month x 300.-</u> <u>/person/month) @ 1,800.-</u> <b><u>Malaysian contribution</u></b> - <u>Camping equipment @ 1,000</u> - <u>Field study supplies @ 500.-</u> - <u>Field study equipment (GPS, binoculars, compass,</u> <u>altimeter, camera traps) @ 1,400.-</u> - <u>Access to SFC facilities (specimen</u> <u>processing/identification)</u>
<b><u>Output 3 -In consultation with stakeholders, effective strategy to address the problems</u></b> <b><u>formulated based on socio-economic and biophysical conditions of the catchment area with</u></b> <b><u>reference to lessons learned by other countries in community-based forest management</u></b>		
<u>A</u> <u>3.1</u>	<u>To carry out a review of</u> <u>literature on community-</u> <u>based forest management</u>	- <u>Consultant (Literature Review), ½ pm @ 4,000-/month</u>
<u>A</u> <u>3.2</u>	<u>To conduct a stakeholder</u> <u>workshop at village level</u>	- <u>Consultant (Stakeholders) @ 800.-</u> - <u>Interpreter, (2 days x 25.-/day) @ 50.-</u> <b><u>Malaysian contribution</u></b> - <u>Facilitators (2 for 2 days) @ 400.-</u> - <u>Rapporteur (2 days @ 25.-/day) @ 50.-</u> - <u>Workshop materials @ 600</u> - <u>Use of audio-visual equipment</u>
<u>A</u>	<u>To conduct a stakeholder</u>	- <u>Consultant (Stakeholders) @ 800.-</u>



<u>No.</u>	<u>Activity</u>	<u>Input (US\$)</u>
<u>3.3</u>	<u>workshop at State level</u>	<ul style="list-style-type: none"> <li>- <u>Interpreter, (2 days x 25.-/day) @ 50.-</u></li> <li>- <u>Subsistence for 4 indig. community reps @ 704</u></li> <li>- <u>Travel for 4 indig. community reps @ 900.-</u></li> </ul> <p><b><u>Malaysian contribution</u></b></p> <ul style="list-style-type: none"> <li>- <u>Facilitators (2 for 2 days) @ 400.-</u></li> <li>- <u>Rapporteur (2 days @ 25.-/day) @ 50.-</u></li> <li>- <u>Workshop materials @ 600</u></li> </ul>
<u>A</u> <u>3.4</u>	<u>To carry out a detailed stakeholder analysis</u>	<ul style="list-style-type: none"> <li>- <u>Consultant (Stakeholders) @ 400.-</u></li> </ul>
<u>A</u> <u>3.5</u>	<u>To conduct a strategy workshop for all stakeholders</u>	<ul style="list-style-type: none"> <li>- <u>Consultant (Stakeholders) @ 800.-</u></li> <li>- <u>Interpreter, (2 days x 25.-/day) @ 50.-</u></li> </ul> <p><b><u>Malaysian contribution</u></b></p> <ul style="list-style-type: none"> <li>- <u>Facilitators (2 for 2 days) @ 400.-</u></li> <li>- <u>Rapporteur (2 days @ 25.-/day) @ 50.-</u></li> <li>- <u>Workshop materials @ 600</u></li> <li>- <u>Use of audio-visual equipment</u></li> </ul>
<b><u>Output 4 - A full Project Proposal to implement the strategy formulated to address the problems facing the indigenous people and forest resources</u></b>		
<u>A</u> <u>4.1</u>	<u>To write full Project Proposal</u>	<ul style="list-style-type: none"> <li>- <u>Consultant (Project Proposal dev't), ½ pm</u></li> </ul>

## 5. Work Plan

<u>Outputs/Activities</u>	<u>Responsible Party</u>	<u>Month from starting date (* Output completion date)</u>								
		<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>
<u>Progress Report</u>	<u>Project Manager</u>									
<u>Submission of Project Completion Report</u>	<u>Project Manager</u>									
<b><u>Output 1- Problems facing the indigenous people identified</u></b>										
<u>A 1.1 To manage and administrate the Pre-Project</u>	<u>Project Manager</u>									
<u>A 1.2 To conduct a socio-economic study of the communities in the catchment area</u>	<u>Social/Rural anthropologist</u>									
<u>A 1.3 To conduct a Participatory Resource Use Study (Wildlife)</u>	<u>Wildlife specialist</u>									
<u>A 1.3 To conduct a Participatory Resource Use Study (Plants)</u>	<u>Botanist</u>									
<u>A 1.4 To conduct Participatory Community Mapping</u>	<u>Social/Rural anthropologist</u>									
<b><u>Output 2 - Problems facing the indigenous people identified</u></b>										
<u>A 2.1 To conduct a desk/GIS study on bio-physical information of the catchment area and its surroundings</u>	<u>Vegetation interpretation specialist</u>									
<u>A 2.2 To conduct a forest resource assessment (Wildlife)</u>	<u>Wildlife specialist</u>									
<u>A 2.2 To ground-truth remote sensing image interpretation and conduct a forest resource assessment (Plants).</u>	<u>Botanist</u>									
<b><u>Output 3 -In consultation with stakeholders, effective strategy to address the problems formulated based on socio-economic and biophysical conditions of the catchment area with reference to lessons learned by other countries in community-based forest management</u></b>										
<u>A 3.1 To carry out lit. review on community-based forest mgmt.</u>	<u>Consultant (Lit.Review)</u>									
<u>A 3.2 To conduct a stakeholder workshop at village level</u>	<u>Consultant (Stakeholders)</u>									
<u>A 3.3 To conduct a stakeholder workshop at State level</u>	<u>Consultant (Stakeholders)</u>									
<u>A 3.4 To carry out a detailed stakeholder analysis</u>	<u>Consultant (Stakeholders)</u>									
<u>A 3.5 To conduct a strategy workshop for all stakeholders</u>	<u>Consultant (Stakeholders)</u>									
<b><u>Output 4 - A full Project Proposal to implement the strategy formulated to address problems facing the indigenous people and forest resources</u></b>										
<u>A 4.1 To write full Project Proposal</u>	<u>Consultant (Project Proposal development)</u>									

6. Budget

6.1 Overall Project Budget by Activity

<u>OUTPUTS/ ACTIVITIES</u> <u>+ NON-ACTIVITY BASED EXPENSES</u> <i>Key: ITTO - black; Executing Agency - Red</i>	<u>BUDGET COMPONENTS</u>							
	<u>10.</u> <u>Project</u> <u>Personnel</u>	<u>20.</u> <u>Sub-</u> <u>Contracts</u>	<u>30.</u> <u>Duty</u> <u>Travel</u>	<u>40.</u> <u>Capital</u> <u>Items</u>	<u>50.</u> <u>Consum-</u> <u>ables</u>	<u>60.</u> <u>Misc.</u>	<u>Quarter</u> <u>Year</u>	<u>GRAND</u> <u>TOTAL</u>
<i>Output 1: Problems facing the indigenous people identified</i>								
<i>Activity 1.1 To manage and administrate the Pre-Project</i>	31,017		7,054			400	Q1-Q2	
	21,000		5,041	5,250				
<i>Activity 1.2 To conduct a socio-economic study of the communities in the catchment area</i>	3,250						Q1	
	250							
<i>Activity 1.3 To conduct a Participatory Resource Use Study</i>	4,500						Q1	
	600							
<i>Activity 1.4 To conduct Participatory Community Mapping</i>	1,125						Q1	
	125							
<b>Subtotal 1</b>	<b>61,867</b>		<b>12,095</b>	<b>5,250</b>		<b>400</b>		<b>79,612</b>
<i>Output 2: Problems facing forest resource management identified</i>								
<i>Activity 2.1 To conduct a desk/GIS study on bio-physical information of the catchment area and its surroundings</i>	3,000					500	Q1	
<i>Activity 2.2 To ground-truth remote sensing image interpretation and conduct a forest resource assessment</i>	5,800				1,800		Q1	
				15,000	500			
<b>Subtotal 2</b>	<b>8,800</b>			<b>15,000</b>	<b>2,300</b>	<b>500</b>		<b>26,600</b>
<i>Output 3: In consultation with stakeholders, effective strategy to address the problems formulated based on socio-economic and biophysical conditions of the catchment area</i>								

<b>OUTPUTS/ ACTIVITIES</b> <b>+ NON-ACTIVITY BASED EXPENSES</b>	<b>BUDGET COMPONENTS</b>							<b>GRAND TOTAL</b>
	<b>10. Project Personnel</b>	<b>20. Sub-Contracts</b>	<b>30. Duty Travel</b>	<b>40. Capital Items</b>	<b>50. Consumables</b>	<b>60. Misc.</b>	<b>Quarter Year</b>	
<i>Key: ITTO - black; Executing Agency - Red</i>								
<i>with reference to lessons learned by other countries in community-based forest management</i>								
<i>Activity 3.1 To carry out a review of literature on community-based forest management</i>	2,000						Q1	
<i>Activity 3.2 To conduct a stakeholder workshop at village level</i>	850						Q2	
	450					600		
<i>Activity 3.3 To conduct a stakeholder workshop at State level</i>	850		1,604				Q2	
	450					600		
<i>Activity 3.4 To carry out a detailed stakeholder analysis</i>	400						Q2	
<i>Activity 3.5 To conduct a strategy workshop for all stakeholders</i>	850						Q2	
	450					600		
<b>Subtotal 3</b>	<b>6,300</b>		<b>1,604</b>			<b>1,800</b>		<b>9,704</b>
<i>Output 4: A full Project Proposal to implement the strategy formulated to address the problems facing the indigenous people and forest resource management</i>								
<i>Activity 4.1 To write a full Project Proposal</i>							Q2	
<b>Subtotal 4</b>								
<b>NON-ACTIVITY BASED EXPENSES</b>								
<i>(1) Fuel &amp; Utilities</i>								
<i>(2) Office supplies</i>						250	Q1-Q2	120,166
<i>(3) Auditing</i>								
<b>Subtotal 5</b>						250		
<b>Subtotal (ITTO)</b>	<b>53,642</b>		<b>8,658</b>		<b>1,800</b>	<b>1,150</b>		<b>65,250</b>
<b>Subtotal (E. Agency)</b>	<b>23,325</b>		<b>5,041</b>	<b>20,250</b>	<b>500</b>	<b>1,800</b>		<b>50,916</b>

<u>OUTPUTS/ ACTIVITIES</u> <u>+ NON-ACTIVITY BASED EXPENSES</u> <i>Key: ITTO - black; Executing Agency - Red</i>	<u>BUDGET COMPONENTS</u>							
	<u>10.</u> <u>Project</u> <u>Personnel</u>	<u>20.</u> <u>Sub-</u> <u>Contracts</u>	<u>30.</u> <u>Duty</u> <u>Travel</u>	<u>40.</u> <u>Capital</u> <u>Items</u>	<u>50.</u> <u>Consum-</u> <u>ables</u>	<u>60.</u> <u>Misc.</u>	<u>Quarter</u> <u>Year</u>	<u>GRAND</u> <u>TOTAL</u>
<b><u>TOTAL</u></b>	<b><u>76,967</u></b>		<b><u>13,699</u></b>	<b><u>20,250</u></b>	<b><u>2,300</u></b>	<b><u>2,950</u></b>		<b><u>116,166</u></b>

## 6.2 Pre-Project Budget by Source (ITTO)

<u>Budget Components</u>		<u>Total (US\$)</u>
<u>10</u>	<u>Project Personnel</u>	<u>53,642</u>
<u>20</u>	<u>Sub-contracts</u>	<u>-</u>
<u>30</u>	<u>Duty Travel</u>	<u>8,658</u>
<u>40</u>	<u>Capital Items</u>	<u>-</u>
<u>50</u>	<u>Consumable Items</u>	<u>1,800</u>
<u>60</u>	<u>Miscellaneous</u>	<u>1,150</u>
	<b><u>Subtotal 1</u></b>	<b><u>65,250</u></b>
<u>80</u>	<u>Monitoring, evaluation &amp; administration costs</u>	
	<b><u>81 Monitoring and Evaluation Costs</u></b>	<b><u>3,000</u></b>
	<b><u>Subtotal 2</u></b>	<b><u>68,250</u></b>
	<b><u>82 Programme Support Costs (8% of Subtotal 2)</u></b>	<b><u>5,460</u></b>
	<b><u>ITTO TOTAL</u></b>	<b><u>73,710</u></b>

## 6.3 Pre-Project Budget by Source (Executing Agency)

<u>Budget Components</u>		<u>Total (US\$)</u>
<u>10</u>	<u>Project Personnel</u>	<u>23,325</u>
<u>20</u>	<u>Sub-contracts</u>	<u>-</u>
<u>30</u>	<u>Duty Travel</u>	<u>5,041</u>
<u>40</u>	<u>Capital Items</u>	<u>20,250</u>
<u>50</u>	<u>Consumable Items</u>	<u>500</u>
<u>60</u>	<u>Miscellaneous</u>	<u>1,800</u>
	<b><u>Subtotal 1</u></b>	<b><u>50,916</u></b>
<u>70</u>	<u>Executing Agency Management Costs (15% of total of overall project budget by activity)</u>	<u>7,638</u>
	<b><u>EXECUTING AGENCY TOTAL</u></b>	<b><u>58,554</u></b>

## 6.4 Consolidated Pre-Project Budget by Source (ITTO)

<u>Budget Components</u>		<u>Total (US\$)</u>
<u>10</u>	<u>Project Personnel</u>	
	<u>10 Project Manager</u>	<u>30,000</u>
	<u>12 Social/rural anthropologist</u>	<u>4,000</u>
	<u>12 Wildlife specialist</u>	<u>4,000</u>
	<u>12 Botanist</u>	<u>4,000</u>
	<u>12 Vegetation interpretation specialist</u>	<u>2,000</u>
	<u>12 Consultant (Stakeholders)</u>	<u>2,800</u>
	<u>12 Consultant (Literature Review)</u>	<u>2,000</u>
	<u>13 GIS Technical assistant</u>	<u>1,000</u>
	<u>13 Administrative staff</u>	<u>1,017</u>
	<u>13 Interpreter</u>	<u>1,525</u>
	<u>13 Botanical assistant</u>	<u>500</u>

	<u>13 Zoological assistant</u>	<u>500</u>
	<u>13 Tree climbers</u>	<u>300</u>
	<b><u>19 Component Total</u></b>	<b><u>53,642</u></b>
<b><u>30</u></b>	<b><u>Duty Travel</u></b>	
	<u>31 Daily subsistence allowance</u>	<u>4,158</u>
	<u>32 Travel</u>	<u>4,500</u>
	<b><u>39 Component Total</u></b>	<b><u>8,658</u></b>
<b><u>40</u></b>	<b><u>Capital Items</u></b>	
	<b><u>49 Component Total</u></b>	<b><u>-</u></b>
<b><u>50</u></b>	<b><u>Consumable Items</u></b>	
	<u>53 Logistics and camping costs</u>	<u>1,800</u>
	<b><u>59 Component Total</u></b>	<b><u>1,800</u></b>
<b><u>60</u></b>	<b><u>Miscellaneous</u></b>	
	<u>61 Sundry (office supplies, PSC Meeting, maps etc.)</u>	<u>1,150</u>
	<b><u>69 Component Total</u></b>	<b><u>1,150</u></b>
	<b><u>Subtotal 1</u></b>	<b><u>65,250</u></b>
<b><u>70</u></b>	<b><u>Executing Agency Management Costs</u></b>	<b><u>-</u></b>
	<b><u>SUBTOTAL</u></b>	<b><u>65,250</u></b>
<b><u>80</u></b>	<b><u>Monitoring, evaluation &amp; administration costs</u></b>	
	<b><u>81 Monitoring and Evaluation Costs</u></b>	<b><u>3,000</u></b>
	<b><u>82 Programme Support Costs</u></b>	<b><u>5,460</u></b>
	<b><u>89 Component Total</u></b>	<b><u>8,460</u></b>
<b><u>100</u></b>	<b><u>GRAND TOTAL</u></b>	<b><u>73,710</u></b>

#### **6.5 Consolidated Pre-Project Budget by Source (Executing Agency)**

	<b><u>Budget Components</u></b>	<b><u>Total (US\$)</u></b>
<b><u>10</u></b>	<b><u>Project Personnel</u></b>	
	<u>13 Project Coordinator</u>	<u>12,000</u>
	<u>13 Chief Local Counterpart</u>	<u>9,000</u>
	<u>13 Facilitators</u>	<u>1,200</u>
	<u>13 Rapporteur</u>	<u>150</u>
	<u>13 Field assistant</u>	<u>975</u>
	<b><u>19 Component Total</u></b>	<b><u>23,325</u></b>
<b><u>30</u></b>	<b><u>Duty Travel</u></b>	
	<u>31 Daily subsistence allowance</u>	<u>3,691</u>
	<u>32 Travel</u>	<u>1,350</u>
	<b><u>39 Component Total</u></b>	<b><u>5,041</u></b>
<b><u>40</u></b>	<b><u>Capital Items</u></b>	
	<u>41 Computer &amp; peripherals</u>	<u>2,000</u>
	<u>42 Portable generators</u>	<u>1,250</u>
	<u>43 Radio equipment</u>	<u>1,500</u>
	<u>44 Satellite telephone</u>	<u>500</u>
	<u>45 Camping equipment</u>	<u>1,000</u>
	<u>46 Field study equipment</u>	<u>14,000</u>
	<b><u>49 Component Total</u></b>	<b><u>20,250</u></b>
<b><u>50</u></b>	<b><u>Consumable Items</u></b>	
	<u>51 Field study supplies</u>	<u>500</u>
	<b><u>59 Component Total</u></b>	<b><u>500</u></b>

<b>60</b>	<b><u>Miscellaneous</u></b>	
	<b>61 <u>Workshop materials</u></b>	<b><u>1,800</u></b>
	<b>69 <u>Component Total</u></b>	<b><u>1,800</u></b>
	<b><u>Subtotal 1</u></b>	<b><u>50,916</u></b>
<b>70</b>	<b><u>Executing Agency Management Costs</u></b>	
	<b>79 <u>Component Total</u></b>	<b><u>7,638</u></b>
	<b><u>SUBTOTAL</u></b>	<b><u>58,554</u></b>
<b>80</b>	<b><u>Monitoring, evaluation &amp; administration costs</u></b>	
	<b>81 <u>Monitoring and Evaluation Costs</u></b>	<b>-</b>
	<b>83 <u>Programme Support Costs</u></b>	<b>-</b>
	<b>89 <u>Component Total</u></b>	<b>-</b>
<b>100</b>	<b><u>GRAND TOTAL</u></b>	<b><u>58,554</u></b>



## **PART III: TROPICAL TIMBER FRAMEWORK**

### **1. Compliance with ITTA 1994 Objectives**

The proposed Project will advance the following Objectives of the 1994 ITTA Agreement:

#### *1.1 Objective c: 'To contribute to the process of sustainable development'*

The Pre-Project will likely identify strategies to address the problems faced by the Kelabit and Penan communities in the Sungai Medihit catchment area (who currently rely on subsistence agriculture) that involve management of the area's forest resources in a more sustainable way.

#### *1.2 Objective f: 'To promote and support research and development with a view to improving forest management and efficiency of wood utilization as well as increasing the capacity to conserve and enhance other forest values in timber producing tropical forests*

The Pre-Project will likely identify strategies to address the problems faced by the forest resources in the Sungai Medihit catchment area that will involve improved forest management in the area (e.g. by Reduced Impact Logging practices) that will help to enhance other forest values such as water quality and river fish populations that will benefit a range of stakeholders.

#### *1.3 Objective j: 'To encourage members to support and develop industrial tropical timber reforestation and forest management activities as well as rehabilitation of degraded forest land, with due regard for the interests of local communities dependent on forest resources'*

The Pre-Project will likely identify strategies to address the problems faced by the forest resources in the Sungai Medihit catchment area that involve solutions to ameliorate environmental disturbances that impact selected resources including the rehabilitation of degraded forest land (whether by shifting cultivation or logging) and thus benefit the local communities dependent on the forest resources and/or subsistence agriculture.

### **2. Compliance with ITTO Action Plan**

The Pre-Project is related to the following goals and actions of the ITTO 1994 Action Plan (Reforestation and Forest Management initiative):

#### ***GOAL 1: Support activities to secure the tropical timber resource base***

Action 5: Assess opportunities for, and promote development of, non-timber forest products and forest services which can improve the economic attractiveness of maintaining the forest resource base.

The Pre-Project would make a significant contribution to the advancement of Goal 1, Action 5 through its initiatives to carry out a forest resource assessment to include identification of at least six major forest resources (timber, water, wildlife, non-timber forest products, soils, recreational), description of their condition and evaluation of the scope and seriousness of factors impacting their condition.

***GOAL 2: Promote sustainable management of tropical forest resources***

Action 3: Develop and promote the implementation of guidelines for the management of secondary tropical forests, the restoration of degraded tropical forests and the rehabilitation of degraded forest land, and

By end of the Pre-Project stakeholders will have identified, evaluated (feasibility, beneficiary, cost/benefit) and prioritized strategies to address problems faced by indigenous communities, the six major forest resources and other stakeholders in the catchment area. These are likely to involve sustainable forest management of secondary tropical forests and the rehabilitation of degraded forest land.

Action 10: Encourage members and assist them, where appropriate, to:

- Improve the productive capacity of natural forests, where appropriate, through intensified silvicultural practices, better utilization of lesser-used species, the promotion of non-timber forest products, guided natural regeneration, enrichment planting and reforestation
- Establish and manage forests for multiple uses in close cooperation with local forest owners and communities living in forest areas

The strategies that the Pre-Project will identify are likely to involve the promotion of non-timber forest products (Goal 2, Action 10).

The Pre-Project is likely to contribute significantly to management of forests for multiple uses in close cooperation with local forest owners and communities living in forest areas (Goal 2, Action 10) as by its end the ten most significant problems facing the indigenous people will have been identified, described (scope, seriousness) and prioritized with active involvement from the communities themselves and a full Project Proposal to implement the strategy formulated to address the problems facing the indigenous people and forest resources will have been prepared.

**DOCUMENTS CONSULTED**

International Tropical Timber Organization 1992. ITTO Guidelines for the Sustainable Management of Natural Tropical Forests.

International Tropical Timber Organization 1993. ITTO Guidelines on the Conservation of Biological Diversity in Tropical Production Forests.

International Tropical Timber Agreement 1994.

International Tropical Timber Organization 2002. Yokohama Action Plan 2002-2006.  
ITTO Development series No. 11.

Maps

Sarawak Topography Map (1:250,000)  
Sarawak Agriculture Capability Map (1:125,000)  
Geological map of Sarawak (1: 500,000)

Website

<http://ihydro.did.sarawaknet.gov.my>

## ANNEX

### **A. Terms of Reference for the Pre-Project Staff**

The roles and functions of the principle staff are described briefly below:

#### Project Manager

The Project Manager will report to the Director of Forests, Sarawak Forest Department and will be responsible for:

- Technical and administrative orientation and coordination of all Pre-Project activities
- Supervision of the use of Project property and funds
- Elaboration and implementation of the Pre-Project Operation plan
- Relations with SFD and other public agencies and institutions
- Supervision of the selection of consultants
- Giving guidance for the work of consultants, supervising them and controlling the quality of their results
- Information on Pre-Project objectives and work, targeting the public in general and key stakeholders in particular
- Monitoring progress toward achieving Pre-Project objectives and elaboration of all reports required by ITTO and by the Project objectives

#### Assistant (administration and finance)

The Assistant will be based at HQ and his responsibilities will be to:

- Assist the Project Manager in the administration and financial management of the Project financial resources in accordance with the rules and procedures in operation under the terms of the Project
- Ensure proper keeping of Project accounts and financial documents
- Input financial data into a computerized accounting system
- Assist in preparation of financial accounts
- Assist in the process of timely calling of funds
- Execute payment of salaries to project personnel
- Assist in all other administrative and finance-related matters as requested by the Project Manager
- Ensure an supply for Project needs

#### *Office Secretary*

*The Pre-Project will require some part-time secretarial assistance. The Office Secretary's responsibilities will be to:*

- *Assist the Project Manager*

- Carry out secretarial duties in the ITTO Office
- Maintain office correspondence and files
- Maintain office equipment
- Assist in preparing consultant reports for publication
- Assist in organizing meetings and workshops

Interpreter

The Interpreter shall be recruited from one of the indigenous communities in Long Napir and shall be fluent in Kelabit, Penan, Bahasa Malaysia and English. He/she shall be responsible for:

- Translating for indigenous community members, consultants and stakeholders involved in various studies in the area and stakeholder workshops and strategy workshop attended by local community members.

Assistant (GIS/information)

The Assistant will be responsible to:

- Assist in the production of digital map layers
- Work with other Project team members to enter Project data into SFD's GIS Unit
- Continuously update Project data in SFD's GIS Unit

**B. Summary of modifications in response to recommendations of 33<sup>rd</sup> Panel**

1. Formulate a pre-project with the specific objective to develop a full project proposal to address the problems facing the indigenous peoples and forest resources of the Sungai Medihit watershed.

*A Pre-Project Proposal with the recommended specific objective has been formulated*

2. The main activities of the pre-project shall be:
  - To conduct a socio-economic study in the watershed area
  - To collect and analyze bio-physical information on the watershed area, and
  - To perform an in-depth stakeholder analysis at village, district and state levels

*The recommended Pre-Project main activities are addressed in the Pre-Project Proposal*

3. The main outputs of the pre-project are:

- Problems facing the indigenous people and forest resource management identified
- In consultation with stakeholders, effective strategy to address the problems formulated based on socio-economic and bio-physical conditions of the watershed area, and
- A full project proposal to implement the strategy formulated

*The recommended Pre-Project outputs have been included in the Pre-Project Proposal*

4. Re-write the Executing Agency as 'Forest Department of Sarawak in collaboration with Hirosa Jaya Sdn Bhd'

*The Executing Agency has been re-written as 'Forest Department of Sarawak in collaboration with Hirosar Jaya Sdn Bhd'*

**C. Summary of modifications in response to recommendations of 34<sup>th</sup> Panel**

1. Include one activity "review of literature on community-based forest management" under Output 3, without increasing the budget, to be used as inputs to Output 4	<p><b><u>Output 3 (pages 11, 14, 16, 18 &amp; 20) with reference to lessons learned by other countries in community-based forest management</u></b></p> <p><b><u>Activity 3.1 (page 11, 16, 18 &amp; 20) To carry out a review of literature on community-based forest management</u></b></p>						
2. Present the budget in Table 6.4 by source of finance in adherence with the ITTO Manual on Project Formulation page 29	Refer Table 6.4 and Table 6.5 (page 22 and 23, this document).						
3. Include US\$ 3,000 for "Monitoring and Evaluation" costs (budget line 81) and recalculate the Programme Support Costs at 8% of ITTO total project costs, (inclusive of budget line 81)	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"><b>81 Monitoring and Evaluation Costs</b></td> <td style="text-align: right;"><b>3,000</b></td> </tr> <tr> <td><b>82 Programme Support Costs (8% of Subtotal 2)</b></td> <td style="text-align: right;"><b>5,460</b></td> </tr> <tr> <td><b>ITTO TOTAL</b></td> <td style="text-align: right;"><b>73,710</b></td> </tr> </table> <p><b>(Pages 1, 22 &amp; 23)</b></p>	<b>81 Monitoring and Evaluation Costs</b>	<b>3,000</b>	<b>82 Programme Support Costs (8% of Subtotal 2)</b>	<b>5,460</b>	<b>ITTO TOTAL</b>	<b>73,710</b>
<b>81 Monitoring and Evaluation Costs</b>	<b>3,000</b>						
<b>82 Programme Support Costs (8% of Subtotal 2)</b>	<b>5,460</b>						
<b>ITTO TOTAL</b>	<b>73,710</b>						
4. Include an annex that shows the recommendations of the 34 <sup>th</sup> Expert Panel and the respective modifications in tabular form.	This table.						