

**Pilot Program for Climate Resilience (PPCR)
Terms of Reference and Budget for Phase 1
Pacific regional pilot
For submission to MDB Sub-committee**

Background

1. The Pilot Program for Climate Resilience (PPCR) is the only adaptation window of the Climate Investment Funds (CIF). The PPCR will be transformational by piloting approaches for integration of climate risk and climate resilience into core development planning and budgeting, and to strengthen related capacities at the national and regional levels. The program aims to provide incentives for scaled-up action and transformational change, and to enable sharing of lessons and good practice at country, regional and global levels. PPCR activities will complement and build on existing country- and development partner- funded activities, thereby avoiding duplication and overlap.

2. The PPCR will be implemented in two overlapping phases. Phase 1 will undertake initial institution-strengthening and capacity-building activities and design a Strategic Program for Climate Resilience (SPCR). It will involve: (i) a stocktaking of the country situation (including progress in considering climate resilience in development planning & investments; other ongoing and planned programs, and linkages to disaster risk management issues); and (ii) an assessment of the country's readiness to accelerate this process with PPCR support and define gaps and needs to formulate the Strategic Program (analyses, consultations, essential immediate capacity building, and other processes). In Phase 2, the Strategic Program will be implemented.

Pacific context for climate resilience

3. The Pacific Developing Member Countries (PDMCs) are confronted with extraordinary climate change challenges. They face dire and immediate consequences- from sea-level rise and inundation and extreme weather events to the changing distribution of disease vectors- that are markedly disproportionate to their contributions to greenhouse gas emissions. Climate change can compromise prosperity, stability and security. The potential impacts on food production, land and marine resource use, as well as damage to infrastructure, water resources, and human health could result in economic losses and even migration, both internally and externally. Women and children are at the greatest risk from these impacts. Responding to this challenge through effective adaptive planning and responses, at the country and regional levels, is a critical priority yet awareness, capacity and institutional strength to undertake this is limited. In 2009, Pacific forum leaders reiterated their call to the world community to exert a collective effort to support implementation of the Niue Declaration by committing to a Pacific-tailored response to address climate risks. Donor support is required, and should be closely coordinated with emerging national and regional plans for climate change adaptation and associated disaster risk management.

Regional PPCR Pacific pilot: Objective, components and MDB responsibilities

4. The objective of the Regional PPCR Pacific pilot is to build resilience to climate change impacts in PDMCs by:

- (a) implementing adaptation measures that are integrated into core development planning and budgeting;
- (b) scaling up investments in priority and/or vulnerable areas and sectors; and
- (c) strengthening regional cooperation to support in-country climate risk management capacity.

The Pacific regional pilot has four components:

(a) country-specific components in three countries Papua New Guinea [PNG], Tonga [TON] and Samoa [SAM]; and

(b) a region-wide [REG] activities component which covers the 14 ADB Pacific Island Developing Member Countries (PDMCs).

5. Three countries were selected¹, and invited, to participate in the PPCR as pilot countries. Country acceptance was confirmed by the PPCR Sub-committee. Under an agreed division of labor between the implementing MDBs the Asian Development Bank (ADB) and the World Bank Group (WBG), ADB is leading in PNG and TON, while WB leads in SAM. Individual country activities will not be exclusively the domain of one MDB; rather both ADB and WBG will participate fully in all components. The rationale for this joint yet differentiated responsibility is the specific Pacific context of geographical dispersion, small island states with limited populations, and differentiated strategic engagement by the MDBs in the individual PDMCs. The REG component is being undertaken jointly by ADB and WBG, with ADB in the administrative lead. Pacific regional organizations working on climate change issues, particularly PIFS/SPREP but also SPC and SOPAC, will also be closely involved in REG component consultation, design and implementation.

Synergies between country and regional components

6. As per CIF guidelines², the overall objective of the PPCR regional pilot, both country-specific and regional components, is to: (a) pilot and demonstrate approaches for integration of climate risk and resilience into development policies and planning; (b) strengthen national capacities to integrate climate resilience, on the one hand, and regional capacity to integrate climate resilience into national and regional planning on the other ; (c) scale-up climate resilient investment, building on ongoing initiatives; and (d) enable sharing of lessons at the country, regional and global levels. Given the individual PDMCs' limited institutional and technical capacity, small size and remote location a regional PPCR approach can address these barriers and deliver a sum impact greater than its individual elements. Regional efforts to identify transboundary opportunities for climate change cooperation can be useful. And regional strategies and financing mechanisms for strengthening climate resilience can greatly assist individual PDMCs.

7. In terms of focus, the three country-specific components will: (a) raise awareness on climate change effects on development, and the need to adopt climate risk and resilience approaches (b) strengthen institutions to integrate climate risk and resilience into core development planning and budgeting; and (c) make investments to support climate resilience in key sectors and for affected people. Key sectors³ will include infrastructure, such as transport and water supply and sanitation, agriculture and health (vector borne diseases). The broader economic and social impacts of investments (eg.livelihoods, health impacts) and cross cutting themes (eg. ecosystem-based adaptation), will also be considered and taken into account in PPCR design and implementation. Synergies between climate change adaptation and disaster risk management planning, particularly in relation to reconstruction efforts following the recent Samoa tsunami, will also be included. The three country components will be implemented by the relevant national government focal agencies. **Annex 1 and 2 outline the focal points, First Joint Mission meetings, mission compositions).**

¹ See ADB/WB Note on a Proposed PPCR Regional Pilot Program in the Pacific, CIF document

² Guidance note on PPCR regional programs, 6 April 2009

³ Key sectors will vary depending on each country's specific context and needs.

8. The region-wide activities component will build on existing collaboration at the regional level by countries, regional organizations and development partners. A key concern identified by the PDMCs for component support, which was unanimously endorsed by PDMC participants and regional organizations during the scoping mission in March 2010, was establishment of a one-stop shop on climate financing, knowledge and local-developed expertise for PICs to access, which would address the constraint of inadequate and slow access to climate financing. PPCR support for this will be coordinated with the Pacific Climate Change Roundtable process, mandated by Forum Leaders through SPREP auspices to consider establishment of a regional climate change financing facility. Secondary level concerns that have been identified for possible PPCR support included (i) a publicly-accessible centralized regional data repository for climate and socioeconomic data (data gathering/modeling/interpreting), which would address the climate data deficit in the Pacific; and (ii) development and testing of best practice tools/guidelines/methodologies for mainstreaming climate change adaptation and disaster risk management (eg. regionally-consistent guidelines and codes for building climate resilient infrastructure). Further consultations with PDMCs will further progress thinking on priorities for PPCR support. The regional component will be implemented through regional organizations, including PIFS/SPREP, SPC and SOPAC, in agreement with national governments. Input will also be provided by other regional stakeholders. **Annex 3** outlines the focal points, mission composition and budget for the REG component.

9. Given the concerns at the national level in the Pacific about limited capacity to access climate change financing, data limitations, and the absence of useful best practice tools and guidelines for mainstreaming, a regional approach will share costs and ensure that benefits are more readily shared among the countries. Expected benefits that will accrue include: (a) increased institutional and financial resources for managing climate risks and (b) sharing of specialized knowledge and expertise for addressing climate risks. This is particularly helpful in the Pacific where climate risks often pose common challenges for multiple countries.

PPCR preparation and implementation, contacts

10. It is critical that PPCR avoid duplicating ongoing national and development-partner funded activities. Cooperation and synergy will be established with other ongoing programs addressing climate resilience and adaptation. Partnering with such programs and building on achievements will enable PPCR to move into the investment phase more swiftly. PPCR Phase 1 preparation will also draw on expertise from, and complement planned and ongoing initiatives by bilateral and multilateral development partners and stakeholders (especially UNDP, AusAID, civil society organizations, research institutions). The government focal points and MDB focal points for PPCR are in **Annex 1**.

Status of coordination with UN agencies and other development partners

11. The MDBs have closely coordinated their First Joint Missions, with each MDB represented in all PPCR missions. Representatives of UNDP and Ausaid, two key development partners relevant to the PPCR in the Pacific, have been closely engaged and consulted on PPCR preparation and implementation. Representatives of both organizations were part of the first joint mission teams to PNG, TON and SAM (see **Annex 2**) and a scoping mission on the REG component.⁴ Their specific role in

⁴ Further to Annex 2, UNDP and AusAID participants were as follows: PNG: Peta Mills, First Secretary, AusAID; Valentine Thurajiah, Chief Technical Scientist, UNDP; Gwen Maru, Programme Analyst, UNDP. TON: Ryan Medrana, First Secretary, Australian High Commission (Fiji); Cameron Darragh, Australian Department of Climate Change and Energy Efficiency, SPREP (Apia); Asenaca Ravuvu, Environment Specialist, UNDP (Suva). SAM: AusAID (TBC); Peni Levai, UNDP. REG scoping mission: Lana Kelly, Senior Policy Officer, DCCEE (Canberra); Gabor Vereczi, Regional Technical Advisor for Climate Change Adaptation in the Pacific UNDP (Apia). Laura Brown, DCCEE (Canberra); David Skowronski, DFAT (Canberra).

Phase 1 is to be determined. They will be consulted closely in all Phase 1 activities. Other donor partners have also been consulted, including through the Development Partners in Climate Change Roundtable Meeting.⁵

Pre-First Joint mission activities

12. After the three countries' acceptance of the offer to participate in the PPCR in September 2009, informal scoping missions for the three country components were undertaken to begin discussions with the government and other stakeholders on the relevance, objectives and scope of the PPCR in helping Governments to address its climate change adaptation priorities. A scoping mission was also undertaken for the REG component in March 2010, and this was held in tandem with SPREP-hosted consultations with the 14 Pacific Island Developing Member Countries (PDMCs) during a two-day meeting of climate change officials.⁶ After the scoping missions, several follow-up dialogues were initiated by the MDBs with relevant Government focal points to identify key activities undertaken or on-going that may contribute to PPCR preparation and to plan the First Joint Missions. The Governments started collecting and collating documents to gain an overview of the consideration of climate resilience in development planning/budgets, sectoral policies, frameworks, etc. The Government focal points then requested and agreed to the timing and fielding of the proposed first Joint Missions.

First Joint Missions

13. In accordance with PPCR guidelines, the next step in development of the PPCR was the Governments of PNG⁷ TON⁸ and SAM⁹ initiating and leading a First Joint Mission that included the Asian Development Bank (ADB), and the World Bank Group (WBG) with participation from UNDP, AusAID and the Australian Department of Climate Change and Energy Efficiency¹⁰. DFID joined in TON as an observer. The first joint mission engaged a range of government sectors and levels, civil society groups (including the private sector and academe), and development partners. The TOR were jointly prepared by the Governments, ADB and World Bank Group with UNDP and AusAID input.¹¹ The dates for the Joint Missions were: PNG (10-14 May 2010), Tonga (18–19 May 2010) and Samoa (2-8 June 2010). A First Joint Mission for the REG component will be conducted in June-August.

(a) First Joint Mission Objectives

14. Following PPCR guidelines, the main objective of the first joint mission is to assist PNG, TON and SAM respectively to put in place a clear process for formulating a Strategic Program for Climate Resilience. The first joint mission will review progress, plans, and strategies that take account of climate risks, as well as other relevant documents, and provide a platform for joint work of the development agencies, the private sector and NGOs to support government in the formulation of an agreed strategic approach and investment program for integrating climate resilience into core national development and key sector strategies and actions. While the emphasis is on climate-related issues, the mission recognizes the practicality of working with existing laws, statutory arrangements, frameworks and programs, rather than bypassing current mechanisms: this is particularly important when dealing with climate-related disaster risk.

⁵ A bimonthly meeting hosted by UNDP in Suva to discuss climate change activities in the Pacific.

⁶ SPREP Post-Copenhagen directions consultations with Pacific Island Countries, 17-18 March 2010, Cairns Australia.

⁷ Led by the Department of National Planning and Monitoring (Secretary Lelang) and the Office of Climate Change and Development (Dr Wari Iamo, Acting Executive Director).

⁸ Led by the Ministry of Environment and Climate Change and Ministry of Finance

⁹ Led by the Ministry of Finance.

¹⁰ DCCEE participated in the TON mission only.

¹¹ Excluding travel days.

(b) Scope of Work

15. The main first joint mission activities (with some variation by country) will include:

- (i) a stock taking effort of country level activities on climate resilience, and identification of gaps (including gaps in existing programs and practices dealing with hazard management);
- (ii) initial assessment of opportunities for mainstreaming climate resilience in national and local development policy, planning, regulatory and budgetary processes and in the key vulnerable sectors;
- (iii) broad based consultations with development partners and national stakeholders;
- (iv) identification and outline of implementation arrangements for the activities under Phase 1; and
- (v) preparation of a detailed proposal for developing the Strategic Program during Phase 1 to include, *inter-alia*, a work program, timetable, implementation arrangements, roles and responsibilities and budget.

(A) Country Stocktaking on Climate Resilience

16. The first joint mission will take stock of current country-level activities which could or do build climate resilience, and will focus on the following key issues:

- (a) Take stock of/undertake a preliminary analysis of *current practices, institutional arrangements and capacity* for the use of climate risk information in relevant institutional structures (national, regional, local) and in cross-sectoral mechanisms; and assess agency mandates for addressing climate change adaptation (CCA) and disaster risk reduction and management (DRR-DRM). On-going and planned activities (projects) on climate resilience¹² should also be documented. The assessment should include the adequacy (coverage and quality) of existing data and other information on climate risks, vulnerabilities and adaptation assessments and institutional strengthening and capacity building needs in relevant agencies, in order for them to provide and apply timely, targeted, credible and defensible climate risk information, including climate forecasts and projections, as appropriate to specified timescales and applications. Assessments may also address traditional mandates/systems which are important for community mobilization to promote climate resilience in rural areas.
- (b) Take account of previous and/or *on-going climate change related plans and assessments*, disaster risk reduction (DRR), climate change adaptation (CCA) and management strategies, and identify entry points for promoting an enabling environment to respond to climate impacts (at national level, in communities, and in relevant sectors, such as national, provincial and local disaster management plans);
- (c) Undertake a preliminary analysis of *opportunities for incorporating climate change adaptation (CCA) and disaster risk reduction (DRR)* into national policy, planning, fiscal and budgetary processes.
- (d) Given the presence of established and emerging *coordination mechanisms* for the work of Government and Development Partners in climate resilience, the mission will identify how the PPCR can align with these processes.
- (e) Undertake a preliminary analysis of the range of available *relevant information and participatory processes* to determine climate related vulnerabilities and impacts of key economic sectors and stakeholders including the private sector), and identify significant gaps;
- (f) Identify any other gaps in current country-level activities which could build climate resilience and prepare recommendations.

¹² Such as the Pacific Adaptation to Climate Change (PACC) and the UNDP-coordinated national DRR capacity-building programme.

(B) Sector Assessments

17. The first joint mission will undertake a preliminary assessment¹³ of relevant sector development policies & strategies and identify needs and options to integrate climate change adaptation with the support of the PPCR in order to make climate resilience an integral part of the country's development & sector strategies. Specifically, the first joint mission would consider, *inter alia*, how the Strategic Program could support specific sector interventions and enhance the climate resilience of investments in most vulnerable sectors. Phase 1 will involve further analysis on prioritization of sectors, sub-regions and actions within the public and private sectors that would lead to greatest impacts on climate resilience, including the influence of social and socio-economic drivers.

(C) Broadbased Consultations

18. The first joint mission will consult widely with key national stakeholders, including the private sector, civil society and development partners in order to incorporate a wide range of views. The purpose of these consultations is to help the country set in place a process to further consult, analyze and prioritize the Strategic Program. It is envisaged that the participatory process will help build national ownership of the PPCR, and reach consensus on the priorities for action by the public and private sectors given the climate risks facing the country. It will take account of current consultation and coordination mechanisms such as the National Climate Change Taskforce and the Climate Change Adaptation Technical Working Group of the Second National Communications process, among others.

(D) Identification and Outline of Phase 1 Activities

19. The first joint mission will prepare an annotated outline of the proposal for preparing the Strategic Program for Climate Resilience (see below), to be attached to the aide memoire/mission report. This will include the activities to be carried out, implementation arrangements, timetable, budget and expected results

(E) Work Program and Funding Proposal to Develop the Strategic Program

20. Following the first joint mission, the government, supported by the MDBs (and possibly in consultation with other development partners as identified commonly during the mission), will prepare a detailed work program and funding proposal for carrying out phase 1 activities to prepare the Strategic Program on Climate Resilience. This would follow the general structure provided in paragraph 22 of the Climate Investment Fund (CIF) "Guidelines for Joint Missions to Design PPCR Pilot Programs (Phase 1)."¹⁴

(c) First Joint Mission Composition

21. Led by the respective Governments, the first joint mission is suggested to comprise members outlined in **Annex 2** attached.¹⁵

22. The following will be the main outcomes of the first joint mission:

¹³ This will likely be undertaken in more detail during preparation of the Strategic Program. The mission may also undertake assessments of vulnerable sub-regions and communities, including to explore linkages with ongoing and planned sectoral and community-development projects, where integration of climate resilience can be pursued. There may also be analysis of traditional coping mechanisms and techniques which new interventions may be able to build on.

¹⁴ There is a general but unofficial agreement with CIF AU that the proposal may follow the lead MDB (ADB) procedure. The Mission may therefore consider use of ADB's Concept Paper for CDTA (since the Phase 1 Proposal may include capacity building as well) or other appropriate funding proposal, so that duplication of effort for preparation another proposal for internal use by MDBs can be avoided. This shall, however, need all MDBs agreement.

¹⁵ Mission composition may change depending on availability of team members and notification by development partners.

- a) **Aide Memoire/Mission report** (common product of the government and MDBs), including an Annex presenting an outline of the phase 1 activities (Annotated outline of the draft Proposal to develop the Strategic Program for Climate Resilience); stocktaking of relevant ongoing activities and initiatives, incl. upcoming reforms of relevant policies and strategies, ongoing and planned programs and large investments funded by governments and development partners that are highly climate sensitive and activities addressing climate resilience. The Mission Report will spell out the division of labor among MDBs during Phase 1 supervision, and collaborative and coordination arrangements with other agencies, such as UNDP.¹⁶
- b) **Broad Phase 1 Proposal to develop the Strategic Program** to be prepared by the government for submission to the PPCR Sub-committee (to be completed after the mission as part of Post-First Joint Mission activities).

Post-First Joint Mission activities

23. Following the First Joint Missions for the country components, the following key activities are envisaged:

- (i) follow up consultations and/or small technical visits will be fielded to PNG TON and SAM to assist the governments in finalizing the details of the Phase 1 proposals for each country components as agreed during the First Joint Missions (June-August);
- (ii) First Joint Mission for the regional component will be fielded (June-August) to assist PDMCs and regional organizations put in place a clear process for formulating the SPCR;
- (iii) The Phase 1 proposal will be submitted to the PPCR Sub-committee (either at or prior to the November 2010 meeting, depending on whether approval is allowed earlier)
- (iv) Second Joint Mission to PNG TON SAM and REG to review Phase 1 progress and finalise the SPCR (October/November 2010, depending on date of Phase 1 Proposal submission)
- (v) Preparation and submission of PPCR Pacific regional pilot Strategic Plan for Climate Resilience (SPCR) to PPCR Sub-committee (approximately July 2011)

The proposed Phase 1 budget for the REG component (including pre-First Joint mission activities, First Joint Mission and post-First Joint Mission activities) is also at **Annex 3**.

24. The consolidated Phase 1 budget for the entire Pacific regional pilot (PNG, TON, SAM and REG) is represented in the table below.

¹⁶ See CIF 1 July document, para. 10 (b) and para 25 of 18 June CIF document (Guidelines for Joint Missions).

Annex 1 (PNG): Outline of First Joint Mission Program

Government focal points

1. Mr Joseph Lelang, Secretary of Department of National Planning and Monitoring
2. Dr Wari Iamo, Acting Executive Director, Office of Climate Change and Environmental Sustainability, Department of Environment and Conservation
3. Mr. Varigini Badira, Department of National Planning and Monitoring

The list of counterpart government staff that will take account of main sectors/themes in the stock-taking exercise and planning of Phase 1 work is currently being finalized by the PNG Government.

MDB focal points

Anne Witheford, Pacific Department, Asian Development Bank (ADB)

Daniele Ponzi, Regional and Sustainable Development Department, ADB

Sam Wedderburn, East Asia Social, Environment and Rural Sustainable Development Unit, World Bank Group (WBG), Washington DC

Milina Battaglini, Sr. Environmental Specialist, Climate Change and Disaster Risk Management Pacific Islands, Papua New Guinea and Timor Leste, WBG (Sydney Office)

Country institutions & stakeholders involved

See "schedule of meetings" below.

Dates of Mission

10-14 May 2010

Main Mission Objectives

Following PPCR guidelines, the main objective of the joint mission is to assist PNG to put in place a clear process for formulating a Strategic Program for Climate Resilience. The mission will review progress, plans, and strategies that take account of climate risks, as well as other relevant documents, and provide a platform for joint work of the development agencies, the private sector and NGOs to support government in the formulation of an agreed strategic approach and investment program for integrating climate resilience into core national development and key sector strategies and actions. Specific mission objectives are:

- (i) stocktake progress in addressing climate risks;
- (ii) conduct an initial assessment of opportunities for mainstreaming climate resilience in national and local planning/budgetary processes & key vulnerable sectors;
- (iii) identify implementation arrangements for activities under Phase 1
- (iv) prepare a detailed proposal for developing a Phase 2 program aka. Strategic Program for Climate Resilience (SPCR); and
- (v) consult with national stakeholders and development partners.

Key Mission Activities

Meetings will be held with key government agencies (central and line), private sector (chambers of commerce and key industry groups), and civil society (including NGOs). See below meetings schedule. All consultations will be held in Port Moresby. The purpose of each meeting will be to obtain stakeholder views and input on mission objectives outlined above.

Schedule of Meetings

First Joint Mission 10th May – 14th May 2010

First Joint Mission 10 th May – 14 th May 2010
Meeting
<p>10th May</p> <p>Initial meeting initial meeting with Coordinators;</p> <ol style="list-style-type: none"> 1. Varigini Badira @ DNPM (Meeting and courtesy call with the Secretary Lelang) 2. Gunther Joku @ DEC 3. Gwen Sissiou, Deputy Secretary – DEC
<p>10th May</p> <p>Government roundtable.</p> <p>DNPM, DEC, PM&NEC, Treasury, Finance, Transport, Office OF Rural Development, PNG Forestry Authority, Department OF Mineral Policy and Geohazard, National Weather Service, Department Of Energy And Petroleum, Department Of Agriculture And Livestock, National Port Authority, Community Development, Department Of Education, Department Of Health, National Disaster Center.</p>
<p>11th May (Morning)</p> <p>Development Partners Development Partners Climate Change Taskforce meeting.</p> <p>Institution of Engineers</p> <p>SNC Coordinator and V&A Team</p>
<p>12th May (DEC)</p> <p>Climate change Working Group Meetings (REDD+ and Low Carbon Growth working groups attended by Mahfuz Ahmed and Peta Mills)</p> <p>Adaptation Working Group (12th meeting) attended by Anne Witheford, Saia Faletau, Robert Kay and Peta Mills</p> <p>Disaster Risk Management Unit and SOPAC/UNDP joint mission on Disaster Risk Reduction</p>
<p>13th May</p> <p>CSO Engagement</p>

<p>Meeting with Core PPRC team to review the findings of the consultation and the way-forward</p> <p>Department of Transport</p> <p>Public Works</p>
<p>14th May</p> <p>Private sector engagement</p> <p>Institution of Engineers</p> <p>CSO Engagement meeting</p> <p>Department of Community Development, Planning & UNDP</p>
<p>First Joint Mission 10th May – 14th May 2010</p>
<p>Meeting</p>
<p>10th May</p> <p>Initial meeting initial meeting with Coordinators;</p> <ol style="list-style-type: none"> 4. Varigini Badira @ DNPM (Meeting and courtesy call with the Secretary Lelang) 5. Gunther Joku @ DEC 6. Gwen Sissiou, Deputy Secretary – DEC
<p>10th May</p> <p>Government roundtable.</p> <p>DNPM, DEC, PM&NEC, Treasury, Finance, Transport, Office OF Rural Development, PNG Forestry Authority, Department OF Mineral Policy and Geohazard, National Weather Service, Department Of Energy And Petroleum, Department Of Agriculture And Livestock, National Port Authority, Community Development, Department Of Education, Department Of Health, National Disaster Center.</p>
<p>11th May (Morning)</p> <p>Development Partners Development Partners Climate Change Taskforce meeting.</p> <p>Institution of Engineers</p> <p>SNC Coordinator and V&A Team</p>
<p>12th May (DEC)</p> <p>Climate change Working Group Meetings (REDD+ and Low Carbon Growth working groups attended by Mahfuz Ahmed and Peta Mills)</p> <p>Adaptation Working Group (12th meeting) attended by Anne Witheford, Saia Faletau, Robert Kay and Peta Mills</p>

Disaster Risk Management Unit and SOPAC/UNDP joint mission on Disaster Risk Reduction
13th May
CSO Engagement
Meeting with Core PPRC team to review the findings of the consultation and the way-forward
Department of Transport
Public Works
14th May
Private sector engagement
Institution of Engineers
CSO Engagement meeting
Department of Community Development, Planning & UNDP

Annex 1 (Tonga): Outline of First Joint Mission Program

Government focal points

4. Mr Asipeli Palaki, Acting Director, Ministry of Environment and Climate Change
5. Ms. Luisa Tuiafitu Malolo, Coordinator, Second National Communication on Climate Change, Ministry of Environment and Climate Change

The list of counterpart government staff that will take account of main sectors/themes I the stock-taking exercise and planning of Phase 1 work is currently being finalized by the Tonga Government.

MDB focal points

Anne Witheford, Pacific Department, Asian Development Bank (ADB)

Daniele Ponzi, Regional and Sustainable Development Department, ADB

Sam Wedderburn, East Asia Social, Environment and Rural Sustainable Development Unit (EASER), World Bank Group, Washington DC

Milina Battaglini, Sr. Environmental Specialist, Climate Change and Disaster Risk Management Pacific Islands, Papua New Guinea and Timor Leste, World Bank Group (Sydney Office)

Country institutions & stakeholders involved

These are in the process of being collated. See draft "Schedule of meetings" below.

Dates of Mission

17-19 May 2010

Main Mission Objectives

Following PPCR guidelines, the main objective of the joint mission is to assist Tonga to put in place a clear process for formulating a Strategic Program for Climate Resilience. The mission will review progress, plans, and strategies that take account of climate risks, as well as other relevant documents, and provide a platform for joint work of the development agencies, the private sector and NGOs to support government in the formulation of an agreed strategic approach and investment program for integrating climate resilience into core national development and key sector strategies and actions.

Specific mission objectives are:

- (vi) stocktake progress in addressing climate risks;
- (vii) conduct an initial assessment of opportunities for mainstreaming climate resilience in national and local planning/budgetary processes & key vulnerable sectors;
- (viii) identify implementation arrangements for activities under Phase 1
- (ix) prepare a detailed proposal for developing a Phase 2 program aka. Strategic Program for Climate Resilience (SPCR); and
- (x) consult with national stakeholders and development partners.

Key Mission Activities

Meetings will be held with key government agencies (central and line), private sector (chambers of commerce and key industry groups), and civil society (including NGOs). See below meetings schedule.

All consultations will be held in Nuku'alofa. The purpose of each meeting will be to obtain stakeholder views and input on mission objectives outlined above.

Schedule of meetings

Meeting
<p>18th May</p> <p>Initial meeting with Climate Change Team</p> <p>Asipeli Palaki, Acting Director, Ministry of Environment and Climate Change (MECC) Luisa Malolo, Climate Change Coordinator, MECC Talo Fulivai Sione Tukia Lepa, Head, Climate Change Division, MECC Kathy Zischka, Marine Biologist, MECC</p> <p>Technical Working Group</p> <p>Joined by</p> <p>Viliani Manu, Ministry of Agriculture and Food, Forests and Fisheries (MAFFF) Vailala Matoto, Deputy Director, MAFFF Malin Takai, Deputy Director Works, National Emergency Management Office (NEMO)</p>
<p>18th May</p> <p>Meeting with Hon. Afu'alo Matoto, Minister for Finance and National Planning and Mr. Eke, Secretary for Finance and National Planning</p>
<p>19th May</p> <p>Meeting with CEOs from Government Ministries Siale Akauola, Director Of Health, Ministry of Health Malin Takoi Leveni Aho, Ministry of Tourism H Takuifanga, Acting Deputy Director, Ministry of Education, Women's Affairs and Culture K Aho Veetutu M Taukolo Sione Tukia Kelela Tanga Kelepi Mafi Tukua Tonga</p>
<p>19 May 2010</p> <p>Meeting with NGOs, Civil Society, Private Sector</p> <p>Savla Maasi Sim Silapulu</p>

Meeting

Monalisa Tukuafu

Inoke Takfta

Sione Fakaosi

Emele Latu

Meeting with Busby Saleis Kautoke, Chief Secretary & Secretary to Cabinet, Prime Minister's Office

Final Wrap up Meeting

Annex 1 (Samoa): Outline of First Joint Mission Program

Focal Points/Contacts for the Government and the MDBs

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World Bank

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Asian Development Bank

Mahendra Kumar
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Mission Itinerary

Date	Times	Ministries/Organisations
Thursday 3rd June	10:00- 10:30am	CEO Ministry of Finance
	10:45 – 11:45am	CEO Ministry of Natural Resources, Environment and Meteorology
	12:00 – 1:00pm	CEO Ministry of Works, Transport and Infrastructure.
	1:15 – 1:45 pm	LUNCH BREAK

	2:00 – 3:30pm	Secretariat of the Pacific Regional Environment Program (SPREP)
Friday 4th June	09:30– 12:30pm	<p>Presentation of Stock take Exercise & Gaps Identification and Discussion on Possible Investment Development Project to PPCR Stakeholders Roundtable Discussion (without Development Partners)</p> <ol style="list-style-type: none"> 1. Ministry of Natural Resources, Environment & Meteorology 2. Ministry of Finance 3. Ministry of Agriculture and Fisheries 4. Ministry of Women, Community & Social Development 5. Ministry Works, Transport & Infrastructure 6. Samoa Bureau of Statistics 7. Ministry of Education, Sports & Culture 8. Ministry of Health 9. Attorney General 10. Electric Power Corporation 11. Samoa Water Authority 12. Samoa Tourism Authority 13. Samoa Airport Authority 14. Samoa Ports Authority 15. Land Transport Authority 16. National University of Samoa 17. Scientific Research Organisation of Samoa 18. SUNGO 19. O Le Siosiomaga Society
	2:00pm - 5:00pm	<p>PPCR Roundtable Discussion with Development Partners</p> <ol style="list-style-type: none"> 1. European Union 2. AUSAID 3. NZAID 4. UNDP 5. JICA 6. Chinese Embassy
Saturday & Sunday 5th & 6th June	weekend	Drafting of Work Program and Funding Proposal for Phase 1, Aide Memoire
Monday 7th June	9:00 – 10:00am	CEO, Ministry of Finance
	10:30 – 12:00pm	<p>Private Sector Roundtable</p> <ol style="list-style-type: none"> 1. Chamber of Commerce 2. Samoa Association for Manufacturers and Exporters
		<p>Roundtable Meeting with other Stakeholders</p> <ol style="list-style-type: none"> 1. Samoa Hotel Association

	2:00 – 3:30 pm	<ol style="list-style-type: none">2. Women in Business3. Farmers Association4. Association of Engineers
Tuesday 8th June		
	9:00 – 12:00pm	Follow up meetings (if any) and internal discussions on work plan draft and funding proposal
	2:00 – 4:00pm	Wrap up meeting

Annex 2 (PNG): First Joint Mission Composition

Mission Member (RDB/WB/IFC, incl. HQ and CO staff)	Agency (RDB/WB/IFC*)	Assignment	Expected contributions to mission outputs
Anne Witheford, Governance Specialist and Pacific Climate Change Team	ADB	ADB Mission Leader Lead preparation and finalization of PPCR phase 1 & 2. Coordinate PPCR phase 1 & 2 preparation and implementation on ADB side.	Ensure overall quality and completeness of PPCR phase 1 & 2. Joint Mission Aide Memoire and ADB TA paper preparation.
Mahfuz Ahmed, Principal Natural Resources Specialist and Pacific Climate Change Team	ADB		Ensure alignment of PPCR programs with ADB's CCIP and climate change programs in Pacific.
Charles Andrews, Country Director, Papua New Guinea Resident Mission	ADB		Ensure alignment of PPCR program with ADB's Country Partnership Strategy.
Siosaia Faletau, ADB/WBG Country Focal Officer & Joint Country Office, Tonga	WBG/ADB	Coordinate PPCR phase 1 & 2 preparation and implementation on WB/IFC side. Provide professional inputs to the preparation and implementation on WB /IFC side.	Helping ensure overall quality and completeness of PPCR phase 1 & 2. Joint Mission Aide Memoire preparation.
Freddy Austli, Deputy Resident Representative, PNG Office	UNDP	Contribute to the preparation of PPCR phase 1 and find synergies with existing or future UNDP initiatives in climate change.	Contributions to Joint Mission Aide Memoire.
Gwen Maru, Programme Analyst (Head of Energy and Environment), PNG	UNDP	Contribute to the preparation of PPCR phase 1 and find synergies with existing	

Office		or future UNDP initiatives in climate change.	
Peta Mills, First Secretary (AusAID), Australian Embassy in PNG	AusAID	Contribute to the preparation of PPCR phase 1 and find synergies with existing or future AusAID initiatives in climate change.	Contributions to Joint Mission aide memoire.
Robert Kay, Staff Consultant	ADB	Prepare implementation plan for PPCR phase 1 with detailed budgets, work plan, implementation arrangements, etc. Help prepare joint mission aide memoire. Assist in compilation of data and information and provide inputs to the preparation of concepts and TA paper. Assist ADB team leader in preparation of BTOR or other field trip reports. Help arrange mission consultations and meetings and summaries of meetings.	Assisting mission team
Country Coordinator (TBD)	ADB	Assist PNG Government and Joint mission inputs for preparation and implementation of PPCR Phase 1 & 2.	

*Note that development partners with closely related programs were invited to form part of the mission team (at their own cost).

Annex 2 (Tonga): First Joint Mission Composition

Mission Member (RDB/WB/IFC, incl. HQ and CO staff)	Agency (RDB/WB/IFC*)	Assignment	Expected contributions to mission outputs
Anne Witheford, Governance Specialist and Pacific Climate Change Team	ADB	ADB Mission Leader Lead preparation and finalization of PPCR phase 1 & 2. Coordinate PPCR phase 1 & 2 preparation and implementation on ADB side.	Ensure overall quality and completeness of PPCR phase 1 & 2. Joint Mission Aide Memoire and ADB TA paper preparation.
Steve Blaik, Senior Water Supply and Sanitation Specialist	ADB	Ensure coordination with ADB's Country Partnership Strategy. Provide professional inputs to urban development/WSS matters during preparation and implementation of PPCR phase 1 & 2.	Ensure alignment of PPCR programs with ADB's Country Partnership Strategy and aligning PPCR activities to national priorities in urban development/WSS sectors.
Alain Goffeau, Project Administration Unit Head, South Pacific Sub-Regional Office Suva	ADB	Ensure coordination with ADB's Country Partnership Strategy. Provide professional inputs to urban development and other priority sector matters during preparation and implementation of PPCR phase 1 & 2.	Ensure alignment of PPCR programs with ADB's Country Partnership Strategy and aligning PPCR activities to national priorities in relevant priority sectors.
Siosaia Faletau, ADB/WBG Country Focal Officer & Joint Country Office, Tonga	WBG/ADB	Coordinate PPCR phase 1 & 2 preparation and implementation on WB/IFC side. Provide professional inputs to the preparation and implementation on WB /IFC side.	Helping ensure overall quality and completeness of PPCR phase 1 & 2. Joint Mission Aide Memoire preparation.

Toily Kurbanov, Deputy Resident Representative, Fiji Office	UNDP	Contribute to the preparation of PPCR phase 1 and find synergies with existing or future UNDP initiatives in climate change.	Contributions to Joint Mission Aide Memoire.
Ryan Medrana, First Secretary (AusAID), Australian High Commission in Fiji	AusAID	Contribute to the preparation of PPCR phase 1 and find synergies with existing or future AusAID initiatives in climate change.	Contributions to Joint Mission aide memoire.
Cameron Darragh, Department of Climate Change and Energy Efficiency, Australian Government	DCCEE	Contribute to the preparation of PPCR phase 1 and find synergies with existing or future DCCEE initiatives in climate change.	Contributions to Joint Mission aide memoire.
Mahendra Kumar, Consultant, South Pacific Sub-Regional Office Suva	ADB	Prepare implementation plan for PPCR phase 1 with detailed budgets, work plan, implementation arrangements, etc. Help prepare joint mission aide memoire. Assist in compilation of data and information and provide inputs to the preparation of concepts and TA paper. Assist ADB team leader in preparation of BTOR or other field trip reports. Help arrange mission consultations and meetings and summaries of meetings.	Assisting mission team

*Note that development partners with closely related programs were invited to form part of the mission team (at their own cost).

Annex 2 (Samoa): First Joint Mission Composition

Team Members Task Assignment

Team Member	Agency	Assignment	Expected Contribution to the Mission's Output
Emilia Battaglini	WB	Environment/Institutional Issues	Jointly coordinate and lead mission activities. Liaise with development partners, government and other development agencies. Address environmental and institutional issues. Assist government in preparing aide memoire/mission reports, Phase 1 Proposals.
Samuel Wedderburn	WB	Natural Resources Management	Jointly coordinate and lead mission activities. Liaise with development partners, government and other development agencies. Address climate risks to ecosystems and associated vulnerabilities and the potential for increasing climate resilience. Assist government in preparing aide memoire/mission reports, Phase 1 Proposals.
Mahendra Kumar	ADB	Climate Change Specialist	Assist with the mission coordination and liaison with stakeholders, support government in preparation of the aide memoire/mission reports and contribute to Phase 1 proposals.
Sladjana Cosic	WB	Social Development	Provide inputs into the social dimensions of climate change impacts and how these concerns could be addressed through the PPCR

John Hay	WB	Climate Change Specialist	Advise on integration of climate risk management and climate-related disaster risk reduction; identification of opportunities to enhance risk reduction responses in national development and sector policies, plans and regulatory frameworks; mechanisms for incorporating CCA and DRR into fiscal and budgetary processes
Mona Sur	WB	Agriculture/Rural Development Specialist	Advise on climate risks and vulnerabilities in agriculture and rural development including related investments such as infrastructure, and identify opportunities for integrating climate resilience
Demetrios Papthanasiou	WB	Infrastructure	Advise on climate risks and vulnerabilities affecting infrastructure investments, and identify opportunities for integrating climate resilience
Peni Levai	UNDP		Contribute to the preparation of PPCR phase 1 and find synergies with existing or future UNDP initiatives in climate change.

Annex 3 (REG): Mission composition for REG (including pre-First Joint mission activities, First Joint Mission and post-First Joint Misison activities).

Regional Organization focal points

Mr. David Sheppard, Director of South Pacific Regional Environment Programme (SPREP)
Mr. Jimmie Rodgers, Director-General of Secretariat of the Pacific Community (SPC)
Mr. Russell Howorth, Director of Pacific Islands Applied Geoscience Commission (SOPAC)

MDB focal points

Anne Witheford, Pacific Department, Asian Development Bank (ADB)

Daniele Ponzi, Regional and Sustainable Development Department, ADB

Sam Wedderburn, East Asia Social, Environment and Rural Sustainable Development Unit (EASER),
World Bank Group, Washington DC

Milina Battaglini, Sr. Environmental Specialist, Climate Change and Disaster Risk Management Pacific
Islands, Papua New Guinea and Timor Leste, World Bank Group (Sydney Office)