

# INTERNATIONAL TROPICAL TIMBER ORGANIZATION

## ITTO

### PRE-PROJECT PROPOSAL

<b>TITLE:</b>	FOREST FIRE PREVENTION THROUGH THE IMPLEMENTATION OF REGIONAL ACTIONS WITH THE PARTICIPATION OF LOCAL COMMUNITIES AND OTHER RELEVANT STAKEHOLDERS SO AS TO ENSURE THE PROTECTION OF FORESTS AND ECOSYSTEM SERVICES
<b>SERIAL NUMBER:</b>	PPD 153/11 Rev.1 (F)
<b>COMMITTEE:</b>	REFORESTATION AND FOREST MANAGEMENT
<b>SUBMITTED BY:</b>	GOVERNMENT OF COLOMBIA
<b>ORIGINAL LANGUAGE:</b>	SPANISH

#### SUMMARY

Year after year, forest fires have been an ongoing problem in the country, affecting mainly forest ecosystems and, as a result, the ecosystem services they provide. No consistent studies have been carried out on the main causes in any of the three major regions of the country where forest fires occur with increasing frequency and intensity every year (Andean, Caribbean and Orinoquia regions).

This pre-project proposal is aimed at gathering information on the culture and customs of the rural communities in each of these three regions in relation to fire management, particularly in all aspects related to agriculture, tourism and other local customs, so as to facilitate the design and formulation of a project proposal on forest fire prevention.

**EXECUTING AGENCY:** ASSOCIATION OF REGIONAL AUTONOMOUS AND SUSTAINABLE DEVELOPMENT CORPORATIONS – ASOCARS

**COLLABORATING AGENCIES:** AUTONOMOUS CORPORATIONS  
MINISTRY FOR THE ENVIRONMENT, HOUSING AND LAND DEVELOPMENT, DIVISION OF RISK MANAGEMENT, REGIONAL GOVERNMENTS AND MUNICIPALITIES

**DURATION:** 12 MONTHS

**APPROXIMATE STARTING DATE** UPON APPROVAL

<b>BUDGET AND PROPOSED SOURCES OF FINANCE:</b>	<b>Source</b>	<b>Contribution in US\$</b>
	<b>ITTO</b>	<b>99,576</b>
	Government of Colombia (ASOCARS)	23,750
	<b>TOTAL</b>	<b>123,326</b>

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## LIST OF ACRONYMS AND ABBREVIATIONS

ASOCARS:	Asociación de Corporaciones Autónomas Regionales y de Desarrollo Sostenible ( <i>Association of Regional Autonomous and Sustainable Development Corporations</i> )
CAR:	Corporaciones Autónomas Regionales y de Desarrollo Sostenible ( <i>Regional Autonomous and Sustainable Development Corporations</i> )
DGR:	Dirección de Gestión de Riesgo ( <i>Risk Management Division</i> )
EA:	Executing agency
FF:	Forest Fires
Ha:	Hectares
IDEAM:	Instituto de Hidrología, Meteorología y Estudios Ambientales ( <i>Institute of Hydrology, Meteorology and Environmental Studies</i> )
MAVDT:	Ministerio de Ambiente, Vivienda y Desarrollo Territorial ( <i>Ministry for the Environment, Housing and Land Development</i> )
NGO:	Non-government organization
PNPCIFRA:	Plan Nacional de Prevención, Control de Incendios Forestales y Restauración de Áreas Afectadas ( <i>National Plan for Forest Fire Prevention and Management and Rehabilitation of Affected Areas</i> )

## PART 1: PRE-PROJECT CONTEXT

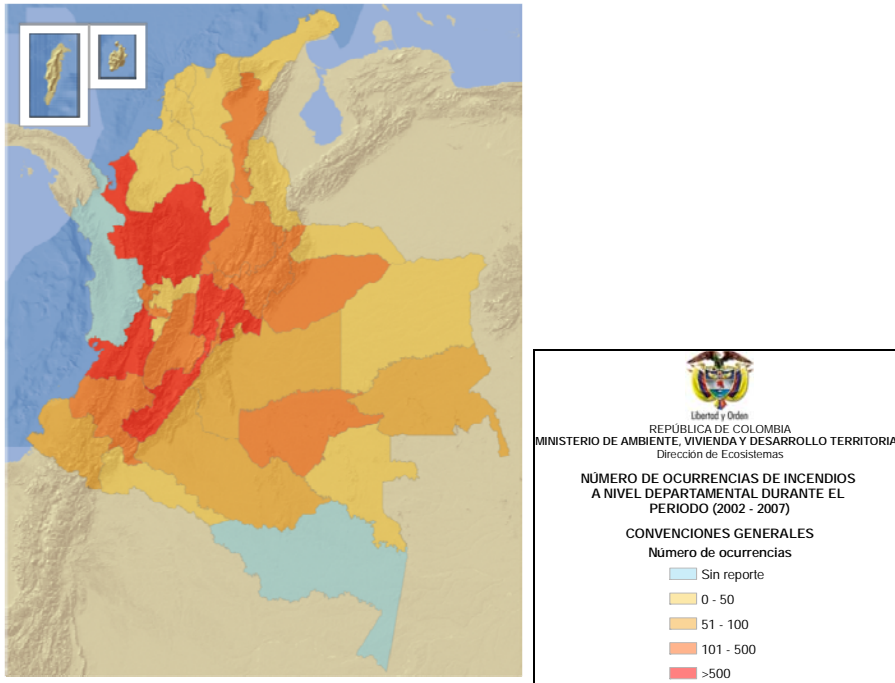
### 1.1 ORIGIN AND JUSTIFICATION

Forest fires have been a constant problem year after year, impacting on the biodiversity of the country, particularly in forest ecosystems. The following figures are available in this respect:

Period	Area affected
From 1986-2001	367,842 ha <sup>1</sup>
From 2002- 2010	377,403 ha <sup>2</sup>

During both periods, the Andean Region experienced the greatest number of forest fires, but in terms of total area, the two most affected regions were the Orinoquia region followed by the Caribbean region.

#### NUMBER OF FOREST FIRES IN 2002-2007

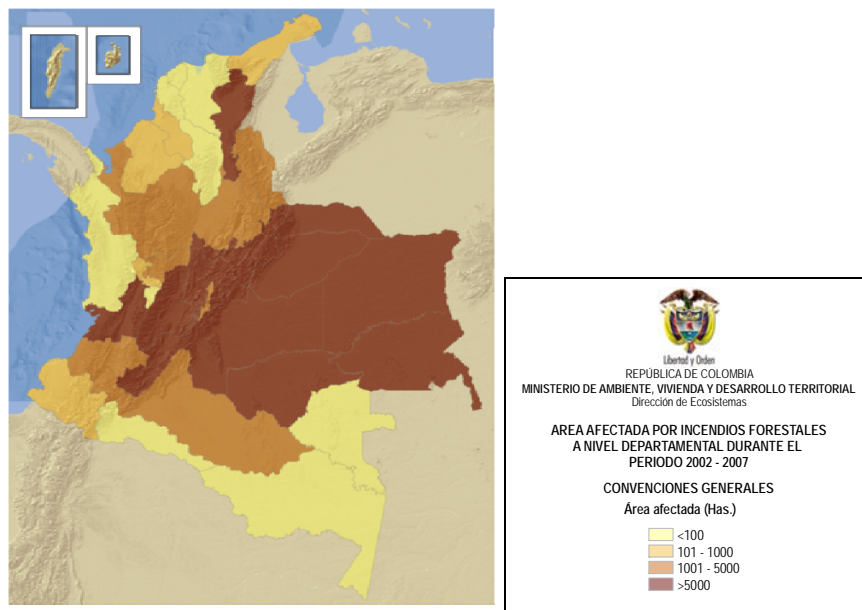


Source: MAVDT- JUNE 2010

<sup>1</sup> Data from the National Plan for the Forest Fire Prevention and Control and Rehabilitation of Affected Areas.

<sup>2</sup> Data from the Risk Management Directorate, 2010

### AFFECTED AREA, 2002 2007



Source MAVDT- JUNE 2010

In the years when the atmospheric phenomenon known as “El Niño” occurs, the number of forest fires increases. It should be emphasized that according to IDEAM (Institute of Hydrology, Meteorology and Environmental Studies) the “El Niño” phenomenon is cyclical and can occur every 2 or 7 years, with a duration period of 7 to 12 months. The largest forest fires ever recorded in Colombia have taken place when the country was under the effects of “El Niño”, as was the case in 1997 and 2007 and more recently in 2009 and 2010.

National reports on forest fires provide us with general information and give us an idea of what may be happening in the different Departments. This information, however, is not verified or consolidated at the local and regional levels and, even more importantly, it does not identify the main causes of forest fires and who or what contributes to their generation and proliferation.

Some information is available at the national level, but there is no available data on socio-economic aspects or on the main underlying causes of forest fires by region so as to facilitate the design of a prevention strategy aimed at the management of the key problems identified.

It is therefore necessary to ensure the participation of rural communities in this process so that they can contribute to the consolidation of information, particularly in relation to forest fire causes, in order to formulate an appropriate prevention strategy with the involvement of the local communities and other local stakeholders.

## 1.2 RELEVANCE

This pre-project proposal falls within the scope of the following principles of the environmental policy framework, particularly the National Environmental System (*Sistema Nacional Ambiental - SINA*): the protection and rehabilitation of the environment is a joint endeavor that should be coordinated and implemented between the State, the community, NGOs, the private sector and prevention agencies. Furthermore, the National System for Disaster Prevention and Management (*Sistema Nacional para la Prevención y Atención de Desastres - S.N.P.A.D*) combines public and private efforts for the appropriate prevention and management of forest fires.

Chapter VI on “*Environmental Sustainability and Risk Management*” of the government’s current National Development Plan “Prosperity for all” states that environmental management should be an integrated and shared endeavor aimed at ensuring the conservation and sustainable

utilization of forest ecosystems and biodiversity, and one of its implementation strategies is social co-responsibility in the management of forest fires.

### **1.2.1 CONFORMITY WITH ITTO'S OBJECTIVES AND PRIORITIES**

This pre-project is consistent with ITTA objective c) of "Contributing to sustainable development and to poverty alleviation". With reference to sustainable development, the pre-project is aimed at promoting the protection of forest ecosystems and the ecosystem services they provide. With reference to poverty alleviation, the pre-project will contribute to securing other sources of income for rural communities and to the preservation of forest products by the communities to sustain their livelihoods.

The proposal is also consistent with objective r) "Encouraging members to recognize the role of forest -dependent indigenous and local communities in achieving sustainable forest management and develop strategies to enhance the capacity of these communities to sustainably manage tropical timber producing forests". This objective complements the previous objective in the search for practical and simple community strategies to promote the adoption of sustainable forest management plans that are adapted to their traditional practices and to these communities' cosmogonic vision of forests.

**The pre-project is also consistent with the 1997 ITTO Guidelines on Fire Management in Tropical Forests, aimed at capacity building and at strengthening cross-sectoral approaches linking government, industry, trade, civil society and the rural communities. Furthermore, it is specifically related to the strategy concerning "The role of communities in fire protection", particularly Principle 8, which states that the majority of tropical forest fires are caused by the activities of the rural population, and therefore, a positive relationship between the rural community and the forest fire prevention authorities must be established in order to create mutual confidence and achieve public support through participatory approaches.**

Finally, the pre-project proposal falls within the framework of the strategy for the reduction of deforestation and forest degradation and the improvement of the environmental services provided by tropical forests, as well as the expected outputs from the following action: "Contribute to national and international efforts in the prevention and management of forest fires"; and the following possible action to be implemented by members: "Undertake measures for the prevention and management of forest fires".

### **1.2.2 RELEVANCE TO THE SUBMITTING COUNTRY'S POLICIES**

The provisions of the National Forest Policy (1996) stipulate that "Forests, as an integral part of our biological and ethnic diversity and environmental supply, are considered to be strategic national resources..." and that all actions aimed at sustainable forest development shall be joint ventures between the State, the community and the private sector, who will strive to ensure their optimal and equitable utilization.

One of the objectives of the policy is to reduce deforestation through the harmonization and reorientation of cross-sectoral policies and to resolve cultural, social and economic problems that are the underlying cause of unsustainable forest utilization practices.

The Program for Forest Ecosystem Management, Conservation and Rehabilitation of the National Forest Development Plan (PNDF-2000) contains a sub-program on Forest Fire Protection.

The National Plan for Forest Fire Prevention and Management and Rehabilitation of Affected Areas, formulated in 2002, establishes the national guidelines for forest fire management. The strategic plan stipulates that fire detection will be ensured through the establishment of a Watchtowers Network. **The pre-project is consistent with the Institutional Capacity Strengthening Programme, whose main objective is to strengthen, integrate and promote, in a coordinated manner, the institutional action required for the prevention and**

**management of forest fires. One of the identified targets is to improve operational and institutional capacity for the prevention and control of forest fires at the local, regional and national levels. Furthermore, the pre-project is consistent with the sub-programme on “early detection and response for the fast and efficient control of forest fires” aimed at operating as an articulated network between the regional and departmental centers.**

**The “National Strategy for Forest Fire Management in Colombia”, developed in 2004 with ITTO support, recommended that this organization should provide long-term support to the country in the implementation of the National Plan for Forest Fire Prevention and Management and Rehabilitation of Affected Areas (*Plan Nacional de Prevencion y Control de Incendios Forestales – PNPCIF*). In addition, the pre-project is consistent with the Public Education and Information Programme, which has as one of its goals to strengthen community involvement in the prevention, management and control of forest fires. Finally, and in accordance with the recommended strategy at the end of the pre-project, the problem tree and logical framework required for the implementation of the full project will be duly identified and developed.**

**In relation to “fire prevention” aspects, the pre-project will set criteria to identify the causes of forest fires, as well as to document and report all managed forest fires.**

In Chapter VI of the current National Development Plan (2010-2014) “Prosperity for all”, which deals with the two main pillars of the Plan - environmental sustainability and risk management - it is stated that: “Colombia is a country with an exceptional wealth of natural and cultural diversity. This has been the basis upon which the nation and its regions have built their development strategy”.

The Plan stresses that management activities must be integrated and jointly implemented, and that strategic guidelines and actions should be identified to this end, including the “formulation and development of a social co-responsibility strategy for combating forest fires”, where fire prevention and community involvement play an important role. The objective over the next few years is to reduce the annual incidence of forest fires and thus avoid the degradation of forest ecosystems and ecosystem services.

## **PART 2: PRE-PROJECT JUSTIFICATION**

### **2.1 OBJETIVES**

#### **2.1.1 DEVELOPMENT OBJECTIVE**

To formulate a full project proposal on forest fire prevention with the participation of the community and other local stakeholders in the identification of the problem to be addressed and the solutions that will lead to the protection of forest ecosystems and ecosystem services.

#### **2.1.2 SPECIFIC OBJECTIVES**

1. To determine the main underlying cause of forest fires in each of the three regions of the country, i.e. the Andean, Caribbean and Orinoquia regions.
2. To formulate a project proposal on forest fire prevention with the participation of the community and other local stakeholders, so as to find a solution to the underlying causes of forest fires.

### **2.2 PRELIMINARY PROBLEM IDENTIFICATION**

The management of forest fires in Colombia is based on the 1991 Political Constitution and its implementation falls within the scope of the National Disaster Prevention and Management System (SNPAD), based on Law 46 of 1988 and Decree 919 of 1989, as well as on the National Environmental System (SINA) through Law 99 of 1993, which is under the responsibility of the Ministry for the Environment, Housing and Land Development (MAVDT).

However, forest fires have been a constant problem year after year, adversely affecting the biodiversity of the country, particularly the biodiversity found in land ecosystems. According to the records of the 2002 National Plan for Forest Fire Prevention and Management and Rehabilitation of Affected Areas (PNPCIFRA), from 1986 to 2001 a total of 367,842 ha were affected by forest fires and, according to information provided by IDEAM and DGR, from 2002 to the first quarter of 2010, forest fires affected a total of 377,403 hectares.

The most affected region, in terms of total land area affected, is the Llanos Orientales (Eastern Plains) region; on the other hand, the Andean Region, particularly in the central and southern parts, has the greatest incidence of serious forest fires, while the most affected area in the Caribbean region is the Department of Cesar.

Agricultural burns play a major role in forest fires, but there are no records or data available to support this assumption in this case. Furthermore, the rural community has not been involved in preventive actions to facilitate the fight against forest fires.

Law 99 of 1993 establishes *inter alia* the General Environmental Principles to be applied, and in particular states that environmental management actions shall be decentralized, democratic and participatory in nature and, to this end, establishes the National Environmental System (SINA).

The National Disaster Prevention and Management System, established under Decree 919 of 1989, lists the institutions that will be part of the system, each one chosen according to their attributes and functions, and includes the participation of both national and decentralized agencies as well as private entities and individuals. In this context, it should be pointed out that municipal governments are the institutions that should be aware of the problems within their jurisdictions and the customs and cultural standards of their communities, and must provide first-line response to events that cause natural disasters. However, in practice, and particularly in relation to forest fires, this local support is not provided, which gives rise to the proliferation of forest fires and the destruction of extensive areas of land.

Forest fires can lead to a series of economic, social and environmental impacts, including the following:



- BIODIVERSITY

Colombia's biodiversity is severely affected, as forest fires have a much greater and faster impact on life forms and their natural patterns, causing enormous damage to ecosystems and genetic resources and their interactions, which are later difficult to restore in terms of both time and money requirements.

The damages caused by forest fires affect *inter alia* landscapes, vegetation cover and soils, and because the natural balance is disturbed, pests and diseases attack with greater intensity. Changes to the chemical, physical and biological composition of soils also affect food security.

High plateau (*paramo*) and dry forest ecosystems in Colombia are highly vulnerable and under enormous threat due to their natural conditions and human pressures and it is in these regions that the greatest impacts of forest fires are felt.

- CLIMATE CHANGE

The carbon dioxide (CO<sub>2</sub>) generated by forest fires contributes to climate change. This constitutes a real threat to the variability of the world's climate, with serious physical, social and economic consequences for the whole of humanity.

The water cycle will be severely affected in terms of both quantity and quality.

Atmospheric emissions affect both human health and economic activities.

Prevention is extremely important, as forest fires constitute a serious environmental problem.

## **PART 3: DESCRIPTION OF PRE-PROJECT INTERVENTIONS**

### **3.1 OUTPUTS**

The following outputs are expected:

- 1) A document identifying the main underlying causes of forest fires in each of the three regions of the country under study i.e. the Andean, Caribbean and Orinoquia regions.
- 2) Design of a proposal for forest fire prevention with the involvement of local communities and other stakeholders as key players in the elimination of the main causes that give rise to forest fires.

### **3.2 ACTIVITIES**

1. Review the information available in different national agencies such as IDEAM, DGR and MAVDT in order to identify historical data at the national level, carry out relevant data analyses and prioritize key departments and municipalities in relation to the annual incidence of forest fires and size of affected areas in each of the three target areas i.e. the Andean, Caribbean and Orinoquia regions.

2. Design a fact-sheet form to collect data from key municipalities identified on the basis of the information gathered at the national level.

3. Based on the information collected and analyzed, prioritize 2 departments per region and 1 municipality per department (6 municipalities in total) to conduct visits, and contact community leaders and local stakeholders of special significance to the agricultural sector, who will be invited to participate in workshops to identify existing problems. Furthermore, visits will be carried out to the relevant municipalities to collect information on historical trends and other relevant data.

4. Carry out the analysis of the information generated as required in order to identify the main underlying causes of forest fires.

5. Based on the secondary and field data collected, and the analysis of this information, formulate a project proposal for forest fire prevention.

### **3.3 IMPLEMENTATION APPROACHES AND METHODS**

The implementation of each of these activities will require the support of institutions such as IDEAM, DGR, MAVDT at the national level, and the CARs and local governments at the regional level. To this end, a brief note will be prepared stating project objectives, the information required from each institution according to their competence, and schedule of visits.

The pre-project will design and implement other fact-finding support actions, such as workshops, surveys, interviews, forms, work meetings, secondary consultations, photographic records, videos and all other support measures required to help document the project proposal. All of this will require a carefully orchestrated sequential planning of actions with the relevant experts.

The information obtained at the national level and from each municipality will be used to identify and prioritize the key municipal areas to be visited to collect field information with the participation of local communities and all other local stakeholders. To this end, workshops will be developed to gather information about the problems posed by forest fires.

**The community, as the main stakeholder of production activities in each municipality, will play a vital role in the implementation of the workshops. Workshop participants will thus include farmers and cattle breeders who use traditional practices for the preparation of soils through agricultural burns. The communities will provide relevant information verbally regarding their customs, traditions and practices, and recommendations will be made about corrective measures to be implemented taking into account their cultural heritage.**

**In order to ensure better interaction, direct surveys will be conducted with the rural communities, who will be informed on an ongoing basis about pre-project progress and will be taken into consideration as a vital pillar of the final project proposal.**

Once this information is obtained, it will be analyzed and used to formulate the project proposal for the prevention of forest fires.

### 3.4 WORK PLAN

Activities	Responsible Party	Schedule in months											
		1	2	3	4	5	6	7	8	9	10	11	12
		<b>Output</b> Forest fire prevention through the implementation of regional actions with the participation of local communities and other relevant stakeholders so as to ensure the protection of forests and ecosystem services.											
<b>Activity 1.</b> Review the information available in different national agencies such as IDEAM, DGR and MAVDT in order to identify historical data at the national level, carry out relevant data analyses and prioritize key departments and municipalities in relation to the annual incidence of forest fires and size of affected areas in each of the three target areas i.e. the Andean, Caribbean and Orinoquia regions.	Work team												
<b>Activity 2. <u>Implement 6 workshops with the participation of local communities and relevant stakeholders</u></b> in key municipalities (1 municipality per department = 6 municipalities in total) to collect data from the local community and different local stakeholders and identify community leaders.	Work team												
<b>Activity 3. <u>Analyze, process and systematize the information derived from the workshops as well as the information collected in Activity 1.</u></b>	Work team												
<b>Activity 4.</b> Based on the secondary and field data collected, the analysis of this information <b><u>and the dissemination and validation of results with the communities</u></b> , formulate a project proposal for forest fire prevention.	Work team												

### 3.5 BUDGET

ACTIVITIES		No.	No. of days	Unit cost in US\$	Budget Component	TOTAL ITTO Contribution (US\$)
<p><b>Activity 1.</b> Review the information available in different national agencies such as IDEAM, DGR and MAVDT in order to identify historical data at the national level, carry out relevant data analyses and prioritize key departments and municipalities in relation to the annual incidence of forest fires and size of affected areas in each of the three target areas i.e. the Andean, Caribbean and Orinoquia regions. In addition, design a fact-sheet form to collect data from key municipalities.</p>	<u>Salaries – Professional staff and coordinator</u>	<u>3</u>	<u>150</u>	<u>200</u>	<u>10</u>	<u>30,000</u>
<p><b>Activity 2. <u>Implement 6 workshops with the participation of local communities and relevant stakeholders</u></b> in key municipalities (1 municipality per department = 6 municipalities in total) to collect data from local community and stakeholders and identify community leaders.</p>	<u>Salaries – Professional staff and coordinator</u>	<u>3</u>	<u>90</u>	<u>200</u>	<u>10</u>	<u>18,000</u> <u>4,000</u>
	<u>DSA</u>	<u>3</u>	<u>32</u>	<u>150</u>	<u>31</u>	<u>2,400</u>
	<u>Travel costs</u>	<u>3</u>	<u>6</u>	<u>175</u>	<u>32</u>	<u>6,450</u>
<p><b>Activity 3. <u>Analyze, process and systematize the information derived from the workshops as well as the information collected in Activity 1.</u></b></p>	<u>Salaries – Professional staff and coordinator</u>	<u>3</u>	<u>90</u>	<u>200</u>	<u>10</u>	<u>18,000</u>
<p><b>Activity 4.</b> Based on the secondary and field data collected, the analysis of this information <b><u>and the dissemination and validation of results with the communities</u></b>, formulate a project proposal for forest fire prevention.</p>	<u>Salaries – Professional staff and coordinator</u>	<u>3</u>	<u>2</u>	<u>200</u>	<u>10</u>	<u>14,400</u>
	<u>DSA</u>	<u>1</u>	<u>6</u>	<u>300</u>	<u>31</u>	
	<u>Travel costs</u>	<u>1</u>	<u>6</u>	<u>1800</u>	<u>32</u>	

**OVERALL CONSOLIDATED BUDGET – ITTO CONTRIBUTION**

	Budget component	TOTAL \$US
10.	<b>Project personnel</b>	
	11. Pre-Project Coordinator	36,000
	11. Experts/consultants (2)	36,000
	19. <b><u>Component Total</u></b>	<b><u>72,000</u></b>
30.	<b>Duty travel</b>	
	31. <u>DSA</u>	<b><u>3,000</u></b>
	32. <u>Transport costs</u>	<b><u>7,200</u></b>
	39. <b><u>Component Total</u></b>	<b><u>10,200</u></b>
40.	<b>Capital items</b>	
	41. Premises	
	42. Capital equipment	
	49. <b>Component Total</b>	
60.	<b>Miscellaneous</b>	
	61. Sundry	<b><u>3,500</u></b>
	62. Auditing	
	63. Contingencies	<b><u>500</u></b>
	69. <b>Component Total</b>	<b><u>4,000</u></b>
	<b><u>SUB-TOTAL</u></b>	<b><u>86,200</u></b>
80.	<b>ITTO Administration, monitoring &amp; evaluation</b>	
	<b>81. <u>ITTO monitoring and review</u></b>	<b><u>6,000</u></b>
	<b>82. <u>Programme support costs - 8% of Sub-total</u></b>	<b><u>7,376</u></b>
	89. <b><u>Component Total</u></b>	<b><u>13,376</u></b>
90.	<b><u>GRAND TOTAL</u></b>	<b><u>99,576</u></b>

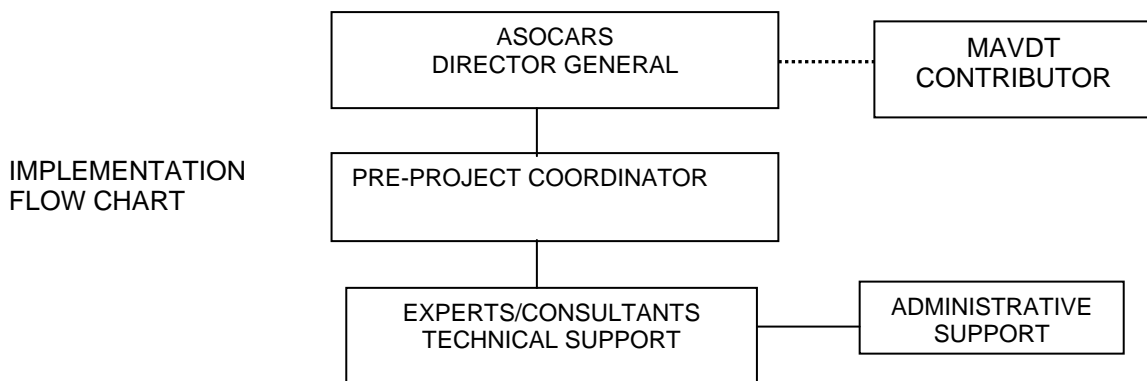
**Consolidated project budget – ASOCARS- (US \$)**

	<b>BUDGET COMPONENT</b>	<b>TOTAL</b>
10.	<b>Project personnel</b>	
	11. Assistant Administrator	3,000
	12. Forest Engineer	10,000
	19. <b><u>Component Total</u></b>	<b><u>13,000</u></b>
30.	<b>Duty travel</b>	
	31. <u>DSA</u>	
	32. <u>Transport costs</u>	
	39. <b><u>Component Total</u></b>	
40.	<b>Capital items</b>	
	41. Premises (office space in ASOCARS headquarters)	<b><u>3,650</u></b>
	42. Capital equipment (computers, printers, stationery)	<b><u>2,000</u></b>
	49. <b><u>Component Total</u></b>	<b><u>5,650</u></b>
60.	<b>Miscellaneous</b>	
	61. Sundry	<b><u>1,500</u></b>
	69. <b><u>Component Total</u></b>	<b><u>1,500</u></b>
70.	<b>Management costs</b>	
	71. Accounting and administrative support	<b><u>3,600</u></b>
	79. <b><u>Component Total</u></b>	<b><u>3,600</u></b>
	<b><u>ASOCARS TOTAL</u></b>	<b><u>23,750</u></b>

## PART 4: IMPLEMENTATION ARRANGEMENTS

### 4.1 EXECUTING AGENCY AND ORGANIZATION STRUCTURE

The Association is headquartered in the city of Bogota and it also has access to the support structures of all the CARs in the country. The pre-project will be implemented by the Association of Regional Autonomous and Sustainable Development Corporations (ASOCARS). The results of the diagnostic study, inputs and recommendations will be submitted to the MAVDT, the agency responsible for the formulation of policies, legislation and management plans throughout the entire environmental sector. The MAVDT will also provide support for the implementation of the pre-project and at a later stage, with the relevant inputs, will participate in the project design in cooperation with environmental authorities and in the necessary adjustments to the forest policy and regulations as required. The CARs will play an important support role as the agencies responsible for forest management in the country.



ASOCARS will provide its own permanent staff as required to support the implementation of the pre-project, including the following key officers:

Ramon Leal Leal, Civil Engineer specialized in public and government administration, management and public affairs. Executive Director.

Isabel Airas Rodriguez, M Sc. Environmental and Resource Management, specialized in Environmental and Resource Management Payments for Environmental Services, Management of Protected Areas / National Parks; Information and Knowledge Management Coordinator.

Juan Pablo Sanchez, Lawyer, specialized in Administrative Law, Legal and Legislative Management Coordinator.

### 4.2 PRE-PROJECT MANAGEMENT

As indicated in the organizational flow chart, the Director General of ASOCARS will be responsible for the General Coordination of all environmental and administrative aspects of the pre-project in cooperation with the Ecosystems Directorate of the MAVDT,

### 4.3 MONITORING AND REPORTING

ASOCARS will submit a mid-term progress report, for ITTO's consideration, on all activities implemented, expenses incurred and outputs achieved during the period covered by the report. A completion report will be prepared and submitted to ITTO upon project completion. The completion report will contain a summary of all activities implemented, inputs and expenses incurred, as well as the outputs and objectives achieved, during the whole implementation period, using the original pre-project document as reference.



#### **4.3.1 Technical Consultative Committee**

**The pre-project will have a technical consultative committee made up of representatives of the Ministry for the Environment, Housing and Land Development, ASOCARS, the Pre-Project Coordinator and a representative of the communities of the 6 municipalities in the pre-project's area of influence.**

## ANNEX 1: PROFILE OF THE EXECUTING AGENCY

ASOCARS, the Association of Regional Autonomous and Sustainable Development Corporations, is a non-profit organization established through Public Deed No. 6025 of 28 August 1996, governed by private law regulations, with legal capacity, administrative autonomy and its own equity. It brings together Regional Environmental Authorities with jurisdiction over the whole of the national territory, including 26 Autonomous Regional Corporations and 7 Regional Autonomous Sustainable Development Corporations.

### ORGANIZATIONAL STRUCTURE



The top to bottom management structure of the Association is as follows: the General Assembly, made up of all the legal representatives of all members or their duly accredited delegates, the Board of Directors and the Director General.

### MISSION

To strengthen the corporate system of Regional Environmental Authorities and promote their institutional sustainability by ensuring their representation by a professional association, providing support in the dissemination of management actions implemented by the Corporations and ensuring coordination with SINA (National Environmental System) so as to guarantee national recognition as the professional association body and advocate of the collective interests of its members.

### VISION

To be recognized as the promoter of environmental management actions by the CARs, facilitating the coordination of all stakeholders directly and indirectly involved in the integrated management of natural resources and the environment, so as to ensure that the National Environmental System becomes a reality within the framework of Law 99 of 1993 and the Colombia II Centenary 2019 Vision.

### SOCIAL OBJECTIVE

The goal of the Association is to promote, facilitate and strengthen cooperation among Autonomous Corporations so as to ensure the implementation of their administrative functions

and jointly provide the services that have been assigned to them, and to represent members before the different legislative and administrative agencies, national and international, private and public professional associations and organizations and the judiciary, when the latter is explicitly authorized.

The main goal of ASOCARS is the development of activities aimed at promoting cooperation among members, strengthening the management systems of the Autonomous Regional and Sustainable Development Corporations at the regional level and their technical and institutional positioning at the local, regional, national and international levels, with a view to defending and protecting the environment and natural resources.

## **STATUTORY OBJECTIVES**

*In order to achieve its objective, the Association shall:*

Implement activities aimed at supporting members in the implementation of the legal functions assigned to them, with a view to ensuring the sustainability and improvement of the corporate system.

Provide guidance to members on technical, legal, administrative and financial matters.

Implement dissemination activities on the management of the Association and its members, as part of the institutional strengthening of the Corporations strategy, with a view to improving the national perception on relevant issues.

*In order to achieve its objective, the association could:*

Represent members before the different organizations and entities that the General Assembly may decide.

Promote the development of horizontal administrative, legal, financial and technical cooperation processes among members.

Promote the integration of members into similar national and international bodies, with the aim of encouraging the exchange of technical-environmental, legal and administrative experiences.

Contribute to the harmonization of criteria, the development and implementation of policies and the optimization of resource utilization, for the implementation of environmental policies.

Serve, when required, as the consultative body for environmental matters of the National Government, the Congress of the Republic, judicial institutions and public entities.

- a. To implement activities aimed at facilitating the participation of members in the formulation of national and international environmental policies.
- b. To promote environmental research within the framework of the National Science and Technology System, prioritizing the coordination of efforts with SINA's research institutes.
- c. Sign and execute contracts, agreements and strategic alliances with national and international public and private entities that support the implementation of the Association's objectives.
- d. Purchase, rent or transfer goods and assets and, in general terms, execute all agreements and/or contracts required for the full achievement of the Association's objectives.
- e. Provide consultancy services, training and assessment to members and public and private bodies, as required by the statutes

- f. To disseminate information about members' activities throughout the public and private sectors, so as to achieve recognition by the community and the validation of members' actions.
- g. Any other activity that the General Assembly may deem appropriate.

## MEMBERS

Autonomous Regional Corporations (Corporaciones Autónomas Regionales – C.A.R.)

Autonomous public bodies, integrated by territorial entities that make up a geo-political, bio-geographical or hydro-geographical unit; they are responsible for the management of the environment and renewable and non-renewable natural resources found within their territories and for providing support for the sustainable development of their areas (Article 23, Act 99 of 1993).

Acronym	Regional Autonomous Corporations - CAR-
CAM	Corporación Autónoma Regional del Alto Magdalena
CARDER	Corporación Autónoma Regional de Risaralda
CARDIQUE	Corporación Autónoma Regional del Canal Del Dique
CARSUCRE	Corporación Autónoma Regional de Sucre
CAS	Corporación Autónoma Regional de Santander
CDMB	Corporación Autónoma Regional para la Defensa de la Meseta de Bucaramanga
CORANTIOQUIA	Corporación Autónoma Regional del Centro de Antioquia
CORNARE	Corporación Autónoma Regional de las Cuencas de los Ríos Negro y Nare
CORPAMAG	Corporación Autónoma Regional del Magdalena
CORPOBOYACA	Corporación Autónoma Regional de Boyacá
CORPOCALDAS	Corporación Autónoma Regional de Caldas
CORPOCESAR	Corporación Autónoma Regional del Cesar
CORPOCHIVOR	Corporación Autónoma Regional de Chivor
CORPOGUAJIRA	Corporación Autónoma Regional de La Guajira
CORPOGUAVIO	Corporación Autónoma Regional del Guavio
CORPONARIÑO	Corporación Autónoma Regional de Nariño
CORPONOR	Corporación Autónoma Regional de la Frontera Nororiental
CORPORINOQUIA	Corporación Autónoma Regional de la Orinoquia
CORTOLIMA	Corporación Autónoma Regional del Tolima
CRA	Corporación Autónoma Regional del Atlántico
CRC	Corporación Autónoma Regional del Cauca
CRQ	Corporación Autónoma Regional del Quindío
CSB	Corporación Autónoma Regional del Sur de Bolívar
CVC	Corporación Autónoma Regional del Valle del Cauca
CVS	Corporación Autónoma Regional de los Valles del Sinú y del San Jorge

Autonomous Regional Corporations for Sustainable Development (Corporaciones Autónomas Regionales para el Desarrollo Sostenible – C.D.S.)

In addition to the functions of the autonomous regional corporations, the main duty of these corporations is to promote the dissemination of knowledge about renewable natural resources and the environment within their jurisdictions, implement scientific research and development and technology transfer activities and manage the regional land-use planning process, so as to mitigate or eliminate inappropriate land uses, among others. (Article 23 Act 99 of 1993).

Acronym	Autonomous Regional Corporations for Sustainable Development – CDS-
CDA	Corporación para el Desarrollo Sostenible del Norte y el Oriente Amazónico
CODECHOCO	Corporación Autónoma Regional para el Desarrollo Sostenible del Chocó
CORALINA	Corporación para el Desarrollo Sostenible del Archipiélago de San Andrés, Providencia y Santa Catalina
CORMACARENA	Corporación para el Desarrollo Sostenible del Área de Manejo Especial de La Macarena
CORPOAMAZONIA	Corporación para el Desarrollo Sostenible del Sur de la Amazonia
CORPOMOJANA	Corporación para el Desarrollo Sostenible de La Mojana y El San Jorge
CORPOURABA	Corporación para el Desarrollo Sostenible del Urabá

#### INFRASTRUCTURE:

The operational headquarters of ASOCARS houses the different departments and thematic areas assigned to the Executive Director and is equipped with computers, office equipment and all the other logistic infrastructure required. ASOCARS is headquartered in the City of Bogota, Calle 70 No 11<sup>a</sup>-24.

#### PROCESS MAP



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## ASOCARS'S BUDGET FOR 2009 - 2011

<b>INCOMINGS</b>	<b>2009</b>	<b>2010</b>	<b>2011*</b>
Regular contributions	\$645,033,133	737,851,259	708,782,434
Special contributions	\$178,300,000	0	140,000,000
Other	\$11,513,810	0	0
<b>TOTAL</b>	<b>\$834,846,923</b>	<b>737,851,259</b>	<b>848,782,434</b>
<b>OUTGOINGS (EXPENDITURES)</b>			
Operational expenditures	\$455,976,923	525,878,746	527,295,062
Investment costs	\$200,570,000	211,972,513	306,487,372
Other	\$178,300,000	0	0
<b>TOTAL</b>	<b>\$834,846,923</b>	<b>737,851,259</b>	<b>848,782,434</b>

\* Taken from the 2011 scheduled budget

## ANNEX 2. TASKS AND RESPONSIBILITIES OF KEY EXPERTS PROVIDED BY THE EXECUTING AGENCY

**EXECUTIVE DIRECTOR:** Ramon Leal Leal, Civil engineer, trained in governance, management and public affairs, with extensive experience in the administration and management of national and regional institutions, particularly in the environmental sector, as well as in the management and implementation of environmental projects in cooperation with the public and private sectors, including institutional strengthening projects, with good public relations and inter-institutional coordination skills.

**DEPUTY DIRECTOR OF LEGAL, ADMINISTRATIVE AND FINANCIAL AFFAIRS:** Liliana Ramirez Montaña: Lawyer: a professional with extensive experience in financial planning and management and administrative matters; experience in production lines, the implementation of quality control and certification processes; extensive experience in the areas of accounting, personnel management and resources management. She is a specialist in the formulation and implementation of contracts and agreements and has extensive experience in publication-oriented research, impact and development studies and in the organization and implementation of conferences on legal issues in the social and environmental fields.

## ANNEX 3. TERMS OF REFERENCE OF PERSONNEL AND CONSULTANTS FUNDED BY ITTO

### A. Pre-project Coordinator

Forest engineer with a minimum of 10 years experience in institutional development and forest policy, regulations and administration matters and a minimum of 5 years in forest fire related issues.

With experience in:

- Risk management in relation to forest fires
- Technical forestry instruments
- Knowledge of the situation of forest fires in Colombia
- Knowledge of the Colombian forest sector
- Knowledge of forest planning and management

Duties:

1. To coordinate and manage the administrative and technical components of the pre-project in close cooperation with ASOCARS and MAVDT Management. The Pre-Project Coordinator will be responsible for the coordination of the technical and administrative activities of the project during its implementation period.
2. Formulate and substantiate progress and final reports.
3. Ensure the appropriate management of pre-project resources, particularly in relation to ITTO and national counterpart funds, and contribute to the preparation of financial reports and cash flow statements
4. Design and supervise work plans for the achievement of pre-project objectives.
5. Coordinate and participate, together with other professionals, in the preparation of pre-project technical documents and reports.
6. Organize and coordinate the implementation of workshops as required.
7. Formulate the forest fire prevention project proposal together with the pre-project's professional team.
8. Prepare the relevant technical and administrative reports.

Duration of contract: 12 months

Work base: Bogota; availability to travel to the different cities, regions and municipalities where the pre-project will be implemented.

## **B. Forest Fire Expert/Consultant**

Professional in Forest Engineering, with a minimum of 3 years experience in Forest Administration in regional or national public agencies and a minimum of 2 years experience in forest fire risk management. Availability to work on a full-time basis for a period of 12 months.

Additional qualifications:

- Knowledge of sectoral policies, particularly in relation to the agricultural sector.
- Knowledge of national political and administrative structures.
- Ability to interact with rural communities.

Duties:

1. To gather secondary information from the municipalities selected for the implementation of the pre-project.
2. Plan and implement field visits, meetings and workshops with local stakeholders and communities in general, in the target municipalities.
3. Participate in pre-project team meetings and in the formulation of guidelines to be developed for the pre-project.
4. Report regularly to the pre-project coordinator on assigned responsibilities and assist in the preparation of reports for submission to ITTO.

Outputs:

- Monthly activity reports.
- A final report containing outputs, conclusions and recommendations of their assignments.

Duration of contract: 12 months

Work base: Bogota; availability to travel to different cities and regions of the country as required.

**C. Expert/Consultant in ITTO work methodologies**

Forest Engineer with a minimum of 10 years experience in forest administration in Colombia and experience in the formulation, implementation and evaluation of ITTO supported projects.

Duties:

Provide consultancy services to the pre-project in relation to work methodologies, monitoring and progress reports, and guide pre-project activities, particularly in the area of community and institutional relations management.



#### ANNEX. 4 ITTO RECOMMENDATIONS AND CORRESPONDING MODIFICATIONS

ITTO RECOMMENDATIONS	MODIFICATIONS
<p><b>Overall assessment</b></p> <p>Pre-project's integration with the National Plan for Forest Fire Prevention and Management and Rehabilitation of Affected Areas, formulated in 2002, and which established the national guidelines for forest fire management based on the ITTO forest fire guidelines</p>	<p><u>The pre-project's relation to the 1997 ITTO Guidelines on Forest Fire Management has been included in item 1.2.1 (page 6, "Conformity with ITTO's objectives and priorities",</u></p>
<p><b>Overall assessment</b></p> <p>Relationship to the National Strategy for Forest Fire Prevention and Control in Colombia, which was developed in 2004 with the assistance of ITTO.</p>	<p><u>Item 1.2.2 "Relevance to the submitting country's policies" has been elaborated on with relevant information about the National Strategy for FF Prevention and Control as well as information on how the pre-project relates to the Institutional Capacity Strengthening Programme and its related sub-programme (page 6).</u></p>
<p><b>Specific recommendation 1:</b></p> <p>Describe in detail the participation of local communities in the implementation of the pre-project and the formulation of the project proposal.</p>	<p><u>A description has been included in item 3.3, "Implementation Approaches and Methods" regarding the participation of the communities in the project area (pages 10-11).</u></p>
<p><b>Specific recommendation 2 :</b></p> <p>Consultations with the local communities should be periodic throughout the implementation of the pre-project and should be reflected as such in the work plan.</p>	<p><u>Activities 2, 3 and 4 of the Work Plan have been revised, and details have been provided about the participation of rural communities in the dissemination and validation of the pre-project (page 12).</u></p>
<p><b>Specific recommendation 3:</b></p> <p>Clearly state how this pre-project and the proposal to be formulated will incorporate the ITTO Guidelines on Fire Management in Tropical Forests.</p>	<p><u>Item 1.2.1 "Conformity with ITTO's objectives and priorities" has been adjusted in relation to the Guidelines on the management of FF (page 6).</u></p>
<p><b>Specific recommendation 4:</b></p> <p>Replace the Steering Committee with a Technical Consultative Committee, as the former is not required for a pre-project.</p>	<p><u>Relevant adjustments have been made to item 4.3.1 (page 16).</u></p>
<p><b>Specific recommendation 5:</b></p> <p>Rename the project budget tables as per the format mentioned in the ITTO Project Formulation Manual, and include detailed budgets by components and sources of funding... Include the costs for the organization of the workshops and to carry-out a final audited report upon pre-project completion. Provide for a more equitable distribution of costs.</p>	<p><u>The Overall Consolidated Budget – ITTO Contribution, the Pre-project Budget by Source - ITTO, and the Consolidated Project Budget –ASOCARS Contribution (pages 13, 14 and 15), have been revised and the cost of the workshops has been included. The ITTO budgeted contribution has been reduced while the EA's budget has been increased.</u></p>
<p><b>Specific recommendation 6:</b></p> <p>Adjust the costs for ITTO monitoring and review and recalculate ITTO's Programme Support Costs so as to conform to the standard of 8% of total ITTO project costs.</p>	<p><u>The budget values in the overall consolidated budget for ITTO (page 14) have been revised, including those for budget lines on ITTO Administration, Monitoring and Evaluation and Program Support Costs.</u></p>