United Nations Development Programme  
UNDP Sub-Office, Honiara  
Solomon Islands

<table>
<thead>
<tr>
<th>BACK TO OFFICE REPORT (BTOR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Submitted by: Jacob Zikuli</td>
</tr>
<tr>
<td>Title: Project Manager</td>
</tr>
<tr>
<td>Date Submitted: 27th September 2011</td>
</tr>
<tr>
<td>TA Serial Number:</td>
</tr>
</tbody>
</table>

1. **Practice Area**: Sustainable Environmental Management

2. **Service Line(s)**: Community capacity development to adapt to environmental changes and demands on natural resources

3. **Mission Period (incl. of travel days):**
   - **From**: 11th Sep 2011
   - **To**: 16 Sep 2011

4. **Type of Service/Mission**
   - Advocacy
   - Analysis
   - Policy Advice
   - Programme / Technical Backstopping
   - Resource Person
   - Regional Technical Consultations
   - Training / Capacity Development
   - Others (specify):

5. **Client(s)**
   - Provincial Governments

6. **Purpose of Mission**:
   - To provide to provincial premiers an overview of the UNDP and Government’s (national and International) Policy / Strategic plan on mainstreaming of environmental sustainability and sustainable energy
   - To introduce to the provincial premiers the AF-SWOCK project objectives and nature of its implementation
   - To discuss with the premiers and PS strategies in addressing issues that may hinder the implementation of AF-SWOCK project at provincial level

7. **Documents, Materials, Resources from Mission**
   - AF - SWoCK project concept presentation
   - AF project and mission feedback presentation

8. **Mission Member(s) (include consultants if any)**
   - Jacob Zikuli, Project Manager (11-16 Sep)
   - Mary Ramosaea, Project Assistant (11-16 Sep)
   - Chanel Iroi, US-MECDM (11-16 Sep)
   - Douglas Yee, Director CDD, MECDM (11-16 Sep)
   - David Hiriasia, Director SIMS, MECDM (11-16 Sep)
   - William Okekini, Planning Officer, MAL (11-16 Sep)

9. **Brief Summary of the Mission**
   **9A. Findings**
   1. Project team and partners participated in the Premiers Environment Roundtable which was held for the first time in Gizo.
   2. Project team participated in the Western Province Environment awareness talks on Tuesday 12th sessions. A presentation was conducted by MAL representative (Willie Okekini on climate change and agriculture. other western provinces heads of divisions presented their specific environmental related themes. Issues found among the presentions include: 1) environment and health, 2) agriculture and food security, 3) environment law and enforcement capacity, 2) deforestation, 3) natural resource management, 4) waste management, 5) community policing and environment, 6) community based resource management, 7) environment and livlihood.
   2. Premiers round table meeting on Wednesday agreed to continue this kind of environment roundtable yearly basis. a joint communique was discussed and drafted and then signed by all provincial premiers on the last day of the round table meeting, the communique highlighted the need to create an enabling environment at all level of governance for CBRM. In addition develop a dialogue and have agreed to, 1) convene the premiers/mayor environment climate change round table on annual basis, 2) develop environment ordinances, 3) explore an opportunity for effective coordination through agency agreements between provinces and line ministries, 4) mainstream environment and
climate change issues into provincial development plans, 5) call for an urgent establishment of environment and climate change officers in the provinces, 6) seek formal partnership for climate change and environment programmes and initiatives, 7) promote climate change and environment programmes through civic education, 8) facilitate mechanisms to include appropriate livelihood options to complement environment and climate change programmes.

3. AF project team briefed on the project to all premiers. Presentation on lessons learnt during the provincial leaders AF SWoCK project awareness and consultation was also presented. A discussion on the establishment of the provincial climate change steering committee have agreed for all provinces to have one, however, each provinces may vary on how it would set up and function. Premier of Temotu raised asked how the project select targeted provinces. Frank Wickham, who was involved in developing the project, explained the criteria of selection, mentioning that severeness of vulnerability like population pressure, and availability of the other funds were taken into consideration. He, however, commented that some provinces like Renbel was not included and also considered as highly vulnerable.

4. There were a number of questions raised on food security by premiers, including potential of coconut and copra industry, shifting people's diet to import foods, effectivity of government's rice production initiative, linkage between provincial government and MAL.

9B. Results Achieved (concrete outputs)
1. The roundtable enabled UNDP and project team to have a contact to all provincial leaders. Especially it was good to gather all provinces and city mayor and have common understanding of setting up provincial climate change steering committee under AF SWoCK project.
2. It was observed that the priority environment issue is different among province and the level of initiative to address these issues varies.
3. Reconfirmed the necessity and importance of staffing environment officers in each provinces which AF would contribute.

9C. Expected Outcome(s) and Impact
1. Gain knowledge of local context of environment challenges and issues particularly for provinces to be directly involved in the AF SWoCK project implementation
2. Gain Knowledge of the provincial level profiles and plans for the AF SWoCK project support required.
3. Strengthening the relationship among the project team and Provincial leaders.

10. Key counterpart(s) and persons you met in each location and their contact details:
Name: Honourable premiers and City Mayor
Provincial secretaries of all provinces
Hon. Gordon Darcy Lilo, Minister of Finance and Member for Gizo Kolombangara
PS, US and MPGIS staffs

Contact Information:

11. Follow-up Action Matrix

<table>
<thead>
<tr>
<th>Actions to be taken</th>
<th>By Whom</th>
<th>Expected Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Province trips to conduct further consultation on PCCSC set up</td>
<td>AF project team and partners</td>
<td>October</td>
</tr>
<tr>
<td>PMU to prepare ToRs for PCCSC function and discuss with provincial leaders. Also to see how to collaborate with existing provincial environment committees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provincials trips to further identification of targeted communities</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

12. Distribution List (BTOR sent to):
DRR, PS, Programme analyst, Programme Team Leader AF SWoCK project assistance, SWoCK project implementing partners
### 13. Attachment

1. Roundtable Agenda
2. AF SWoCk project concept presentation
3. Lessons learnt presentation
**Instructions for Completing the BTOR Template**

The purpose of the BTOR is to provide brief information (with appropriate links to detailed analytical report, contacts, lessons learned, actions to be taken, impacts, achievement, etc.) on the missions undertaken by staff at the RCC/RCB. This intends to serve the need of management, input to knowledge development, facilitate compilation for reporting and serve clients and target audiences.

The BTOR should be no more than 2 pages. All relevant and supporting documents should be linked or attached.

1. **MYFF Practice Area:** Indicate Practice Area, as given in the MYFF.
2. **MYFF Service Line(s):** Indicate the corresponding MYFF service-line(s). If applicable, indicate cross-practice.
3. **Mission Period:** Indicate date of departure and return, inclusive of travel days.
4. **Type of Service/Mission:** Check one or more boxes as applicable and provide details of the mission under (6) Purpose of Mission
5. **Clients:** Indicate clients who requested and/or benefited from the service(s), if applicable (COs, external partners, governments, RCC, RCB, BDP, RBAP, etc).
6. **Purpose of Mission:** Provide brief bullet-points on purpose of mission (extract from TOR if available). If previous mission has been undertaken, indicate when, for what purpose and any outputs that may have been produced.
7. **Documents, Materials, Resources from Mission:** List and attach any key documents, materials, or resources received/prepared for the mission.
8. **Mission Member(s):** List all members of the mission, including consultant(s), if any, and their roles or responsibilities during the mission and for any expected outputs.
9. **Cost(s):** Indicate cost per person per day, including travel time, **FOR RCC STAFF ONLY.** Also indicate total cost, if more than one RCC/RCB staff member, e.g. $400/person/day x 2 days x 2 staff = $1600.
10. **Brief summary of the mission:** Indicate main findings, key results achieved (concrete outputs/deliverables), expected outcomes/impact in terms of programme development, partnerships, policy changes, etc.
11. **Key counterpart and persons met:** Provides links to or attach detailed mission report, including persons met with contact details, meetings attended, lessons learned, actions taken and follow-up, reference to previous missions, etc.
12. **Follow-up Action Matrix:** Indicate main actions to be taken by different stakeholders (e.g. COs, RCC, RBAP, etc) with expected completion dates for each.
13. **Distribution List:** Indicate recipient(s) of BTOR.