Terms of reference (ToR) for the procurement of services below the EU threshold

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

The Refinement High Conservation Value Management and Monitoring Planning Document of Kutai Timur (RPP ANKT Kutai Timur)	**Project number/ cost centre:** 18.0128.1-307.01

0. List of abbreviations 2

1. Context..... 3

2. Tasks to be performed by the contractor. 5

3. Deliverables 6

4. Concept..... 7
   Technical-methodological concept 7
   Project management of the contractor (1.6) 8

5. Personnel concept..... 8
   Team leader and senior analyst 8
   Short-term expert pool with minimum 1, maximum 3 members 9

6. Costing requirements 10
   Assignment of personnel and travel expenses 10
   Sustainability aspects for travel 10

7. Inputs of GIZ or other actors.....12

8. Requirements on the format of the tender 12

9. Outsourced processing of personal data 13

10. Annexes 13
    Annex 1.....14

0. List of abbreviations

AGER	*Transformation von Agrar- und Ernährungssystemen*
ANKT	*Area Bernilai Konservasi Tinggi*
BMZ	*Bundesministerium für wirtschaftliche Zusammenarbeit und Entwicklung*
CSOs	Civil Society Organizations
CV	Curriculum Vitae
DC	Development Cooperation
FGD	Focus Group Discussions
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
GmbH	*Gesellschaft mit beschränkter Haftung*
HCV	High Conservation Value
KALFOR	Kalimantan Forest Project
NKT	*Nilai Konservasi Tinggi*
OPD	*Organisasi Perangkat Daerah*
PERBUP	*Peraturan Bupati*
PBS	*Perusahaan Besar Swasta* – Plantation Companies
RPP	*Rencana Pengelolaan dan Pemantauan*
RTRW	*Rencana Tata Ruang Wilayah* (spatial planning)
SASCI+	Sustainable and Value-Added Agriculture Supply Chain in Indonesia
SK	*Surat Keputusan* - Decree
SUSTAIN KUTIM	Sustainable Landscape Initiative in Kutai Timur
TAL	*Tanah Air Lestari*
ToR	Terms of reference
UNDP	United Nations Development Programme
USAID	United State Agency for International Development
YKAN	*Yayasan Konservasi Alam Nusantara*
WG	Working Group

1. Context

a. Brief information about the project

The Sustainability and Value Added in Agricultural Supply Chains in Indonesia (SASCI+) is a five-year project conducted on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ) as a part of the "Special Initiative Transformation of Agricultural and Food Systems" (AGER). The program promotes the sustainability of selected agricultural supply chains in partner countries and is implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

Sustainable Landscape Initiative in Kutai Timur (SUSTAIN) is a multi-actor initiative to strengthen the capacity of the East Kutai District Government, local communities, smallholders, workers, and plantation companies in transforming Kutai Timur to be a sustainable region in agriculture (with a focus on palm oil and rubber) production. The initiative supported and funded by the German Federal Ministry for Economic Cooperation and Development (BMZ) and the Swiss Government through the State Secretariat for Economic Affairs (SECO) and implemented by consortium partners led by GIZ SASCI+, Tanah Air Lestari (TAL) and Proforest.

The initiative is expected to last until mid of 2026 to achieve the following outcomes:

- On an additional 30,000 ha of areas worthy of protection, supported actors have made a concrete contribution to conservation and sustainable management.
- In 2,400 ha of supported farms in sustainable agriculture chains, average income has risen by 5%.
- Increased supply of fresh fruit bunch oil palm and natural rubber from registered/traceable and (certified) sustainably managed smallholder plantations to the processing plants.
- The employment situation in rubber and palm oil supply chains has improved for 200 people, of whom 9% are young adults and 30% are women.
- Five communities (villages) achieve self-determination of their natural resources and land tenure security through formalized spatial plans, village enterprises, or social forestry.

By following the guidance from the East Kutai District Government, SUSTAIN will contribute to the implementation of the Sustainable Plantation Plan by:

- strengthening foundational elements of sustainable regions,
- enhancing the capacity of producers and local communities in High Conservation Value (HCV) area management, and
- supporting independent smallholders for tenurial and operational legalities as well as sustainable production

b. Context of the assignment

Kutai Timur District Government institutionalises the high conservation value (HCV) approach in the plantation sector and land use governance. Following the adoption of the HCV approach by the national government (e.g., through the national development plan 2020-2024 and Government Regulation 18/2021), the East Kalimantan province government issued the Governor Regulations number 12 and 43 in 2021 about HCV criteria and management, respectively.

Based on these legal references from the higher government levels and consent from the permit holders, in June 2022 the Head of Kutai Timur District (Bupati) formalized 48,900 ha inside of existing oil palm concessions as indicative HCV areas through a Bupati Degree (SK). Those areas that previously were eligible for estate crop development have to be protected by the concession holders.

To strengthen the protection status of the indicative HCV area, their integration into important district level policies and plans, namely the district spatial plan (RTRW), the plantation sector regulation, the district Sustainable Plantation Plan 2021-2030. The process of integrating these indicative HCV areas into the RTRW is ongoing in the current revision process.

The official indicative HCV area as formalized in the Bupati degree are still patchy and lack connectivity of natural ecosystems outside of oil palm concessions. The existing official HCV areas are a group of isolated forest islands without proper corridors for wildlife to move in between. Limiting the protected HCV area only to within concessions does not help much to expand wildlife home ranges.

A study prepared by Mulawarman University shows the total potential HCV area in lands designated for industrial crop plantations in Kutai Timur in the district spatial plan is around 120,000 ha, which is more than double the officially recognized area. The identification and sustainable management of HCV areas outside concessions are crucial to ensure integrity and connectivity of the natural ecosystems. Without identification and sustainable management, they are threatened mainly because of the increasing role of plantation expansion by smallholders. Companies, particularly those with processing mills, have the leverage to save the remaining HCV areas outside of concessions, through their sourcing policy and through the establishment of wildlife corridors inside their concessions.

The East Kutai Regency Government has prepared technical guidance for the HCV Management and Monitoring Plan (RPP ANKT) in the area designated for estate crop development. The substance of this document consists of the procedures for how the parties, both large-scale plantation business units (PBS) together with the government and the local community, manage the HCV areas. The RPP ANKT includes technical guidance regarding the maintenance, restoration, and monitoring of HCV according to the authority of the East Kutai region.

Following the mandate of the governor's regulations to cover HCV outside as well as inside concessions, the RPP ANKT, has also identified indicative Areas of HCV outside of concessions, going beyond the HCV area covered in the Bupati Degree. However, those additional HCV areas are not clearly defined and promoted for protection amongst the district authorities. Furthermore, the roles and responsibilities of different stakeholders (Government, Private, CSO, and Community) for managing HCV areas inside and outside the areas designated for estate crop development need to be clarified. The necessary refinement of the RPP ANKT additionally requires capacity development measures on HCV management and the regulatory framework.

c. Objective of Assignment

The objectives of the assignment are as follows:

a. to identify gaps the draft RPP ANKT plantations for East Kutai with regards to the HCV area and the guidance given for different parties.
b. to discuss and improve the RPP ANKT through a multi-stakeholder participatory approach in East Kutai to address the identified gaps.
c. to finalize and build an agreement with stakeholders on the implementation of RPP ANKT.

2. Tasks to be performed by the contractor.

a) Preparation:
- Assess relevant national, provincial and district regulations as well as the RPP ANKT
- Assess additional available information on HCV areas and management in East Kutai
- Discuss with key stakeholders (GIZ, district authorities, NGO) about the status of HCV in East Kutai and the related regulatory process
- Propose the methodology design, stages, and strategies to facilitate the revision process through multi-stakeholder forum (see Annex 1)

b) Identification of gaps in the RPP ANKT:
- Analysing gaps between the existing Draft RPP ANKT and the Governor Regulation No. 43 of 2021
- Spatial analysis to identify HCV outside of concession in the area designated for estate crop development, based on available information (e.g. Proforest, Mulawarman, UNDP)
- Identify gaps in the RPP ANKT guidance, covering issues of authority, roles, and responsibilities of different actors to ensure sustainable management of HCV (desk study)
- Consulting key stakeholders on their perceptions of gaps in the current draft RPP ANKT (up to 7 expert interviews)

c) Provide capacity building/training on the HCV approach and the current regulatory framework in an initial training session for the improvement team (up to 3 days):
- Assess participants and different topics to be covered.
- Prepare training material.
- Conduct the training.

d) Facilitate the revision of the RPP ANKT through an Improvement Team recruited from the multi-stakeholder forum (Regent's Decree No. 050/K.810/2023) and relevant authorities:
- Facilitate the formation of the RPP ANKT improvement team aligning with the working groups in the Multi-Stakeholder Forum, consisting of up to 3 working groups, namely:
  - Working Group 1 (WG1) for Biodiversity and Forest Landscape, regarding HCV 1 and 2
  - Working Group 2 (WG2) for ecosystem and environmental services, covering HCV 3 and 4
  - Working Group 3 (WG3) for Social and Cultural, covering HCV 5 and 6
- Collect all ideas, input, and suggestions from the improvement team on how to close the gaps in the RPP ANKT through the revision.
- Conduct series FGD (up to 6 times) to discuss and formulate concrete revisions of the RPP ANKT, with the following thematic:
  - Biodiversity and Forest Landscape
  - Ecosystem and environmental services.
  - Social and Cultural

e) Finalize revised RPP ANKT and public consultation:
- Based on the facilitation process above, prepare the documents draft RPP ANKT to be use for public consultations
- Conducting public consultation
- Incorporate feedback from public consultation.
- Finalize documents RPP ANKT

3. Deliverables

a) Notes from FGD thematic result:
   - Agreed improvement indicative map area of NKT landscape East Kutai for new proposal to submit in to the RPP ANKT
   - Agreed draft technical document of East Kutai District RPP ANKT based on FGD result including clarity regarding the division of roles of the parties in monitoring or implementing the RPP
   - Option of the RPP ANKT fomalisation (Perbup, Decree of the Head of plantations agency, etc.) and its legal drafting document

b) Public consultation results (progress, note discussion, or minutes meeting) especially important notes on changes and proposed suggestions which are input into the RPP ANKT's document.

c) Final document of RPP ANKT and documentation of approval from improvement team.

d) Data set (spatial and non-spatial): basic data, analysed and final data result for the HCV/ANKT landscape Kutai Timur

e) Consultancy process documentation report (a) the objective of the assignment, (b) the stepwise of the implementation including timeline, (c) description of results, (d) challenges and solutions, (e) recommendation for improvement on the methodology, in two formats:
   - Microsoft Word (10-20 pages)
   - PowerPoint slides (10-20 slides).

f) Collection of pictures from the implementation, which will belong to GIZ.

During the assignment, the contractor shall:

- Manage costs and expenditures, accounting processes, and invoicing in line with the requirements of GIZ.
- Provide updated progress information (such as the number of participants who joined in the activities and discussions, challenges, and any support needed, etc.) with a minimum of once a month to GIZ by email.
- Work in close coordination with the SUSTAIN Kutim consortium (GIZ, TAL, and Proforest) and other relevant Kutai Timur Development Partners like UNDP Kalfor, USAID Segar, YKAN and Earthworm.

The contractor will carry out the assignment from 20 May until 30 September 2024 with a total of 200 working days which is detailed in the budget estimation plan.

The following table gives an overview of the envisioned milestones, and timeline.

Milestones	Due Date
The **methodology design**, stages, and strategies to facilitate the multi-stakeholder team's process of improving and updating the Draft RPP ANKT is available	Up to 1 week after the contract signed
Analysis of gaps in the existing Draft RPP ANKT covering issues of regulations, authority, roles, and responsibilities of different actors to ensure sustainable management of HCV is available	Up to 2 week after the contract signed

Milestones	Due Date
Training HCV for improvement team conducted	Up to 4 weeks after the contract signed
Thematic FGD on the improvements to the Draft RPP ANKT up to 5 – 6 FGDs were carried out according to the planned methodology design: • ANKT Indicative Map which will be the basis for management and monitoring is available and agreed upon by the parties. • Agreed draft RPP ANKT document of East Kutai District is available. • Formal legalization Draft for ratification of RPP ANKT is available	Up to 12 weeks after contract signed
Public consultation feedback for the draft RPP ANKT has been accommodated and agreed to be submitted in document	Up to 13 weeks after contract signed
The final RPP ANKT **document** and formal legality draft for its approval are available	Up to 14 weeks after contract signed

4. Concept

In the tender, the tenderer is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context of this ToR that corresponds with section **1.1.1** in the technical assessment grid). Following this, the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (Chapter 2 of the ToR-Section **1.1.2** of the assessment grid).

The tenderer is required to present the actors relevant to the services for which it is responsible and describe the **cooperation (1.2)** with them.

The tenderer is required to present and explain its approach to **steering** the measures with the project partners (1.3.1) and its contribution to the **results-based monitoring system** (1.3.2).

The tenderer is required to describe the key **processes** for the services for which it is responsible and create a **work plan** (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided. In particular, the tenderer is required to describe the necessary work steps and, if applicable, take account of the milestones and **contributions** of other actors (partner contributions) in accordance with Chapter 2 (Tasks to be performed) (1.4.2).

The tenderer is required to describe its contribution to knowledge management for the partner (1.5.1) and GIZ under **learning and innovation**.

Project management of the contractor (1.6)

The tenderer is required to explain its approach for coordination with the GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail (1.6.1).

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates (duration and expert months) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule (1.6.2).

The tenderer is required to describe its **backstopping concept**, including proposing ancillary personnel to secure the administrative conclusion of the project, and integrating its costs into the fee schedules of the staff listed in the tender in accordance with Section 3.3.1 of the GIZ AVB (1.6.3).

5. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, based on their CVs, the range of tasks involved, and the required qualifications. A brief overview of the personnel concept will be appreciated. A team leader/technical main contact and enough additional qualified experts should be specified.

The below-specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Team leader

Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quantity, quality and deadlines)
- Led and organized all important events related to the workshop on event planning discussions, implementation, and finalization of milestones, especially important discussion events for the refinement coordination and consultations team RPP ANKT Kutai Timur.
- The Lead is also required to be a Facilitator in FGD teams and facilitate the one-off working group meeting on thematic topics for RPP ANKT (WG1; Biodiversity and landscape forest, WG2; Ecosystem and Environmental Services, WG3; Social and Cultural) mention on deliverables.
- Involve and participate in focus group discussions and public consultations in the process of refinement document of RPP ANKT at the district level to ensure linkage between province and district-level documents.
- The Lead is also required as Senior Analyst to analysed results of focus group discussions to become comprehensive documents of RPP ANKT East Kutai.
- Coordinate and co-managed the stakeholder’s involvement and engagement in the process of refinement RPP ANKT document development in the district level. (Sangatta)

- Facilitate and assist the research expert and contribute to the contents related to the refinement RPP ANKT in all thematic topics.
- Prepare documentation of the working group meetings.
- Coordinating and ensuring communication with GIZ, partners, and others involved in the project.
- Personnel management planning and steering assignments and supporting team expert members.
- Regular reporting following the milestone schedule.

Qualifications of the team leader (2.1):

- Education/training (2.1.1): minimum holds a master's degree in forestry, conservation, environment, natural resource, agriculture, geographical, and relevant study.
- Language (2.1.2): B2-level language proficiency in English and Bahasa Indonesia.
- General professional experience (2.1.3): 5 years of professional experience in facilitating multistakeholder discussion with participative approach.
- Specific professional experience (2.1.4): 3 years in HCV identification, management and monitoring, and spatial analysis
- Leadership/management experience (2.1.5): 4 years of management/leadership experience as a project team leader or manager in organizations.
- Regional experience (2.1.6): 2 years of experience in projects advising local governments in Kutai Timur or East Kalimantan related to regional development or legal formal environmental topics.
- Development cooperation (DC) experience (2.1.7): 3 years of experience in DC projects

Short-term expert pool with minimum 1, maximum 3 members

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of short-term Expert pool:

- Research and contribute to the contents of the draft RPP ANKT related to the fulfilment or needs required to refine the RPP ANKT in accordance with Governor Regulation No. 43 of 2021
- Together with the team leader, design a technical plan for the improvement of the draft RPP ANKT for East Kutai district including a focused discussion format design for thematic topics per ANKT value for East Kutai
- Lead and facilitate up to 3 working group in total with up to 6 groups meetings suit with thematic topic substance value in ANKT:
  - Working Group 1 (WG1) thematic topic for Biodiversity and Forest Landscape
  - Working Group 1 (WG2) thematic topic for ecosystem and environmental services
  - Working Group 1 (WG3) thematic topic for Social and Cultural
- Together with the team leader, formulate a formal legal draft (Perbup/Department Head regulation) RPP ANKT East Kutai
- Prepare documentation of the group meetings.
- Support the communication with GIZ, partners, and others involved in the project.
- Support regular reporting in accordance with the milestone schedule.

Qualifications of the Short-term expert pool (2.2)

- Education/training (2.2.1):
  - Up to 1 expert with university qualification (Min. Bachelor/Master) in Biodiversity, Conservation, Forestry, Environment and relevant study
  - Up to 1 expert with university qualification (Min. Bachelor/Master) in geographical, conservation, and relevant study related to the conservation value of ecosystem and environmental services.
  - Up to 1 expert with university qualification (Min. Bachelor/Master)) in social forestry, agriculture, and relevant studies related to the culture of indigenous peoples.

- Language (2.2.2): up to 3 experts with B1-level language proficiency in English
- General professional experience (2.2.3): up to 3 experts with 4 years of professional experience in natural resources conservation especially in High Conservation Value concepts.
- Specific professional experience (2.2.4):
  - Up to 1 expert with 3 years of professional experience in preparation of regional spatial planning, especially the basic concepts of identification area for conservation and the environment services.
  - Up to 2 expert with 3 years of professional experience in conservation of biodiversity, forest community development or cultural values of society identification.
- Regional experience (2.2.5): up to 3 experts with 2 years of experience in projects supporting local stakeholders in Kutai Timur and/or East Kalimantan.
- Development cooperation (DC) experience (2.2.6): up to 3 experts with 2 years of experience in DC projects

The tenderer must provide a clear overview of all proposed short-term experts and their individual qualifications.

6. Costing requirements

Assignment of personnel and travel expenses

Per-diem and overnight accommodation allowances are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the travel regulation of GIZ in Indonesia.

Accommodation costs which exceed this up to a reasonable amount and the cost of flights and other main forms of transport can be reimbursed against evidence.

All business travel must be agreed in advance by the officer responsible for the project.

Sustainability aspects for travel

GIZ would like to reduce greenhouse gas emissions (CO_2 emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest emission booking class (economy) and using means of transport, airlines and flight

routes with a higher CO_2 efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

Specification of inputs

Fee days	**Number of experts**	**Number of days per expert**	**Total**	**Comments**
Designation of Team Leader	**1**	**50**	**50**	Team Leader Based on Timesheet.
Designation of short-term expert pool	**3**	**50**	**150**	Short-term expert pool with minimum 1, maximum 3 members. Based on Timesheet.
Travel expenses	**Quantity**	**Price**	**Total**	**Comments**
Per-diem allowance in country of assignment	**152**	**-**	**-**	Lumpsum in Sangatta, East Kalimantan for Team leader (up to 38 days) and expert pool (for up to 3 persons x up to 38 days). GIZ regulation applied.
Overnight allowance in country of assignment	**152**	**-**	**-**	In Sangatta, East Kalimantan for Team leader (up to 38 nights) and expert pool (for up to 3 persons x up to 38 nights). Subjected to evidence.
Transport	**Quantity**	**Price**	**Total**	**Comments**
Domestic flights (Return Trips)	**24**	**-**	**-**	Economy Flights to Sangatta, East Kalimantan (3 return trips x up to 4 Persons). Subjected to evidence.
CO_2 compensation for air travel *Link to working aid and table for determining the budget and Guidance for GIZ service providers on avoiding, reducing and offsetting GHG emissions on setting the budget.*	**-**	**-**	**-**	Not Applicable

Travel expenses (train, car) • Ground Transportation to and from airport.	**6**	**-**	**-**	Airport Transfer from home-airport-airport in Kalimantan (return) for 6 times travel (for up to 4 persons). Subjected to evidence.
• Local transportations in Sangatta	**30**	**-**	**-**	Transportation in Sangatta, East Kalimantan the Team leader & expert up to 30 days. Lumpsum.
Other costs	**Number**	**Price**	**Total**	**Comments**
Flexible remuneration	**1**	**29.565.000 IDR**	**29.565.000 IDR**	A budget of EUR 1.723,95 is foreseen for flexible remuneration. Use of the flexible remuneration item requires prior written approval from GIZ.

7. Inputs of GIZ or other actors

GIZ is expected to make the following available:

- Connection to the Estate Crop Agency of Kutai Timur District Government as the primary partner agency regarding this assignment.
- Communication with relevant contractors and within SUSTAIN Kutim consortium for coordination and knowledge/data/information sharing.
- Connection to Forum Multipihak Pembangunan Berkelanjutan Kutai Timur (FORMIKA) secretariat for document RPP ANKT refinement coordination and consultations.

8. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the concept (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English.

The complete tender must not exceed 8 pages (excluding CVs). If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter **Error! Reference source not found.** of the ToR must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages each. They must clearly show the position and job the proposed person held in the reference project and for how long. The CVs shall be submitted in English.

Please calculate your financial tender based exactly on the parameters specified in Chapter 5 Quantitative requirements. The contractor is not contractually entitled to use up the days, trips, workshops or budgets in full. The number of days, trips and workshops and the budgets will be contractually agreed as maximum limits. The specifications for pricing are defined in the price schedule.

9. Outsourced processing of personal data

The performance of the contract may be associated with the processing of personal data by the contractor, who would alone define the nature of such data and how such processing would be carried out. In such cases, the contractor shall act as an INDEPENDENT DATA CONTROLLER and must ALONE comply with ALL applicable data protection obligations, including regional and local laws. The data protection principles such as lawfulness, data minimization, accuracy, purpose limitation, storage limitation, transparency, integrity and confidentiality, and accountability, as well as the numerous rights of the data subject must be paid due attention. The GDPR's data transfer rules must be considered whenever personal data leaves the EU for a third country. The GIZ is NOT in any way responsible for such processing and, apart from non-personal data (statistics), the GIZ does not expect to receive any personal data from the contractor.

10. Annexes

- Minimum standards for sustainable event management at GIZ
- The RPP ANKT FGD Process Design
- Existing draft of RPP ANKT
- Governor Regulation Number 43 of 2021 concerning Management of Areas with High Conservation Value in Plantation Areas

Annex 1.

The FGD Process Design

FGDs Refinement RPP ANKT in Plantations of Kutai Timur Landscape						
	FGD1		FGD 2	FGD 3		FGD 4
WG 1	Improvement and updating Map HCV Indicative areas for HCV 1 & 2 (Issues regarding HCV for plantations outside concessions)	Review RPP ANKT based on gap analysis for HCV 1 & 2	Identification of target indicators, management strategies and review of HCV management organizations/ institutions for HCV 1 & 2	Review and update the HCV 1 & 2 management and monitoring matrix	Technical instruction and Standard Operational procedures for HCV 1 & 2 Monitoring	Final Draft RPP ANKT and the choice of formal legalization of the ratification as well as the draft design
WG 2	Improvement and updating Map HCV Indicative areas for HCV 3 & 4 ((Issues regarding HCV for plantations outside concessions)	Review RPP ANKT based on gap analysis for HCV 3 & 4	Identification of target indicators, management strategies and review of HCV management organizations/institutions for HCV 3 & 4	Review and update the HCV 3 & 4 management and monitoring matrix	Technical instruction and Standard Operational procedures for HCV 3 & 4 Monitoring	
WG 3	Improvement and updating Map HCV Indicative areas for HCV 4 & 5 (Issues regarding HCV in plantation use, based on proposals or identification at the village level)	Review RPP ANKT based on gap analysis for HCV 5 & 6	Identification of target indicators, management strategies and review of HCV management organizations/institutions for HCV 5 & 6	Review and update the HCV 5 & 6 management and monitoring matrix (Issues regarding HCV in plantation use, based on proposals or identification at the village level)	Technical instruction and Standard Operational procedures for HCV 5& 6 Monitoring	