



Timor- Leste



REPUBLIC DEMOCRATIC OF TIMOR-LESTE
The Secretariat of State for Environmental Coordination,
Territorial Ordinance and Physical Development
The National Directorate of Environmental Services

NATIONAL CAPACITY DEVELOPMENT ACTION PLAN FOR GLOBAL ENVIRONMENTAL MANAGEMENT



February 2007

BACKGROUND

Timor-Leste has acceded to the UN Framework Convention on Climate Change (UNFCCC), the Convention to Combat Desertification (UNCCD), and the Convention on Biological Diversity (CBD). As a result of its accession to the UNCCD, Timor-Leste launched the National Capacity Self-Assessment (NCSA) Project in November 2005.

The National Capacity Self Assessment (NCSA) is a joint initiative developed by the Government of Timor-Leste and UNDP with support from the Global Environment Facility (GEF) to assess Timor-Leste's capacity to implement and identify barriers in the implementation of Multilateral Environmental Agreements (MEAs) in a country driven manner.

The objective of the NCSA was to conducting a comprehensive examination of the country's capacity to implement obligations under the conventions, to analyse the strengths, capacity constraints and to suggest opportunities to develop capacity. The NCSA also sought to identify possible synergies and cross-cutting issues in their capacity needs, and to subsequently prioritize these needs.

The NCSA was conducted in several phases. After inception, stakeholders were identified and consulted. A comprehensive stocktaking was done, followed by the thematic assessments. An evaluation was then done on synergistic and cross-cutting issues. After presenting the findings of the thematic assessment, stakeholders were invited to participate in the brainstorming for a national action plan.

The NCSA identified capacity needs under the three thematic assessments, prioritized those needs and grouped the needs into capacity areas. These areas were then cross-referenced between the three thematic assessments. The results are as set out in Cross-Cutting Capacity Constraint Matrix attached at **Annex 1**.

The identified capacity constraints were subsequently grouped into key capacity areas to facilitate brainstorming for solutions. The capacity needs and key capacity areas were presented at a national workshop of stakeholders held on 24 and 25 January 2007. The stakeholders were invited to brainstorm for solutions to the capacity constraints and to suggest capacity building opportunities that could be translated into a practical and workable action plan. The participating stakeholders also identified the participation of various agencies in each of the projects discussed.

The action plan was expected to produce the following outcomes:

- Build national capacity to take into account or to incorporate issues relevant to the three conventions in national development plans and sector investment programs;
- Establish systemic and institutional solutions to coordinate and harmonize overlapping laws, projects and mandates among the three conventions and the agencies tasked with implementing aspects of the objectives and obligations under the conventions, with the overriding aim of ensuring the implementation of an effective national mandate to promote sustainable utilization of natural resources;

- Enhance general domestic awareness and knowledge, at all levels, about the three conventions and their inter-relationship; and
- Strengthen dialogue, information exchange and cooperation among all relevant stakeholders including governmental, non-governmental, academic and private sectors.

These objectives were achieved by ensuring at every stage that consultations were conducted and that the collection of information was as extensive as possible.

Throughout the NCSA process, analysis and recommendations were centered not only on evaluation of the thematic areas and cross-cutting issues, but also on the identification of actions to move the country into the next phase, through findings and recommendations.

These findings from the assessments and prioritization of capacity needs were as follows.

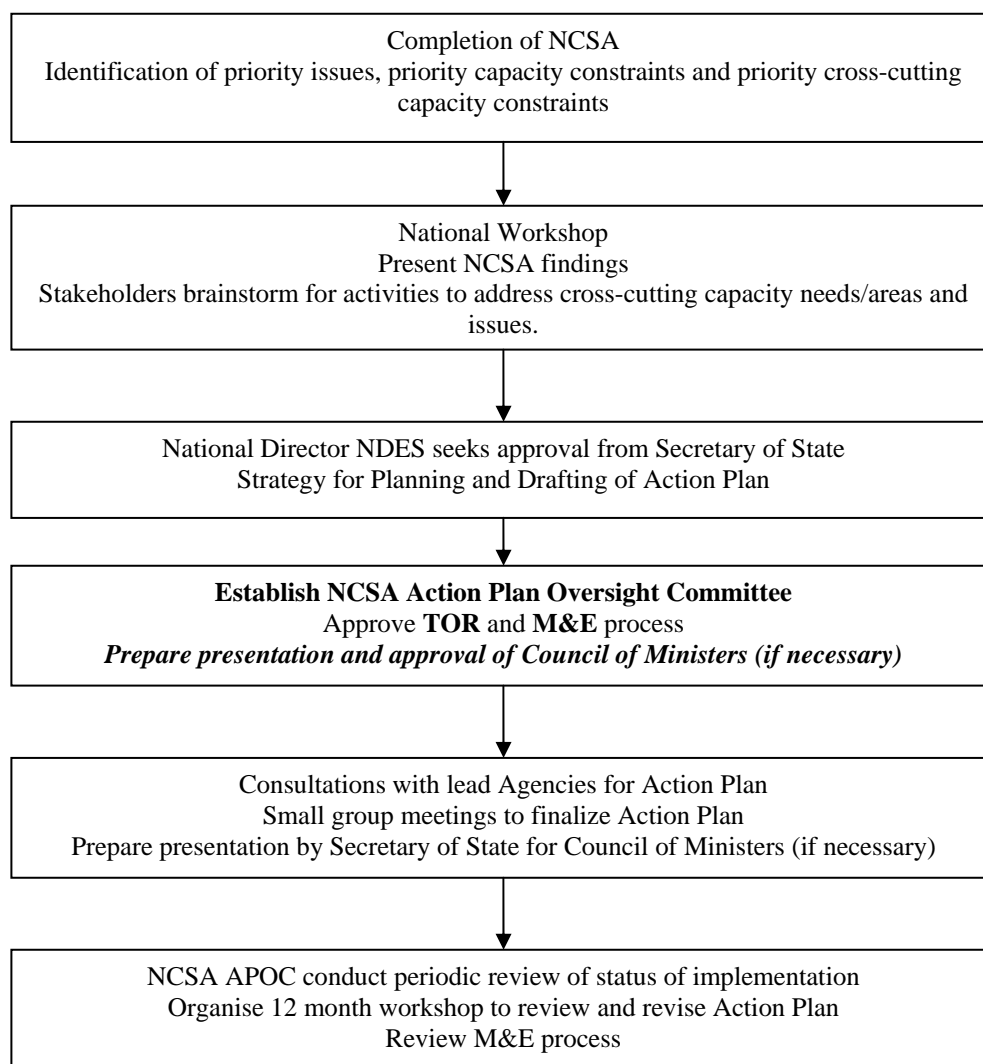
- a. To develop the National Action Programmes (NAPs) for Climate Change and Land Degradation.
- b. To develop the National Biodiversity Strategy and Action Plan (NBSAP), an obligation under the UNCBD.
- c. To establish an effective administrative mechanism to oversee and coordinate implementation of the obligations under the conventions, including the NAPs (reporting, accountability, coordination, performance targets).
- d. To establish a harmonious legal and policy framework to achieve the objectives of conservation, adaptation, mitigation, and sustainable utilization of natural resources.
- e. To incorporate the NAPs into corporate plans and work programs of government agencies.
- f. To establish a comprehensive yet integrated public awareness program to create awareness at all levels of the community and within schools.
- g. To establish an effective and coordinated structure for the collection and distribution of financial resources available under the conventions.

This report sets out the national action plan for Timor-Leste based on the identified key capacity needs. In addition, the plan will set out basic project outlines for the activities identified as part of the national action plan.

METHODOLOGY

Before commencing the drafting and preparations for the action plan, the strategy for planning and drafting of the action plan was proposed to and approved by the Secretary of State for Environmental Coordination, Territorial Ordinance and Physical Development (Secretary of State).

The methodology approved by the Secretary of State is set out in the diagram at **Table 1** (below):

Table 1: Strategy for Planning and Drafting of Action Plan

Eight project concepts were identified and discussed at the stakeholders' workshop. Meetings were then held with agencies identified and associated with the general theme and context of each project concept over a period of two weeks. The meetings were chaired by the Director, National Directorate for Environmental Services (NDES) and the objective of the meetings were to identify the lead agency to implement the project and other stakeholder agencies to assist and participate in the project, and to develop the project concepts into actionable plans. A schedule of the meetings held for discussion on the project concepts is attached at **Annex 2**.

After each meeting, the project concepts were further refined and circulated for comments and revisions via email.

While the meetings were being conducted, simultaneous discussion with the Secretary of State, UNDP and the Director, NDES, on the composition of the Oversight Committee, and the Terms of Reference for the Oversight Committee.

ACTIONS TO BE IMPLEMENTED

After several rounds of discussions with the various lead agencies for the project concepts, project action plans were prepared and consensually agreed to. Broad strategies with flexible, yet, pre-determined components were agreed to. Where ever possible, meeting dates and tentative timelines were also set out.

The principle objective of the exercise was to encourage each member of the project, who essentially had a stake or interest in the project outcome, to take responsibility and ownership of the implementation of the project.

In accordance with the Guideline for NCSA Capacity Action Planning (GEF-UNDP-UNEP Global Support Programme), five out of the eight original project concept drafts were selected for inclusion in the action plan. These five were, subsequently, through further consultations and discussions, compressed into four projects. These four were found to be readily accepted by the key stakeholder who accepted responsibility as the lead agency, comprised quick and easy action for implementation, were, in general, legally required under the terms of reference and constitutional appointment of the lead agencies and stakeholders, and had clear cross-cutting benefits. The project concepts and actions to be implemented are set out at **Annex 3**.

Of the three that were not proceeded with, two would already be incorporated within the plans to develop a National Adaptation Programme of Action for climate change, Strategic Land Management under the UNCCD and a National Biodiversity Strategy and Action Plan under the UNCBD and was therefore not proceeded with. The other project concept would be left to another phase of the capacity development strategy and to be taken up by the Oversight Committee during its annual workshop. The three project concepts are attached at **Annex 4**, for information.

Where ever possible, the project concepts have included proposed and estimated budgets. However, in several project concepts, the lead agencies have indicated intention to include the work under the project concepts within their existing work plans and schedules. Under these circumstances, the budgets and schedules will be incorporated within the respective Ministry's budget and work plan.

During the various meetings and discussions of the project concepts, it was often emphasized that the success of the implementation of the action plan significantly depended on having in place effective and efficient secretarial support. It appeared clear from all the discussions that the work of the sub-committees or working groups formed to implement the various projects and also the work of the Oversight Committee required support and coordination from a MEA secretariat.

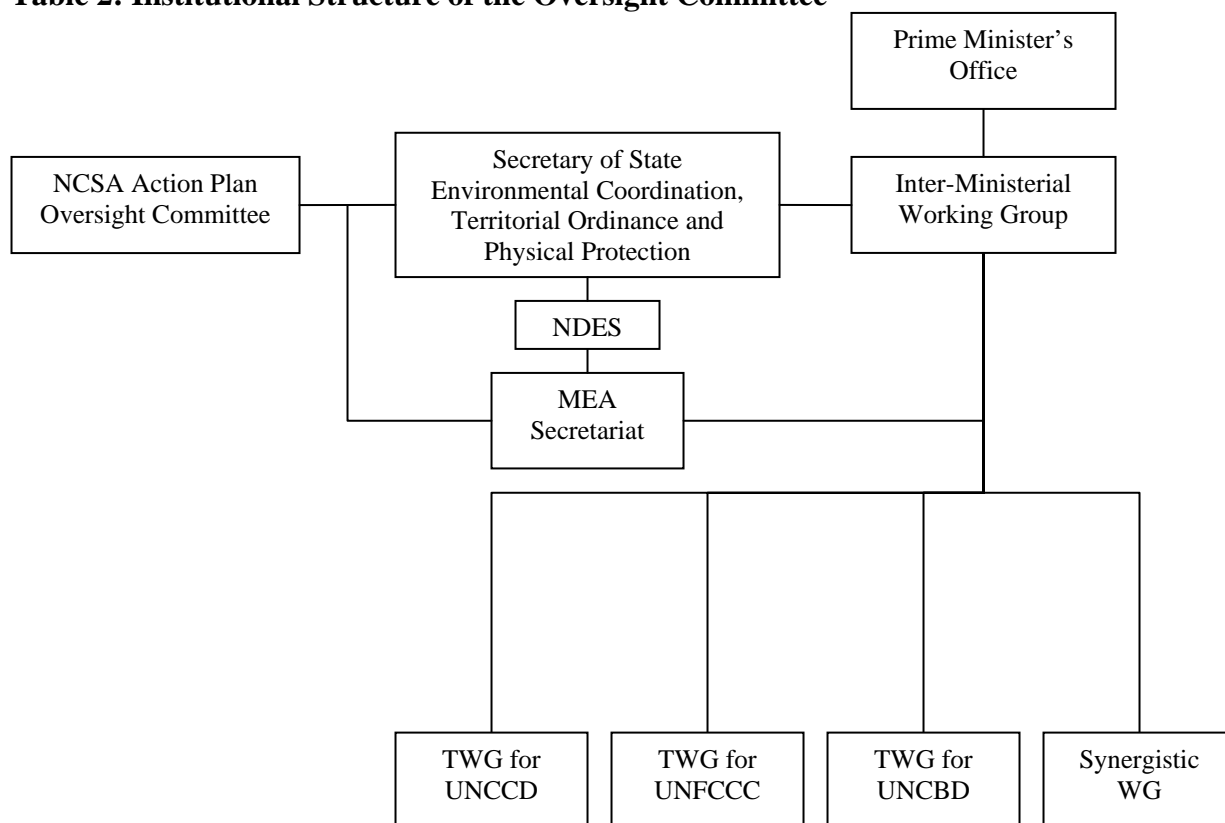
A structure complementary to the work of the Inter-Ministerial Working Group on Environmental Coordination, Natural Resource Management and Multilateral Environmental Agreements (IMWG) was agreed to. It was accepted that the implementation of the projects and the oversight and monitoring roles should be overseen by the IMWG.

MONITORING MECHANISM

Monitoring and evaluation of the implementation of the national action plan is an important part of the NCSA process. It will involve the continuous review of progress in implementing activities against the projected schedules and outcomes.

To ensure that there is appropriate monitoring and evaluation of the implementation of the action plan, an Oversight Committee was formed. The accountability structure is set out in the diagram in **Table 2** below.

Table 2: Institutional Structure of the Oversight Committee



The Oversight Committee will comprise the Secretary of State as the chairman, and two members, who are, UNDP's Head of Environment and Natural Resource Unit and a member of the Parliamentary Commission on Agriculture and Environment from the National Parliament. The Oversight Committee will be responsible for monitoring the plan over a period of twelve months. It is also expected that the National Focal Points will play an important role in the monitoring process and implementation process and that the MEA Secretariat will report on updates regularly to the IMWG.

The Terms of Reference of the Oversight Committee and their action plan are set out in **Annex 5**.

CONCLUDING REMARKS

The NCSA action plan process has established the institutional structures for the implementation, monitoring and evaluation of various projects. It has solicited and obtained ownership of various projects aimed at developing or building capacity at various levels.

It has laid a foundation for the exercise of individual commitment.

The meetings of the stakeholders, Government agencies and lead agencies were held in challenging circumstances. The security conditions in Dili made the organising and attending of meetings difficult and much flexibility was required in revising the times and locations of meetings. Given these circumstances, and the fact that the meetings and consultations were eventually held, is testament that there is every reason to expect that the action plan will be successfully implemented.

Prepared February 2007

Cross-Cutting Capacity Constraint Matrix

Cross-cutting Capacity Issues	Cross-cutting capacity needs	Cross-cutting Capacity Constraints		
		System	Institution	Individual
National policies	<ul style="list-style-type: none"> • Formulation of national policy for the implementation of the three conventions. • Reinforcement existing national environmental policies • Integration of the biodiversity, climate change and land degradation concerns within the strategic plans and overriding priorities of the country – economic and social development and poverty eradication 	Low level effectiveness implementation of existing national environmental policy; Insufficient express of political will; Lack of national policy regarding the three conventions; Lack of system level resources (human resources, database and financial resources); and Limited funds for preparation of a comprehensive integrated planning.	Overlapping of responsibilities of different ministries; inexistence of strategic plan document and competent studies for efficient plan and policy development; different interest and poor coordination among stakeholder in the sector to define sectoral policies; inefficiency bodies responsible for implementation and monitoring; Limited expertise and capacity of key planning institutions; lack of facilities, infrastructure and equipments.	Lack available human resources; insufficient communication among staff and superiors; lack of work orientation; law on Public servant not implemented yet.
National and International Funding	<ul style="list-style-type: none"> • Establishment/allocation of national funding system for the three Rio Convention • Access to international funding mechanism system for the Rio Conventions • Allocation of funding from public sector for environmental management 	Insufficient financing of conservation and sustainable use of natural resources both public and private sector; Lack of national budgetary sources for environmental management issues; lack of prioritization of project eligible for funding; bureaucracy procurement too long.	Limited expertise and capacity of key planning institutions; Inadequate structural function; Insufficient Institutional capacity to execute budgetary;	Lack available human resources; Lack of awareness and understanding of high level government official regarding environmental issues;
Legal and regulatory framework	<ul style="list-style-type: none"> • Adoption of national legislation to Rio Convention obligation • Formulation of integrated legislation for environmental management • Reinforcement implementation of existing environmental and sectoral legislation • Promoting traditional/customary laws 	Lack of the environmental laws; centralized decision making process; the Judiciary system of TL have not covered environmental laws related to the conventions; lack of approximation of traditional/customary law into national legislation; limited funds for integrated legal framework development.	Inexistence coordination among relevant institution and private sector to develop environmental protection regulation; lack of relevant legal and technical expertise; Bureaucratic constraints in the corresponding ministries.	Lack of human resources in the areas of environmental laws.

Cross-cutting Capacity Issues	Cross-cutting capacity needs	Cross-cutting Capacity Constraints		
		System	Institution	Individual
Public Awareness and Education	<ul style="list-style-type: none"> Improvement of public awareness regarding the three conventions Improvement of educational and training curricula in respect to the three conventions Establishment of extension centre and non formal education 	Inexistence of information & database system; insufficient coverage of environmental topic at national curricula and training syllabus; lack of coordination and communication on public awareness and education among government institution, academics and NGOs; insufficient funds available for public awareness and education; lack of media involvement in public awareness and education.	Limited training equipment; limited technical expertise in the area of training and education; inexistence of environment unit at district level; low participation of NGO and communities in conservation and sustainable use of natural resources.	Insufficient of human resources in environmental areas; limited coordination capacity; limited individual creativities to plan and develop program; lack of educated and trained teacher.
Research, Monitoring, evaluation and data management	<ul style="list-style-type: none"> Improvement of capacity of the researchers in environmental areas Improvement research equipments Enhancement of uniformity of research finding Promoting integrated research between international and local researcher. Establishment of data management system; Improvement of monitoring and observation system 	Lack of information database and national information system; Lack of knowledge and data; Understaffing in respective department for monitoring and evaluation; Insufficient coordination among researchers; Lack of funding; Lack of data availability and transparency; Inexistence of coordination among national and international researcher.	Lack of research equipments; Low institutional awareness; Low maintenance capability of data collection; Lack of political will; Low participation of university and research institutions; Inexistence of environmental and natural resource research centre; Lack of financial resources; Lack of communication among institution and stakeholder;	Lack of sufficient person trained in research; Lack of human resources in environmental areas; Limited professional training in research areas; Communication not sufficient; Lack of capacity to conduct research;
Technology Transfer	<ul style="list-style-type: none"> Capacity building for technology transfer promoting Alternative Technology Establishment cooperation with countries in the regions Information exchange on early warning system Establishment information exchange system for transferring technology 	<p>Lack of legal and policy framework in terms of transferring of technology and exchange of information in regional and bilateral level.</p> <p>Lack of budget allocation from government to increase transfer of technology and exchange of information</p>	Transfer of technology from develop country difficult to implement in TL due to lack of equipment and expert; center for training & transfer of technology not in place; lack of contribution from academic institutions in terms of transfer of technology; center for research for analysis viabilities of new technology is not in place.	Lack of human resource; lack of staff ability on foreign language; lack of staff awareness on adaptation to new technology; lack of ability of decision makers for lobby with regional countries.

Meeting Schedule

Project concepts	Agencies responsible	Contact Number	Meeting date
1. National Environmental Education Curriculum	ME: <i>Mr. Rui da Costa Belo</i>	3339663	Wednesday 07 Feb 2007 at 09:00 am NDES Meeting Room
	DNES: <i>Mr. Carlos Ximenes</i>	7230165 - 3339119	
	<i>Mr. Flaminio Xavier</i>		
	<i>Mr. Carlos Conceicao</i>		
	MAFF: <i>Mr. Mario Nunes</i>	7233137	
	<i>NFP for LD</i>		
	MI: <i>Mr. Fransisco do Rosario</i>	7230107	
	NGOs: <i>Haburas</i>	7232851	
	<i>Halarae, Mr. Paulo A.</i>	7241720	
	<i>CARE, Ms. Maria CAGAY</i>	7310374	
	<i>TIDs, Mr. Edmundo V.</i>	7270212	
2. National Public Awareness Programme and 4. Access to Financing	DNES: <i>idem</i>		Thursday 08 Feb 2007 at 09:00 am NDES Meeting Room
	MAFF: <i>Forestry</i>		
	<i>Agrikulture/ Mr. Florindo</i>	7237242	
	MI/NDMO: <i>idem</i>		
	CDCU: <i>Mr. Fausto M. Gama</i>	7267513	
	MPW: <i>Mr. José Piedade</i>	7252015	
	NGOs: <i>Haburas</i>		
	<i>Halarae, Mr. Paulo A.</i>		
	<i>CARE, Ms. Maria CAGAY</i>		
	<i>TIDs, Mr. Edmundo V.</i>		
5. Capacity for Research, Monitoring &E valuation and 6. Build Capacity for Technology transfer	DNES (lead),		Friday 09 Feb 2007 at 09:00 am NDES Meeting Room
	MFAC		
	MAFF: <i>Forestry: idem</i>		
	<i>Agriculture,</i>		
	<i>Fisheries</i>	3310052	
	<i>Quarantine – Sr. Rui Daniel</i>	7285707	
	<i>A. Research</i>	3339033	
	MD: <i>Tourismo – Mr. Miguel Lobato</i>	7237235	
	<i>Industry – Mr. António da C.</i>		
	NGOs: <i>Haburas</i>		

Project concepts	Agencies responsible	Contact Number	Meeting date
	<i>Halarae, Mr. Paulo A.</i>		
	<i>CARE, Ms. Maria CAGAY</i>		
	<i>TIDs, Mr. Edmundo Viegas</i>		
3. National Conference on Environment	MFAC: <i>Mr. Licinio Branco</i>	7249316	Monday 12 Feb 2007 at 09:00 am NDES Meeting Room
	Academia: DIT – <i>Mr. Estanislau Saldanha</i>	7277999	
	UNTL – <i>Mr. Benjamin Cortereal</i>	3321210	
	NDES		
	DNCF		
	NDMO		
	CDCU		
	MPW/Obras Público		
	NGOs: <i>Haburas</i>		
	<i>Halarae, Mr. Paulo A.</i>		
	<i>CARE, Ms. Maria CAGAY</i>		
	<i>TIDs, Mr. Edmundo Viegas</i>		
7. Formulation of National Policies and Action Plans for implementation of conventions	DNES: <i>Mr. Carlos Ximenes</i>		Tuesday 13 Feb 2007 at 09:00 am NDES Meeting Room
	<i>Mr. Flaminio Xavier</i>		
	<i>Mr. Carlos Conceicao</i>		
	MAFF: <i>Mr. Mario Nunes</i>		
	<i>NFP for LD</i>		
	MTC: Meteorology/ <i>Mr. Terencio M.</i>	7260265	
	Transport/ <i>Mr. Basilio Teixeira</i>	7231066 - 3339320	
8. Improve effectiveness of enforcement of existing environmental laws	NDES		Wednesday 16 Feb 2007 at 09:00 am NDES Meeting Room
	MAFF (DNCF, Agrikultura, Pescas)		
	CDCU		
	ME		
	NDMO/MI		

PROJECT OUTLINE OF ACTIVITIES

1. National Environment Education Curriculum

Introduction

At the NCSA stakeholders workshop held in January 2007 a focus group discussing capacity development for public awareness found that there was a lack of content on specific or general environmental topic at national curricula.

There is reference to environmental issues in the national education curriculum. At the primary level, the Ministry of Education has developed syllabus and for the secondary level the curriculum is adopted from Indonesia. There is, however, a lack of materials for the syllabus and a lack of materials to train teachers to teach on environmental issues. There are training programmes and teacher training, but a lack of materials to incorporate the teaching of environmental issues into these training programmes.

The section in the primary education covers only “me and the environment”, which is the physical environment.

Educating the children from junior school to high school is important for the overall strategy of protecting the environment.

Objective and Tasks

To establish a Working Committee to oversee the implementation of this action plan and with the task of:

- a. Develop a manual at primary education level for students and teachers.
- b. Develop support materials for students and teachers.
- c. Develop training manual and materials for teachers at primary level.
- d. Review actual curriculum and syllabus at both pre-secondary and secondary level.
- e. Design modules and content for secondary level.
- f. Develop training manual and materials for teachers at secondary level.
- g. Assisting in sourcing or providing funding for the above-mentioned tasks; and
- h. Develop materials for non-formal education.

Implementation strategy

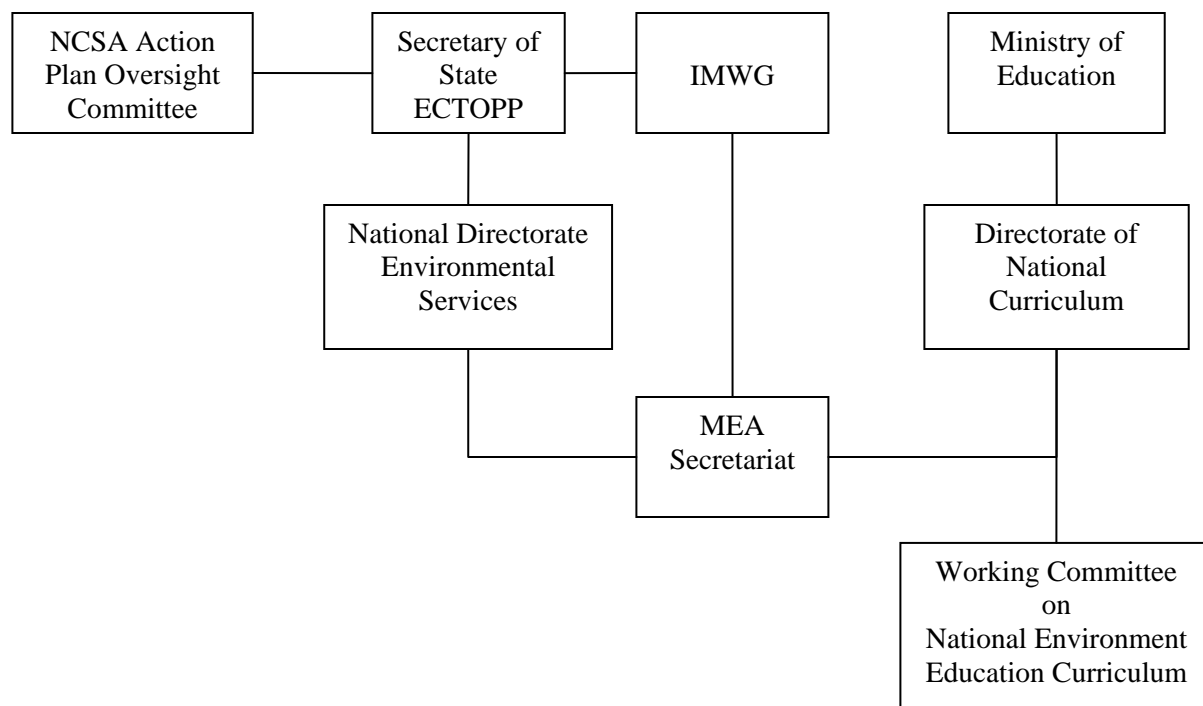
The Working Committee will be formed under the Ministry of Education and will be chaired by the Director for National Curriculum, Ministry of Education. The Working Committee will report on its work to the NCSA Action Plan Oversight Committee.

The schedule of the review and development of materials will coincide with the annual workplan of the Directorate of National Curriculum and the commencement of teacher training and the new academic year.

The Working Committee will seek support from the Multilateral Environmental Agreement (MEA) Secretariat as and when necessary and report the status of its work and progress reports to the NCSA Action Plan Oversight Committee (whose responsibility is to monitor and evaluate the NCSA Action Plan and to report to the Inter-Ministerial Working Group (IMWG). A diagram of the organisational chart is set out below.

The Directorate for National Curriculum will include the work of the Working Committee within the schedule and action programme of the Directorate. The schedule of meetings will be consistent with the programmes for the review and development of the materials and curriculum for primary, pre-secondary and secondary.

The Directorate for National Curriculum will include the work of the Working Committee within its Ministry's national budget and more specifically within the budget of the Directorate.



Responsible Agencies

The Ministry of Education, Directorate for National Curriculum will be the lead agency. The Directorate will seek the assistance and collaboration of the National Directorate for Environmental Services, Ministry of the Interior/National Disaster Management Office, Non-Governmental Organisations, Ministry of Development/Industry Unit, Convention National Focal Points, United Nations Development Programme, and the Capacity Development Coordination Unit.

2. National Public Awareness Programme

Introduction

The NCSA found that there was a lack of coordination among government institutions to develop an integrated approach to raising community awareness.

The assessment also found that local television and newspapers were not proactive in reporting on community environmental issues.

There are currently sector specific public awareness activities. For example, Forestry partners with the Boy Scouts to raise awareness of forest conservation and other forestry issues. Forestry's District Officers also conduct regular training programmes for villages on various issues, such as farming methods, etc.

The dissemination of information is, however, sector specific and any campaign may be duplicated by sector specific activities. While it is recognised that there is benefit to having both general and specific issue publicity campaigns, there are also synergistic opportunities for integrated and collaborative publicity campaigns. This is most important for efficient use of resources.

Objective

To form a national Working Group to oversee the implementation of this action plan and with the task of:

- a. Integrating collaborative publicity campaign to raise public awareness on the Rio conventions objectives and principles;
- b. To link, wherever possible, all aspects of the publicity campaign;
- c. Identify the target audience and produce a comprehensive approach, for example, in dealing with illegal sandal wood logging, to educate the illegal logger, the buyer of illegally obtained sandalwood, the crafts men who work with illegally obtained wood, and the consumer who buys such crafts.
- d. Develop an environment tool kit to identify roles of different stakeholders targeting at individual government agencies whose work are related to environment;
- e. Design and prepare the materials and the medium for delivery of the campaign, for example, radio, television, newspaper, brochures, exhibitions, art, drama, plays, etc.
- f. Oversee the deliver of the publicity;
- g. Establish an appropriate monitoring and evaluation process for the publicity campaign; and
- h. Assist in the sourcing of funding for the publicity campaign.

The Working Group will also oversee the implementation of a Train the Trainers programme to integrate the training of the officers from different agencies, Ministries and NGOs on the objectives and principles of the Rio Conventions, to be delivered when these officers or volunteers deliver training programmes at the village level.

Implementation Strategy and Responsible Agency

NDES, Public Awareness Unit will lead the Working Group, which will comprise officers from MAFF, MI/NDMO, CDCU, MPW and NGOs.

The Working Group will commence meeting in March 2007 and will meet every quarter to set out the plans for their respective Ministry or Directorate or Unit in relation to public awareness activities, training opportunities or planned publicity campaigns.

The proposed Terms of Reference for the Working Group, which are not intended to be exhaustive, are as follows:

- (a) Serve as a focal and coordinating point for public awareness, publicity campaigns, press releases, liaison with mass media and community-based organisations for all Members of the Working Group in relation to environmental issues, particularly those relating to MEAs.
- (b) Serve as an inter-sectoral coordination body to develop cross-training of Ministry officers, to allow officers of one Ministry to deliver public awareness information on behalf of other Ministries, in relation to environmental issues, especially those relating to MEAs.
- (c) Provide overall guidance and coordination for the management of publicity campaigns and public awareness campaigns on the environment and natural resources, especially in relation to MEAs.
- (d) Review the annual workplan or action plans of members of the Working Group to identify and leverage on synergies in the delivery of training, public awareness and publicity campaigns.
- (e) Review and establish policies and guidelines for leveraging on synergies for cooperation and coordination among Ministries in delivering training, public awareness and publicity campaigns in relation to environmental issues.
- (f) Ensure efficient coordination between different institutions and Ministries and consistent application of policies relating to environmental protection and management.
- (g) Serve as focal point to develop national fund for public awareness and terms of reference to access the funds by NGOs, schools and academia.
- (h) Provide guidance and coordination for public awareness and publicity on issues relating to promoting the protection and management of the environment.

It is not envisaged that the Working Group will expand a separate budget on its activities, as its primary function is to coordinate proposed activities and to leverage on economies of scale of planned projects and training opportunities.

The Public Awareness Unit will need to factor into its budget an amount of approximately **\$1,000** per annum to host meetings of the Working Group, for communications and other stationary expenses involved with hosting regular meetings.

3. International Conference on Environmental Issues, Management and Policies in Timor-Leste

Introduction

There is currently no annual conference on environmental issues in Timor-Leste. Timor-Leste has a unique geographical location and is the preserve of many thriving natural habitats of ecologically importance. Its unique setting coupled with a strong desire to increase research and to develop research opportunities, and to attract international researchers, makes Timor-Leste a destination an ideal location to host an international conference on environmental issues, management and policies.

An annual conference could also contribute to increase awareness at the political level, if the delegates participating in the conference could include internationally renowned scientists and academics as well as foreign dignitaries and senior officials from international agencies.

In this regard, Timor-Leste should also seek to host a diplomatic conference for discussion and decisions for a new environmental convention or protocol of one of the three Rio Conventions.

Objective

To plan and organise an annual international environment conference in Timor-Leste.

To lobby for Timor-Leste to host an international diplomatic conference on one of the environment conventions or protocols, for example a protocol to replace the Kyoto Protocol under the UNFCCC.

The objective of the annual international conference are:

- a. To raise Timor-Leste's access to international researchers and research and academic institutions.
- b. To create awareness of areas of potential research in Timor-Leste particularly involving Timor-Leste's unique environmental circumstances and conditions outside Timor-Leste.
- c. To facilitate wider awareness of environmental issues within Timor-Leste and of the environmental conditions in Timor-Leste to the international community.
- d. To establish an annual venue for academic, political leaders, diplomats, international organisations, NGOs and Government agencies to meet and share ideas.
- e. To provide a forum for developing local interest research in UNTL, MAFF and NDES, and to networking for the support of researchers and research institutes of other countries.
- f. To establish international recognition for the annual conference and create multiple downstream benefits.

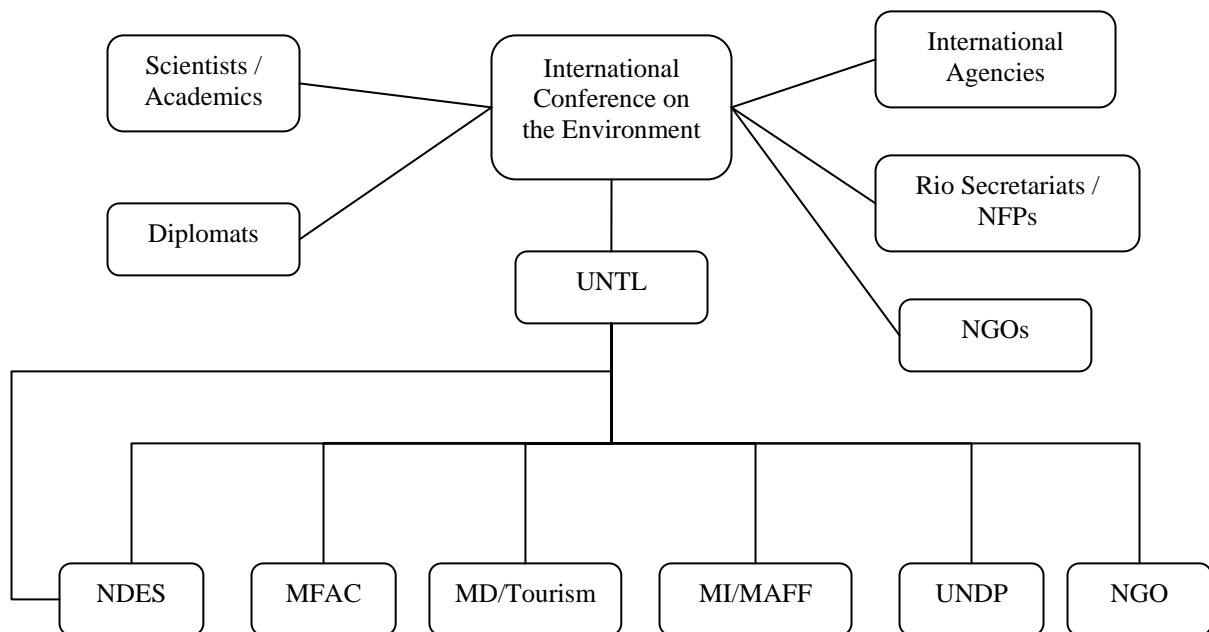
The organiser of the annual conference shall oversee the following tasks:

- a. Invite and coordinate the participation of domestic and international key stakeholders;

- b. Invite key speakers of international reputation and Prime Minister / President to open the conference;
- c. Plan and coordinate the conference with academic institutions both in Timor-Leste and overseas and include international agencies such as UNEP and World Bank, as well as highly globalised NGOs such as ICUN, WWF and Greenpeace;
- d. Invite resident Ambassadors and non-resident Ambassadors;
- e. Ensure the publication of the proceedings and papers of the conference in a journal of international repute (for example one that is linked with a university of good reputation that co-organises the conference or sponsors the conference);
- f. Source for sponsorship of the conference; and
- g. Lobby for domestic and international support to host an international diplomatic conference for an environmental agreement.

Implementation Strategy and Responsible Agencies

The Chairman and lead agency or the committee will be the University National of Timor-Leste (UNTL). UNTL will receive secretariat support from NDES / MEA Secretariat. The key agencies will be NDES, MFAC, Tourism, UNDP and NGOs, with support and contribution from line Ministries such as MAFF and MI/NDMO.



The roles and responsibilities of each member of the committee will be elaborated and confirmed during the inception meeting. The inception meeting will also confirm the budget, funding sources, theme of the conference, participants and the advertisements for the call for papers.

It is intended that one key follow-up and M&E component will be the publication of papers, research activities and other discussions from the conference.

The committee should hold the inception meeting within the month of **March 2007**.

Tentative Agenda for Inception Meeting

The tentative agenda for the inception meeting could be as follows:

- a. Confirm membership of the committee and objectives;
- b. Discuss and confirm role and responsibilities of the committee members;
- c. Discuss and confirm date of conference and schedule of meetings of committee;
- d. Discuss and confirm budget, including registration fee (which may have different tiers, e.g. “early bird rate”, “bulk rate for 4 or more participants”, “students’ rate”, etc;
- e. Discuss and confirm theme of conference; and
- f. Any other business.

The tentative (and non-exhaustive) role and responsibilities of each member of the committee could be as follows:

UNTL

- Chairman of the committee.
- Decide on dates of conference collaborative with other members, with view of attracting academic and scientific participants and speakers.
- Call for papers for speakers and evaluate papers collaboratively.
- Identify referees for selecting speakers and evaluating papers, and editing papers for publication.
- Drafting publicity materials on the conference and supervising distribution to foreign universities and research institutions.
- Coordinate exhibition booths at conference.
- Coordinate and implement publication of conference proceedings.
- Decide on venue and coordinate with NDES on booking venue.

NDES

- Provide secretariat support to UNTL and committee for the organising of the conference.
- Manage, coordinate and supervise the conference coordination officials, rapporteurs and other assistants, e.g. ushers, drivers, etc.
- Establish a conference secretariat with fax machine, internet connection and telephone to support business and other activities and needs of the participants and their families.
- Ensure rapporteurs submit their reports to UNTL evaluators for compilation of daily documentation and final publication. Ensure that the rapporteurs receive endorsement/approval of their reports from speakers and panellists.
- Request funding from UNDP for the organising of the conference as a project of NCSA.
- Ensure attendance of committee members.
- Report status to Oversight Committee and IMWG.
- Consider appointing “Events Management Company” to assist in organising of conference.
- Invite NFPs from other countries, including ASEAN countries.
- Inform Convention secretariats of conference for including in the Schedule of Meetings for UNFCCC, UNCBD, UNCCD, UNEP and NFP’s websites.
- Request Convention Secretariats to fund attendance of NFPs from LDCs.

- Coordinate with UNTL for payment of registration fee, including arrangements for VISA or electronic transfer, etc.

MFAC

- Host “Welcome Dinner” and coordinate with other agencies to host other dinners, if possible.
- Invite diplomats based in Timor-Leste and international aid agencies and request for sponsorship of dinners and sponsorship of costs of organising conference.
- Invite ASEAN counterparts who do not have embassies in Timor-Leste.
- Invite UN officials, UNEP, World Bank, UNFCCC, UNCBD, UNCCD Secretariats, ADB, etc.
- Coordinate with MI on arrival of diplomats.
- Advise and guide on all protocol issues.

MAFF / NDMO / UNTL / NDES

- Coordinate research issues with UNTL, NDES and NDMO.
- Identify potential companies for sponsorship (e.g. fisheries or agriculture) and invite/source for sponsorship.
- Identify NGOs for sponsorship and invite/source for sponsorships.
- Identify potential exhibitors for exhibition booths.
- Provide human resource support for administrative duties and logistic duties such as ushers, conference liaison officials, “rapporteurs” to record proceedings and to man the secretariat for the conference.
- Assist the secretariat to organise hotel accommodations issues, transfers, and to attend to the needs of the participants and their families. (Each agency should contribute at least 5 persons who are able to speak and write English.)

MI

- Arrange visas for participants and partners/families.
- Arrange security for conference, if necessary.

Tourism

- Source and arrange for hotel accommodation
- Arrange tours and cultural experience for participants and families.
- Arrange pick-up of participants and families from airport to hotels.
- Arrange exhibition at conference.
- Appoint travel agencies if necessary.
- Coordinate with NDES on possibility of appointing Events Management Company.
- Identify and invite sponsorships for cultural experience, eco-tourism and other promotional activities.

UNDP

- Consider funding organising of conference as an NCSA Action Plan project.
- Provide guidance on organising of conference.
- Provide networks for inviting and attracting foreign participants, including funding participants from LDC.
- Provide high level attendance at conference, e.g. SRSG, UNEP Representatives, GEF Representatives, etc.
- Sponsor an exhibition booth to feature UNDP projects of relevance.

- Assist in identifying NGOs and community based organisations for participation and sponsorship.

(Note: where ever a guest is invited, the committee should include in the letter the registration fee, as well as a request for sponsorship. The committee should also ensure that there is a payment mode available for foreign participants, e.g. by VISA or American Express.)

Tentative Programme and Budget

The international conference should be three days, with the fees covering tea breaks and lunch. The participants should be encouraged in promotional materials to bring their partners and family. The cost of the partners and families should be borne separately from the participants' registration fee. The events and tours organised for the participants and family should incur a separate charge and not be exorbitant.

The suggested programme could be as follows:

Day 0

Welcome dinner (hosted by Ministry of Foreign Affairs and Cooperation)

Day 1

Welcome Address (Minister for Education or Secretary of State)

Keynote Address (President or Prime Minister)

Keynote Speaker (covering international issue)

Panel Discussion (covering implications in domestic context)

Day 2

Plenary speaker (Timor-Leste's context in comparison with international context)

Panel Discussion

Plenary speakers (international or Timor-Leste's context)

Panel Discussion

Day 3

Plenary speaker (ideally should have local expert deliver paper)

Panel Discussion

Short presentations by Government agency research units and UNTL

Closing Address by Guest of Honour

- Events and tours:
 - Within the three day conference, tours should be organised for participants and their families.
 - These tours should be financed by the participants and their families or sponsored by NGOs.
- Lunches
 - The committee should consider approaching private companies to sponsor the lunches for the participants (with a small charge for their accompanying family).
 - These lunches could be marketed to companies as opportunities to showcase what they are doing in Timor-Leste, e.g. Sunshine, SPC, Pertamina, and other companies dealing with fisheries.
 - The lunches may also host guest speakers sometimes called "Power Lunches" where topics of interest on the sideline s of the conference can be presented. If

these presentations are “commercial”, the company should sponsor the lunch or be required to pay a fee.

- **Dinners**
 - The dinners should be attractive affairs. Ministries should sponsor the dinners and use these as opportunities to feature their areas of regulation to attract interest in the work that they do.
 - The committee may consider inviting Embassies or their aid agencies to host the dinners.
 - In any event, individual invitation cards should be prepared for each participant and their partner for the dinners.
 - The dinners should also present a cultural experience for participants and their families. Where the dinners are cultural events, a charge could be imposed on participants and their families to recover costs.
 - The dinners may also be sponsored by companies or NGOs with the same objective of featuring their work or concern for environmental issues.
 - The dinners should always be attended by a Guest of Honour.
- **Exhibition booths**
 - The committee should make effort to involve community-based organisations or NGOs to exhibit their projects at exhibition booths. A cost-recovery fee can be imposed (which can also be waived) for this.
 - NDES, MAFF, MI/NDMO, UNTL should also exhibit their research and community projects.
 - Tourism should also have an exhibition and invite tour agencies and other companies to feature their products at the booths. A fee should be imposed on these companies as they are “commercial” endeavours.

Estimated Income and Expenditure:

Expenditure	Items	Amount
1	Cost of six invited speakers for three day conference ((\$450 (DSA) + \$2,500 (airfare) + \$30 (visa)) x 6)	\$17,880
2	Cost of premises for three days (\$500 x 3)	\$1,500
3	Cost of refreshments and lunch for three days (\$25 x 500 persons)	\$12,500
4	Cost of stationary for 500 participants (papers, folders, pencils) (\$20 x 500)	\$10,000
5	Cost of organising secretariat (communications, stationary)	\$10,000
6	Cost of publication of proceedings and papers (1,000 copies x \$10)	\$10,000
7	Cost of souvenirs (\$10 x 500)	\$5,000
	Total	\$66,000
Income	Item	Amount
1	Conference registration fee for internationals (\$500 per person x 250)	\$125,000
2	Conference registration fee for nationals (\$10 per person x 250)	\$2,500
3	Exhibition booths (\$50 per day x 3 days) for 5 organisations	\$750
4	Sponsorship from IGOs or NGOs for cost of Secretariat (advance)	\$10,000
5	Sponsorship from private sector, companies for hosting of lunches	\$12,500

- 4. Access to Financing and Financial and Project Management Training**
- 5. Build Capacity for Research, Monitoring and Evaluation**

Introduction

It was found, during the NCSA that Timor-Leste suffered from limited human capacity to access funding from the three Rio Conventions, it lacks a streamlined process to allocate funding for projects and there were inefficient and undue bureaucratic processes for planning and accessing the national budget for mitigation / protection of the environment.

It was also found that while there was existing research and research units (for example in MAFF), as a whole, Timor-Leste suffered a lack of capacity for research, monitoring and evaluation and there was poor integrated research between international and local researchers, and an underdeveloped system for research, monitoring, evaluation as well as data management (or knowledge management).

By being a party to the Rio Conventions, UNFCCC, UNCBD and UNCCD, Timor-Leste, as an LDC, has access to possible funding from a variety of sources, including GEF, other countries, private companies and NGOs. For example, Timor-Leste could apply to be a member of the UNFCCC and UNCBD Small Grant Programme which is administered by GEF, to encourage community-based projects that are consistent with the objectives and principles of the two Conventions. Timor-Leste could also have access to researchers and research facilities from other Member countries.

There is, however, a lack of the skills to plan and effectively implement as well as provide monitoring and evaluation to programmes that are capable of drawing on these funds.

There is also a need to upgrade the research capabilities and knowledge management/knowledge sharing.

The CDCU does have a system to link Ministries to training opportunities, or to identify training requirements from Ministries and source training opportunities to meet those needs. The CDCU also sources for funding to provide the training from various donor countries or agencies.

The NDES and the Ministry of Foreign Affairs and Cooperation have information on technical cooperation opportunities and training or capacity building opportunities from MEAs, GEF, and other related international agencies.

In addition, NDES also has access to MEA related training and capacity building opportunities.

Objective

To establish an institutional structure and plan to deliver training and skills upgrading for officers in various related agencies so that they can draft project proposals, oversee the implementing of the projects and effectively manage the budget and financing of the projects.

To develop and strengthen capacity for conducting research, monitoring and evaluation across the three Conventions.

To establish an institutional approach to monitor and evaluate projects.

Implementation strategy

NDES and CDCU will form a small focus group that will meet twice yearly, in May and in November to work out training plans and coordinate with Ministries to implement those training plans.

The capacity building opportunities could include, sending officers to attend meetings and negotiations, providing officers on secondment to international agencies or the secretariats of MEAs and attending training workshops and seminars.

In addition to NDES and CDCU, as and when necessary, the NGO unit in the Ministry of Planning and Finance will be invited to attend to provide opportunities for NGOs to participate in these capacity building opportunities. The Ministry of Foreign Affairs and Cooperation will also be invited to provide inputs as there are occasions where technical cooperation opportunities are delivered directly to the Ministry.

The objective of the focused working group will be to establish a system of meeting regularly to plan the capacity development of line Ministries who have a stake in the management or protection of the environment, and to fulfil the objectives.

Strategic areas to be addressed include the limited skills in inventory, monitoring and assessment, and the lack of a knowledge management system.

In the meantime, the focused working group could concentrate on the following priority area:

- A series of short-term training courses to be organised within the country for different target groups on monitoring and evaluation.
- A series of short-term training courses for researchers to become research managers or research analyst.
- Specialised long-term training in taxonomy, botany, ecology and marine biology, climatology, agronomy, GIS.
- Training of Wildlife Personnel of relevant institutions, NGOs, and Academia.
- Undertake short training course in data and information management and policy communication (knowledge management training and installation of infrastructure).
- Networking and information sharing through attendance at meeting or secondments.
- National and International Conference, Seminars and workshops (see proposal on international conference).

It is not envisage that this small focus group will expand an amount other than the hosting of regular meetings. The focus group will however need to identify training opportunities and to submit a budget for stakeholder Ministries to set aside for the training of their officers.

The list of possible training opportunities by attendance at international meetings and the estimated budget required is set out in the following table (below).

International Training Opportunities:

Date	Event	Venue	Organizer	Budget
19 Feb - 23 Feb 2007	Third meeting of the Ad Hoc Open-ended Working Group of Legal and Technical Experts on Liability and Redress in the context of Protocol	Montreal, Canada	CBD	US \$ 10,000
26 Feb - 28 Feb 2007	SIDS Expert Meeting on Adaptation, Part II for Pacific and Indian ocean SIDS	Rarotonga, Cook Islands	UNFCCC	US \$ 5,000
26 Feb - 28 Feb 2007	Third Coordination Meeting for Governments and Organizations implementing and/or funding Biosafety Capacity-building Activities	Lusaka, Zambia	CBD	US \$ 8000
1 - 2 March 2007	UNEP - World Wildlife Fund (WWF) symposium on "Disciplining Fisheries Subsidies: Incorporating Sustainability at the WTO and Beyond"	Geneva, Switzerland	UNEP	US \$ 10,000
01 Mar - 03 Mar 2007	Eight meeting of Consultative Group of Experts on National Communications from NAI Parties (CGE)	Belize City, Belize	UNFCCC	US \$ 10,000
07 Mar - 09 Mar 2007	Second workshop on reducing emissions from deforestation in developing countries	Cairns, Australia	UNFCCC	US \$ 5,000
07 Mar - 22 Mar 2007	Fifth session of the Committee for the Review of the Implementation of the Convention (CRIC 5)	Buenos Aires, Argentina	UNCCD	US \$ 10,000
12 - 16 March 2007	18th session of the FAO Committee on Forestry (COFO)	Rome, Italy	FAO	US \$ 10,000
27 Mar - 29 Mar 2007	Mayors Meetings on the Contribution of Cities to the Achievement of the 2010 Biodiversity Target	Curitiba, Brazil	CBD	US \$ 10,000
01 Apr 2007 <i>To be confirmed</i>	Regional Workshop for Asia and Pacific on implementation of the programme of work on Protected Areas and Capacity-building	To be decided	CBD	
2 - 5 April 2007	Eighth session of the	Brussels,	Intergovernmental	US \$ 10,000

Date	Event	Venue	Organizer	Budget
	Intergovernmental Panel on Climate Change (IPCC) Working Group II	Belgium	Panel on Climate Change	
16 Apr - 18 Apr 2007	Second International Meeting of Academic Institutions and Organizations Involved in Biosafety Education and Training	Kuala Lumpur, Malaysia	CBD	US \$ 4,000
20 - 21 April 2007	International Environmental Law Research Centre workshop on Legal Aspects of Water Sector Reforms	Geneva, Switzerland	Environmental Law Research Centre	US \$ 10,000
7-18 May 2007	Twenty-sixth sessions SBSTA and SBI	Hotel Maritim, Bonn, Germany	UNFCCC	US \$ 10,000
16-17 May 2006	Third workshop under Dialogue on long-term cooperative action to address climate change by enhancing implementation of the Convention	Hotel Maritim, Bonn, Germany	UNFCCC	US \$ 10,000
16 May - 17 May 2007	Meeting of the Biosafety Clearing-House Informal Advisory Committee (BCH-IAC)	Montreal, Canada	CBD	US \$ 10,000
28 May - 01 Jun 2007	Ad Hoc Technical Expert Group on the Review and Implementation of the Programme of Work on Forest Biodiversity	Rome, Italy	CBD	US \$ 10,000
3-15 June 2007	14th Meeting of the Conference of the Parties to Convention on International Trade in Endangered Species of Wild Fauna and Flora	The Hague, Netherlands	CITES	US \$ 10,000
1 - 5 July 2007	21st Annual Conference of the Society for Conservation Biology (<i>to see how an international conference is organised</i>)	Port Elizabeth, South Africa	Nelson Mandela Metropolitan University	US \$ 8,000
01 Jul 2007 <i>To be confirmed</i>	Workshop on criteria and classification	Portugal (Venue to be confirmed)	CBD	US \$ 10,000
02 Jul - 06 Jul 2007	Twelfth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA-12)	Paris, France	CBD	US \$ 10,000

Date	Event	Venue	Organizer	Budget
09 Jul - 13 Jul 2007	Second Meeting of the Open-ended Working Group on Review of Implementation of the Convention (WGRI-2)	Paris, France	CBD	US \$ 10,000
03 Sep - 07 Sep 2007	Fifth meeting of the Ad Hoc Open-ended Working Group on Access and Benefit-sharing (WGABS-5)	Montreal, Canada	CBD	US \$ 10,000
10 Sep - 14 Sep 2007	Fifth meeting of the Ad Hoc Open-ended Working Group on Article 8(j) and Related Provisions (WG8J-5)	Montreal, Canada	CBD	US \$ 10,000
17 Sep - 21 Sep 2007	Fifth meeting of the Ad Hoc Open-ended Working Group on Article 8(j) and Related Provisions (WG8J-5)	Montreal, Canada	UNFCCC	US \$ 10,000
17 - 21 September 2007	9th International Conference on the Ecology and Management of Alien Plant Invasions	Perth, Australia	Congress West Pty Ltd	US \$ 5,000
2 - 4 October 2007	Expert Workshop on ecological criteria and biogeographic classification systems for marine areas in need of protection	S.Miguel Island, Azores, Portugal	CBD	US \$ 10,000
8 - 12 October 2007	Fifth meeting of the Ad Hoc Open-ended Working Group on Access and Benefit sharing (WGABS-5)	Montreal, Canada	CBD	US \$ 10,000
22 Oct - 26 Oct 2007	Fourth meeting of the Ad Hoc Open-ended Working Group of Legal and Technical Experts on Liability and Redress in the context of the Protocol	Montreal, Canada	CBD	US \$ 10,000
03 Dec - 14 Dec 2007	COP 13 and COP/MOP 3 <i>Conference of the Parties (COP), Thirteenth session and Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol (COP/MOP), Third session</i>		UNFCCC	
21 - 25 January 2008	Sixth meeting of the Open-ended Working Group on Access and Benefit-sharing (WGABS-6)	Montreal, Canada	CBD	US \$ 10,000
22 - 23 January 2008	Meeting of the Biosafety Clearing-House Informal Advisory Committee (BCH-IAC)	Montreal, Canada	CBD	US \$ 10,000

Date	Event	Venue	Organizer	Budget
11 - 15 February 2008	Second meeting of the Ad Hoc Open-ended Working Group on Protected Areas (WGPA-2)	FAO, Rome, Italy	CBD	US \$ 10,000
14 - 15 February 2008	Liaison Group on Capacity-building for Biosafety	Montreal, Canada	CBD	US \$ 10,000
18 - 22 February 2008	Thirteenth meeting of the Subsidiary Body on Scientific, Technical and Technological Advice (SBSTTA-13)	FAO, Rome, Italy	CBD	US \$ 10,000
12 - 16 May 2008	Fourth meeting of the Conference of the Parties serving as the Meeting of the Parties to the Cartagena Protocol on Biosafety (COP/MOP-4)	Bonn, Germany	CBD	US \$ 10,000
19 - 30 May 2008	Ninth meeting of the Conference of the Parties to the Convention on Biological Diversity (COP-9)	Bonn, Germany	CBD	US \$ 10,000

PROJECT CONCEPTS NOT PROCEEDED WITH (For Information)

7. Formulation of National Policies and Action Plans on the Implementation of UNFCCC, UNCBD and UNCCD

6. Project Concept to Build Capacity for Technology Transfer

Introduction

The NCSA identified as a capacity constraint or weakness the fact that there are no national policies for the implementation of the Rio Conventions. There is no specific legislation that gives effect to the objectives and principles of the conventions, although there are already several pieces of legislation that deal with various issues that are closely related with the conventions. To a large extent these relevant laws were implemented by either the Indonesian Administration or UNTAET, both of which had the Rio Conventions in mind when drafting those laws.

The NCSA recommendations and the findings of the National Workshop to brainstorm for possible activities to deal with capacity constraints highlighted that the following was urgently needed:

- a. Develop national environmental strategy;
- b. Develop national biodiversity conservation strategy;
- c. Develop national climate change adaptation and mitigation strategy; and
- d. Develop national strategy to combat land degradation.

Although a national strategic land management policy is currently awaiting approval, the other strategic policies have yet to be considered.

In addition, the NCSA identified that there is an inadequate enabling environment for technology transfers in Timor-Leste. The cause of this capacity constraint is numerous and multi-disciplinary and includes, a lack of national policies for the implementation of three Conventions, lack of a legal framework for intellectual property rights protection, and the lack of a framework for the protection of data and the exchange of information.

Objectives

To draft national strategies for climate change and for biodiversity conservation.

To conduct a baseline study (inventories for climate change and mapping for biodiversity) before undertaking the process of drafting the national strategies and action plans or as a preliminary stage to the process of drafting the national strategy and action plan.

To identify appropriate technology and develop enabling environment for technology transfer across the three Conventions, and to comply with international best practices, and the training needed to meet this growth area (please see Project Concept to Build Capacity for Research, Monitoring and Evaluation).

To develop a legal framework (including policies, legislation and enforcement) to establish an environment conducive to technology transfer, including, an intellectual property regime, connected with investment law (and incorporated within the forthcoming National Development Plan and sectorial investment programmes).

Implementation strategy and Responsible Agencies

The strategic areas to be addressed include the identification of appropriate technology needed and inadequate human resources capacity in development of enabling environment for technology transfers.

Contemporaneous with the identification of technologies, etc, is to also develop the legal framework to facilitate, regulate and protect technology transfer.

NDES to establish a sub-committee within the IMWG to review and oversee the implementation of these objectives. The sub-committee should report regularly to the IMWG, including the steps and recommendations for a strategy to implement the development of capacity to facilitate technology transfers.

The priority areas that the sub-committee could review and seek to implement are as follows:

- Short-term training courses to be organised within the country to identify appropriate technology needed for Timor Leste in the implementation of the three conventions.
- Long term training in legal system for technology transfer e.g. laws and regulation, market mechanism for technology transfer, etc.
- Short term training in formulation of strategy and action plan to adopt appropriate technology and information sharing e.g CHM.
- Short term training to develop capacity of relevant institution for the formulation of immediate legal and regulatory for adoption and transfer of technology across the three Conventions.
- Establish international and regional networks for sharing best practices, information and technology transfer.

The objectives and aim of this project concept should be overseen by the Inter-Ministerial Working Group (IMWG) and implemented within the workplan and terms of reference of the IMWG with assistance from the MEA Secretariat.

Conclusion

Not proceeded with because consideration will be given during preparation of the NAPA under UNFCCC, SLM for UNCCD and NBSAP for UNCBD.

8. Improve Effectiveness of Enforcement of Existing Environmental Law

Introduction

The NCSA determined that while there are existing laws that protect the environment, these laws are not adequately enforced. In some instances, they are not enforced at all.

One of the principle difficulties is that officers from the line agencies do not have any legal training and are able to prepare for prosecution by the state prosecutors. For the prosecution of offenders, the national police have to investigate and submit its investigations to the state prosecutor. This often takes time and resources.

Objectives

The objectives that this Project Concept seeks to achieve are divided into three parts.

- a. In relation to drafting of laws and policies:
 - i. To review the existing laws and to consider consolidating and rationalising laws to give comprehensive effect to the implementation of Rio Conventions;
 - ii. To review and improve the enforcement process, such as powers to collect evidence and take statements, power to seize and make arrests and powers to prosecute;
 - iii. To draft national strategies and policies as well as an action plan for climate change mitigation and adaptation and biodiversity conservation; and
 - iv. To promote and ensure community participation in the development of strategies and policies.
- b. In relation to enforcement of the laws:
 - i. To improve and increase socialisation and sensitisation programmes to promote compliance with the laws;
 - ii. To strengthen cross-sectoral coordination in law enforcement processes;
 - iii. To review with aim to increase/develop proper training programs for officials from all relevant sectors; and
 - iv. To provide scholarship programs for officials from all related departments on environmental law and policies, including enforcement and prosecution training.
- c. In relation to increasing publicity:
 - i. To coordinate efforts with the National Working Group on Public Awareness to ensure that a component highlighting punishment or fines or other enforcement action is also included in the campaigns; and
 - ii. To Increase public awareness on environmental policies.

Conclusions

This project should be considered again at a later stage by the Oversight Committee.

TERMS OF REFERENCE

NCSA ACTION PLAN OVERSIGHT COMMITTEE

Background

Timor-Leste has acceded to the UN Framework Convention on Climate Change (UNFCCC), the UN Convention to Combat Desertification (UNCCD), and the UN Convention on Biological Diversity (CBD). In September 2005, Timor-Leste launched the National Capacity Self-Assessment (NCSA) Project.

The objective of the NCSA was to conduct a comprehensive examination of the country's capacity to implement obligations under the conventions, to analyze the strengths, capacity constraints and to suggest opportunities to develop capacity. The NCSA also sought to identify possible synergies and cross-cutting issues in their capacity needs, and to subsequently prioritize these needs.

The NCSA identified capacity needs under the three thematic assessments, prioritized those needs and grouped the needs into capacity areas. These areas were then cross-referenced between the three thematic assessments.

The identified capacity constraints were subsequently grouped into key capacity areas to facilitate brainstorming for solutions. The capacity needs and key capacity areas were presented at a national workshop of stakeholders held on 24 and 25 January 2007. The stakeholders were invited to brainstorm for solutions to the capacity constraints and to suggest capacity building opportunities that could be translated into a practical and workable action plan. The participating stakeholders also identified the participation of various agencies in each of the projects discussed.

The solutions suggested at the stakeholders' workshop were developed into project concepts and further meetings and discussions were held in February 2007 to develop the project concepts and to incorporate them into a national action plan.

The action plan was expected to produce the following outcomes:

- Build national capacity to take into account or to incorporate issues relevant to the three conventions in national development plans and sector investment programs;
- Establish systemic and institutional solutions to coordinate and harmonize overlapping laws, projects and mandates among the three conventions and the agencies tasked with implementing aspects of the objectives and obligations under the conventions, with the overriding aim of ensuring the implementation of an effective national mandate to promote sustainable utilization of natural resources;
- Enhance general domestic awareness and knowledge, at all levels, about the three conventions and their inter-relationship; and

- Strengthen dialogue, information exchange and cooperation among all relevant stakeholders including governmental, non-governmental, academia and private sectors.

An important aspect of the NCSA process is the monitoring and evaluating of the progress of implementing the action plan. An Oversight Committee is therefore required, to ensure there is a process of monitoring and evaluation of the progress and implementation of the action plan.

The Oversight Committee should have the following broad mandate:

- To oversee the implementation of the action plan.
- To monitor and evaluate the implementation of the action plan.
- To assist where possible in resolving issues that arises in relation to the implementation of the action plan.
- To submit periodic reports on the progress of the implementation of the action plan to the Inter-Ministerial Working Group (IMWG) on Environmental Coordination, Natural Resource Management and MEAs.

Task and Responsibilities

In view of the broad tasks, the Oversight Committee will have the following tasks and responsibilities, which are not intended to be exhaustive:

- (a) Serve as the principal entity to oversee progress of implementation, evaluation of implementation of the various projects under the action plan.;
- (b) Provide overall guidance and coordination for evaluating the projects implemented under the action plan;
- (c) Oversee the organizing of periodic review of the projects under the action plan, with the first review to commence within six months of the commencement of the action plan and a national workshop to present the progress of implementation and first periodic review within twelve months of commencement of the action plan;
- (d) Oversee any revisions of the action plan;
- (e) Oversee the evaluation for future projects under a revised action;
- (f) Report periodically to the IMWG on the progress, evaluations, and key indicators (if any) relating to the projects; and
- (g) Assist the project teams where ever necessary with guidance on the scope of the review, monitoring and evaluation of the projects.

Terms of Constitution

The Oversight Committee will be supported by a Secretariat to the IMWG, which will be located under the purview of the Secretary of State for Environmental Coordination, Territorial Ordering and Physical Development.

The Oversight Committee will be chaired by the Secretary of State and comprise two members: a member of the Parliamentary Commission on Agriculture and Environment and Member of the National Parliament and UNDP's Head of Environment and Natural Resource Unit.

The Oversight Committee may, as it deems fit, co-opt any other person on an ad hoc or tenured basis to membership of the Committee.

Annual Budget

The Oversight Committee is envisaged to be required to meet not more than three times each year. The first meeting is to review the progress of the projects and set the agenda and schedule for the first periodic review. The second meeting will be to review the outcomes of the first periodic review and to plan the agenda and schedule for the first annual workshop. The third meeting will be to review the outcomes of the first annual workshop.

The tentative budget for the Oversight Committee is **US\$10,000** per annum to cover meetings of the Committee, the organizing of the annual national workshop and for other miscellaneous expenses associated with the meetings and workshop.