



REDD+ Country Participant Completion Report Template for the Readiness Fund of the FCPF

About this template

The Grant Agreements for the Readiness Fund of the FCPF with the World Bank require the grant recipients to prepare and furnish to the World Bank a Completion Report in accordance with the provision of Section 2.06(b) (ii) of the Standard Conditions not later than six (6) months after the Closing Date of the grant. The REDD+ Country Participants who entered into a Grant Agreement with the World Bank should prepare the Completion Report using this template, and submit it to the World Bank Task Teams not later than six (6) months after the Closing Date of the grant.

Submission Date:

Project Name	Fiji's REDD+ Readiness (Grant TF 019204)
Country	Fiji
Implementing Agency	Ministry of Forestry
Grant Objectives	To assist Fiji to carry out the Readiness Preparation Activities by supporting the preparation of its REDD+ strategy through a participatory and inclusive process, the establishment of a national Monitoring, Reporting and Verification (MRV) system, and by producing technical work and policy advice to strengthen sustainable land and forest management practices.
Original Amount (US\$)	3.8 million
Revised Amount (US\$)	5.8 million
Actual Disbursed (US\$)	5.727 million
Effectiveness Date	13/05/2015
Original Closing Date	31/12/2021
Actual Closing Date	31/12/2022

1. Overall Outcome and its Sustainability

This section provides overall accomplishment of the objectives of the Grant and a plan designed to ensure the sustainability of the Project's achievements.

Fiji has completed its Readiness Preparation, which includes the development of its REDD+ Strategy, the establishment of a national Monitoring, Reporting and Verification (MRV) system including its National Forest Monitoring System (NFMS), its national Forest Reference Level (FRL) including the determination of the deforestation and forest degradation rate, its Safeguard Plan including a Safeguard Information System (SIS) and a Feedback Grievance Redress (FGR) process and its Communication and Participation Plan including its national awareness campaign material and tools.

The extension of the closing date of the REDD+ Readiness Grant to December 31 2022 has allowed the completion of the field assessment and sample collection work for the national forest inventory (NFI) and the Allometric Modeling and the conducting of training of the CSO platform, including the 11 Provincial Offices, on the use of the awareness campaign material and tools.

On the 28th January 2022, Fiji signed the Emission Reduction Payment Agreement (ERPA), which was <https://fijireddplus.org/resources/studies/safeguards-information-system/declared> effective on the 8th October 2022. The final draft of the Benefit Sharing Plan (BSP) has been endorsed by the Government on 28th April 2023, which also approved the formation of a Management and Emission Monitoring Unit (MEMU) to manage the implementation of the ER-Program and oversee its transition into the institutional structure and system of the Ministry of Forestry.

Partnerships with the Ministry of iTaukei Affairs (Provincial Offices), the Ministry of Agriculture (Land Use Division) and iTaukei Land Trust Board (TLTB) have been established, in key aspects of implementing the ER-Program.

The ER Report for the first monitoring period is currently being vetted and the validation process is expected to begin by May 2023.

2. Outcome of each Readiness Grant Activity

This section outlines assessment of achievement of each Activity indicated in the Grant Agreement.

Component 1: *Institutional Strengthening for Reducing Emission from Deforestation and forest Degradation (+) enhancement/establishment of forest carbon stock.*

a) Establishment and Operationalization of National REDD+ Unit

The REDD+ Unit was established in 2012 under the Management Service Division (now the Forest Resource Assessment Division) of the Ministry of Forestry. The Unit was supported under the GIZ/SPC program prior to the activation of the Grant Agreement in 2015. The list of personnel engaged under the grant are tabulated below.

Table 1. REDD+ Unit Staff under the Grant

	POSITION	DATE ENGAGED	REMARKS
1	Chief Technical Advisor - International	01/10/2017	Resigned in 2020
2	National Coordinator	04/12/2018	Resigned on 28/11/2019
3	MRV Specialist	01/02/2016	Engaged until end of Grant term 31/12/2022
4	Information Knowledge and Management Specialist	11/01/2016	Engaged until end of Grant term 31/12/2022
5	Procurement Officer		Engaged until end of Grant term 3/12/2022
6	Forest Database Management Specialist	01/05/2019	Engaged until end of Grant term 3/12/2022
7	Program Team Leader	20/10/2019	Engaged until end of Grant term 3/12/2022

Other REDD+ Unit personnel appointed, supported by the Fiji Government and engaged until the end of the grant term are:

- 8) Executive (Administration) Officer
- 9) Project Officer (EMALU Pilot Site)
- 10) Driver
- 11) Safeguard Officer

The REDD+ Unit Staff have been reengaged to manage the implementation of the national Emission Reduction Program (ER-Program). Government (Cabinet Ministers' Meeting of the 28th

April 2023) has approved the allocation of 10% of the ER Carbon results-based payment to support the Unit’s management and emission monitoring functions.

Training & Capacity Building for the REDD+ Staff:

The following training and capacity building activities were conducted:

- i) Training on the analysis of Activity data attended by the MRV and Forest Database
- ii) FGRM training conducted in 2018 and facilitated by Integra.
- iii) Training on the Emission Reduction Payment Agreement (terms and conditions) held in 2019, which was facilitated by the World Bank and attended by the REDD+ Unit and included representatives from the Ministry of Lands, Agriculture, iTaukei Affairs, TLTB, Climate Change Division, Solicitor General Office;
- iv) Safeguard Training held in Sydney, Australia in 2022, which was facilitated by the World Bank and attended by the Project Officer, Safeguard Officer and the Information Knowledge and Management Specialist.

b) National Feedback Grievance Redress Mechanism (FGRM)

The assessments and studies related to the establishment of a national FGRM for REDD+ has been completed and the reports are uploaded on the REDD+ website, link: <https://fijireddplus.org/download/884/>. A FGRM Communication Strategy has also been developed and key ministries, agencies and partners were trained; the report is also uploaded on the REDD+ website, link: <https://fijireddplus.org/download/884/>.

The FGRM is operational and contacts of REDD+ personnel to which grievances are to be directed to, are on the home-page of the REDD+ web-page.

At the community-level, the setting up of FGRM will be incorporated in the governance and safeguard structures and processes, which will be discussed and developed during the community engagements that is being progressed. By December 2023, the target is to visit all 149 out of the ER 177 villages.

c) National REDD+ Steering Committee (RSC)

The national REDD+ Steering Committee (RSC) was established under the Forest Decree (2009) and held its first meeting in 2015; the members are representatives of key ministries, agencies, civil and non-government organizations, academia and donor projects. Technical Working Groups (TWG), made up of representatives of the RSC, are delegated certain tasks assigned by the RSC. Tabulated below are the number of meetings.

Table 1: No Of Meetings Convened

Year	RSC Meetings	TWG Meetings	DWG Meetings	Total
2015	2	-		2
2016	4	4		8
2017	4	4		8
2018	6	4		10
2019	6	4	2	12
2020+	2	2	-	4
2021	4	3	-	7
2022	2	1		3
Total	30	22	2	54

+ During the COVID-19 lockdown period, meetings were virtually held.

Component 2: Development of a REDD+ Strategy.

a) REDD+ Strategy

The REDD+ Strategy Report has been developed (and presented at the RSC Meeting) and the report is uploaded on the REDD+ website.

b) Environmental Social Management Framework (ESMF).

The ESMF Report has been developed and uploaded onto the REDD+ website, link: <https://fijireddplus.org/download/514/> . Studies and assessments that support this report, which have been completed and uploaded onto the REDD+ website include:

- Drivers Study Report, link: <https://fijireddplus.org/download/1096/> ;
- Strategic Environmental Social Assessment (SESA) Report, link: <https://fijireddplus.org/download/508/> ;
- Fiji Resettlement Policy Framework (RPF), link: <https://fijireddplus.org/download/517/> ;
- Process and Framework, link: <https://fijireddplus.org/download/520/> ;
- Mainstreaming Gender in REDD+ (GAP), link: <https://fijireddplus.org/download/563/> ;
- Feedback Grievance Redress Mechanism (FGRM), link: <https://fijireddplus.org/download/884/> ;
 - FGRM Communication & Training Report, link: <https://fijireddplus.org/download/887/> ;
- Carbon Rights Study Report, link: <https://fijireddplus.org/download/893/> ;
- Benefit Sharing Plan, link: <https://fijireddplus.org/download/899/> ;
- Safeguard Information System (SIS) prototype and Report have been developed. The report is uploaded on the REDD+ website, link: <https://fijireddplus.org/resources/studies/safeguards-information-system/>.

Due Diligence Assessment of the Retroactive Carbon – The final report has been submitted to the FMT/Safeguard Team of the World Bank in May 2023.

c) Communication and Participation Plan

The Communication and Participation Plan has been developed and updated. The plan guides the community engagement and the national awareness campaign programs that are currently being conducted. Key milestones achieved are:

- i) The strengthening in partnership with the key departments of the Ministry of iTaukei Affairs, i.e. the Provincial Office and the Provincial Conservation Offices, in the rolling out of the national awareness campaign; the awareness tool-kit and outreach tools was official launched by the Permanent Secretary for Ministry of iTaukei Affairs in May 2021;
- ii) Training of representatives from the 11 Provincial Offices (Roko Tui and assistants), PCO and provincial based CSO/NGOs (including women-based and youth-based groups) in the use of the Awareness Campaign material, tool-kits and outreach materials in November 2022;
- iii) The approval of Government (Cabinet Ministers' Meeting of the 28th April 2023) for the allocation of 5% of the ER Carbon results-based payment to support the coordination and management functions of the Provincial Office.

Component 3: *Establishing a Monitoring System for REDD+.*

a) Program Operation Manual (POM)

A Program Operation Manual is being developed and will be ready for use by June 2023.

b) National Forest Inventory (NFI)

The field assessment and sample collection for the national forest inventory work have been completed. The work timeline was extended and rescheduled to be completed by December 2021 due to the COVID-19 situation, but was further delayed due to prolonged domestic approval processes and the field assessment and sample collection work was completed by 31st December 2022.

In the initial design, 1,133 clusters (of 5 sub-plots) were systematically positioned for assessment. Of this total, 995 clusters fell into areas (identified from the map) noted as land under forests. During the field assessment, a further 155 clusters were reassigned as non-forest areas and to-date, 840 clusters have been assessed, with field samples collected.

However, certain aspects to finalize the report remain incomplete, which is scheduled to be completed by the end of June 2023 are:

- i) The analysis of the field samples (soil, litter and deadwood);
- ii) The analysis of field samples collected for the **Allometric Modelling** (biomass calculation) and incorporation into the NFI report;
- iii) The presentation of the draft report at the national RSC meeting.

The Fiji Government will take on the responsibility of completing the remaining work and the finalizing of the Report, which is expected to be completed by June 2023.

c) National Forest Monitoring System (NFMS)

The NFMS was constructed in 2019 and established onto the Fiji Government's national domain (Gov.Net). In 2020-2021, work on the integration platform began and was stalled when the national domain was corrupted and the NFMS became inaccessible. This issue warranted the reconstruction of the NFMS, which was completed in January 2023, along with the installation of the integration platform infrastructure.

The local staff (System Analyst, Database Manager, FO-GIS and SFO-Resource Assessment) have undergone training on the NFMS integration process and are currently working on populating the system with all relevant data and information. A number of introductory trainings have been conducted for the Operation staff and field offices. The NFMS will be fully functional by July 2023.

d) Monitoring, Reporting and Verification (MRV)

The Forest Management Plan guideline is being developed to assist the field data collection and assessment work. The guideline will be ready for use by June 2023 and includes:

- i) Standard Operating Procedures (SOPs) and protocols for each process in the ER-Program, including aspects and requirements of the Safeguard standards;
- ii) Social Information and requirements;
- iii) Management zones and regimes, including non-carbon benefits, which will be monitored, assessed and reported;
- iv) Data collection and reporting templates, which will be installed into hand-held tablets that the field offices will use during the MRV process.

Introductory training have been conducted for the field staff in the northern and central-eastern divisions. Training for the western division staff will be conducted in June 2023.

3. Lessons Learned

This section briefly presents the most significant positive and negative lessons learned from the operation’s experience.

- a) **Importance of the Ministry of iTaukei Affairs (Provincial and Conservation Office):** The facilitative role of the Ministry of iTaukei Affairs, particularly the Provincial Office and the Conservation Officers, should be elevated to a leadership role, playing a more central and active role in the implementation of the REDD+ Readiness project phase. The Safeguard, including the FGRM process, should be developed and integrated into the iTaukei Affairs’ systems and institutional structure.
- b) **National Forest Inventory (NFI):** The national forest inventory, including carbon assessments, should be the first important activity to be conducted/completed before any assessments are planned and undertaken.
- c) **Accessing Funding:** The modality and process for accessing the FCPF Grant should be reconsidered/reviewed. The Fiji Government’s domestic process for clearance and the lengthy time taken for approval has affected the timely delivery of project outputs.

For future projects, to consider the transfer in the management of the grant fund to the World Bank, Suva Office rather than through the current modality, i.e. with the Ministry of Finance (Economy).

4. Project Cost by Readiness Grant Activity

Activity	Amount at Approval (USD)	Amount at Closing (USD)	Percentage of Approval
Consultancy	\$3,270,784.58	\$3,313,683.46	101%
Non Consultancy Services	\$671,412.69	\$300,147.25	45%
Goods & Services	\$548,486.95	\$380,091.40	69%
Operating Cost	\$976,425.00	\$1,789,891.53	183%
Grand Total	\$5,467,109.22	\$5,783,813.64	106%

The supporting information is tabulated below.

PP Ref	Consultancy	Amount at Approval (USD)	Amount at Closing (USD)	Percentage of Approval
C.06	Analytical work: drivers of deforestation / forest degradation, REDD+ strategy options, benefit sharing mechanism, land tenure / governance	\$296,864.13	\$299,280.15	101%
C.07	Carbon rights assessment, benefit sharing mechanism	\$145,304.51	\$141,053.94	97%
C.08	Feedback & Grievance Redress Mechanism	\$199,405.07	\$218,058.07	109%
C.09	Strategic Environmental and Social Assessment, Environmental and Social Monitoring Framework, Safeguards Information System	\$359,983.44	\$163,667.86	45%
C.10	Forest Reference Level & National Forest Monitoring System development	\$680,907.27	\$741,848.02	109%
C.11	Accuracy Assessment of Land Use/Land Cover Change Maps of (2006-2012) and (2012-2016)	\$9,669.26	\$16,915.69	175%
C.12	Revamping of REDD+ Unit's Website	\$11,257.49	\$10,751.42	96%
C.13	Training of Trainers (3 events at division level) and develop a REDD+ training manual	\$0.00	\$0.00	0%
C.14	Pilot Awareness Building Program at community level.	\$23,679.10	\$23,807.60	101%
C.15	GIS & Remote Sensing Training at Divisional Level	\$6,431.84	\$6,142.41	96%
C.16	Design & implement a short term module on International Forest Policy & forest measurement (undergrad)	\$0.00	\$0.00	0%
C.17	Develop a REDD+ Strategy	\$87,535.08	\$85,207.11	97%
C.18	Develop District Level Integrated Land Use Plans- 3 districts	\$0.00	\$0.00	0%
C.19	Develop Biomass & Volume Allometric Equation & Emission Estimate for Grasslands	\$0.00	\$0.00	0%
C.20	Development of R-Package and Assessment of REDD+ Readiness in Fiji	\$0.00	\$0.00	0%
C.21	Consultant for estimation of forest activity data	\$23,762.00	\$31,573.18	133%
C.22	Investment Plan for Forest Sector	\$0.00	\$0.00	0%
C.23	National Consultant for ERPD development - Environmental	\$15,398.50	\$15,379.26	100%
C.24	Development of ERPD development -Social	\$4,619.55	\$2,309.78	50%
C.27	Develop a FPIC guideline and a Gender Guideline	\$23,239.89	\$21,321.00	92%
C.28	Individual consultant to estimate annual forest activity data and (Using supervised classification)	\$22,018.00	\$24,870.79	113%
C.29	Multi-temporal image processing for forest change detection: Technical Transfer, software installation and assistance to produce 2018 update	\$18,203.00	\$21,154.60	116%
C.30	Accuracy Assessment of Land Use/Land Cover Change Maps of the period 2006 to 2016	\$24,042.92	\$23,396.65	97%
C.31	Revise REDD+ Policy 2011	\$13,530.78	\$13,631.23	101%
C.32	Develop Carbon Trade Regulations	\$0.00	\$0.00	0%

C.33	Develop safeguard information system, national interpretation of the Cancun Safeguard, and Monitoring System for Non Carbon Benefits	\$126,248.84	\$123,247.65	98%
C.34	Develop methodology to estimate forest degradation using RS/GIS approaches	\$21,685.00	\$23,438.77	108%
C.35	Develop a Report of National Forest Inventory (2006) and Permanent Sample Plot Measurement	\$20,580.00	\$21,414.26	104%
C.36	National Forest Inventory design and execution	\$268,350.00	\$108,312.72	40%
C.37	Update database system	\$0.00	\$0.00	0%
C.38	REDD+ awareness program through CSOs (various events at community level)	\$0.00	\$0.00	0%
C.39	Benefit Sharing Plan	\$43,754.48	\$43,754.48	100%
C.40	Construction of National Forest Reference Level	\$0.00	\$0.00	0%
C.41	Accuracy Assessment of Land Cover Change for National FRL	\$0.00	\$0.00	0%
C.44	NFMS/NFI Integration Framework Development	\$25,000.00	\$27,457.07	110%
C.45	Revise & Conduct Training on the use of Awareness Building Material	\$51,191.72	\$49,016.07	96%
C.46	Due Diligence Report on Retroactive Carbon	\$20,499.00	\$5,815.93	28%
C.47	Training and Processing for Multi-temporal forest change detection	\$23,572.36	\$27,606.85	117%
	Sub-total	\$2,566,733.23	\$2,290,432.54	89%

PP Ref	REDD+ Personnel Contracts	Amount at Approval (USD)	Amount at Closing (USD)	Percentage of Approval
C.01	REDD+ Technical Adviser	\$179,487.94	\$267,833.64	149%
C.02	REDD+ Coordinator	\$35,535.00	\$35,456.35	100%
C.03	MRV Specialist	\$110,869.20	\$136,760.00	123%
C.04	Information, Knowledge and Management Specialist	\$128,332.00	\$156,270.20	122%
C.05	Procurement Officer	\$21,274.57	\$48,132.69	226%
C.25	Forest Database Management Officer	\$43,945.90	\$67,613.76	154%
C.26	GIS Assistant	\$14,043.00	\$7,166.23	51%
C.42	REDD+ Program Leader	\$170,563.74	\$304,018.05	178%
C.43	CSO Coordinator	\$0.00	\$0.00	0%
	Sub-total	\$704,051.34	\$1,023,250.92	145%
	Grand Total	\$3,270,784.58	\$3,313,683.46	101%

PP Ref	Non-Consultancy Services	Amount at Approval (USD)	Amount at Closing (USD)	Percentage of Approval
N.01	Translation services	\$20,000.00	\$0.00	0%
N.02	Video documentary	\$20,000.00	\$15,235.49	76%
N.03	Layout of Publication materials	\$45,000.00	\$16,473.95	37%
N.04	Produce radio program and disseminate	\$18,816.71	\$18,816.71	100%

N.05	(C.18)Develop District Level Integrated Land Use Plans- 3 districts	\$191,652.10	\$0.00	0%
N.06	(C.19) Develop Biomass & Volume Allometric Equation & Emission Estimate for Grasslands	\$240,943.88	\$140,490.91	58%
N.07	(C.38) REDD+ awareness program through CSOs (various events at community level)	\$135,000.00	\$109,130.19	81%
	Grand Total	\$671,412.69	\$300,147.25	45%

PP Ref	Goods & Services	Amount at Approval (USD)	Amount at Closing (USD)	Percentage of Approval
G.01	REDD+ unit: office furniture	\$2,745.00	\$10,508.31	383%
G.02	REDD+ unit: office equipment	\$1,872.00	\$7,948.38	425%
G.03	Desktop computers (2)	\$4,990.00	\$5,676.12	114%
G.04	Laptop	\$1,911.00	\$10,552.23	552%
G.05	Telephone conferencing equipment	\$738.95	\$738.95	100%
G.06	Laminating machine for maps	\$5,689.00	\$2,472.79	43%
G.07	Field gear (bags, sleeping tent, sleeping bags, boots, rain jackets, first aid kits) (5sets of each)	\$7,057.00	\$36,351.56	515%
G.08	Portable Bluetooth PA speaker with microphone	\$250.00	\$143.44	57%
G.09	Portable mini projector	\$749.00	\$5,380.05	718%
G.10	Video camera equipment	\$3,992.00	\$482.49	12%
G.11	Camera equipment (Zoom lens, flash)	\$649.00	\$3,285.37	506%
G.12	GIS software and images (1)	\$30,020.00	\$24,967.05	83%
G.13	14 x Rugged Tablets + Accessories	\$60,000.00	\$12,766.52	21%
G.14	Backup drives (2)	\$749.00	\$570.06	76%
G.15	Forest Inventory equipment [GPS, Tapes (Linear, DBH), Vertex, Clinometer, Compass]	\$22,000.00	\$27,943.93	127%
G.16	Portable printer / copier / scanner	\$499.00	\$157.35	32%
G.17	Printing calculator (2)	\$15.00	\$169.53	1130%
G.18	Printing for publication (reports/awareness materials/ forms and manuals)	\$20,000.00	\$3,116.23	16%
G.19	High Processing Desktops for GIS/RS- 3 and Multimedia Projector and Screen-1	\$19,000.00	\$17,448.01	92%
G.20	Establish remote sensing, GIS, and statistical analysis facilities at Management Service Division	\$50,000.00	\$2,263.82	5%
G.21	Purchasing of 4W drive vehicle	\$50,000.00	\$0.00	0%
G.22	Instruments for National Forest Inventory	\$60,000.00	\$47,396.59	79%
G.23	Vehicles-2 (purchase)	\$50,561.00	\$52,570.48	104%
G.24	Office Equipment + Furniture - Data storage, SQL Server, laptops, conferencing units, software	\$105,000.00	\$85,031.82	81%
G.25	Give-away items for Awareness Campaign	\$50,000.00	\$22,150.32	44%
	Grand Total	\$548,486.95	\$380,091.40	69%

PP Ref	Operating Costs	Amount at Approval (USD)	Amount at Closing (USD)	Percentage of Approval
T.01	Venue hire (15 activity workshops)	\$164,334.00	\$119,911.92	73%
T.02	Catering, if separate from venue hire (6 activity workshops)	\$20,946.00	\$35,348.32	169%
T.03	Accommodation – local (6 activity workshops)	\$31,145.00	\$103,991.21	334%
T.04	Travel to international and regional meetings	\$45,000.00	\$109,447.22	243%
T.05	Operating Costs	\$19,000.00	\$103,202.47	543%
T.06	Capacity building activities for REDD+ stakeholders including RSC, WG members and government staff	\$200,000.00	\$160,045.71	80%
T.07	Support Universities Student (FNU, USP, University of Fiji) for the Research related to REDD+	\$0.00	\$0.00	0%
T.08	Logistics and Allowances for the National Forest Inventory	\$400,000.00	\$1,152,434.43	288%
T.09	Clerical officer	\$0.00	\$0.00	0%
T.10	Workshop and Training to develop Integrated Land Use Management Plans- 3 districts	\$96,000.00	\$5,510.26	6%
	Grand Total	\$976,425.00	\$1,789,891.53	183%