

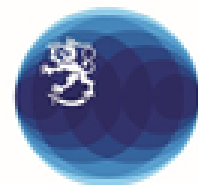


PARTICIPATORY PLANTATION FORESTRY PROGRAMME

Inception Report for the Period from 1 November 2019 to 30 June 2020



United Republic of Tanzania
**MINISTRY OF NATURAL RESOURCES
AND TOURISM**
Forestry and Beekeeping Division



Embassy of Finland
Dar es Salaam



Participatory Plantation Forestry Programme (PFP 2): 1 November 2019 to 31 October 2023

Inception Report for the Period from 1 November 2019 to 30 June 2020

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Cover photo: Programme-supported seed orchard planted with *Pinus maximinoi* and *Pinus tecunumanii* in the village of Utiri in Mbinga District, Ruvuma, Tanzania.

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ABBREVIATIONS

AF	African Forest
AWP	Annual work plan
CCRO	Certificate of Customary Right of Occupancy
COVID-19	Coronavirus disease discovered in 2019
CTA	Chief technical advisor
DC	District commissioner
DOs	District officials
EUR	Euro
FBD	Forest and Beekeeping Division
FDT	Forestry Development Trust
FICC	Forestry industries cluster coordinator
FITI	Forest Industries Training Institute
FPPE	Forest products and processing expert
FTI	Forestry Training Institute
FWITC	Forest and Wood Industries Training Centre
GoF	Government of Finland
GoT	Government of Tanzania
HRBA	Human-rights based approach
KVTC	Kilombero Valley Teak Company
LUPE	Land-use planning expert
MFA	Ministry of Foreign Affairs of Finland
MIS	Programme Management Information System
MNRT	Ministry of Natural Resources and Tourism
NFC	New Forest Company
NFPE	National Financial and Procurement Expert
NOFIA	Northern Forest Industries Associations
OSP	Outgrowers Support Scheme
PD	Programme document
PFCTT	Private Forestry and Carbon Trading in Tanzania
PFP 1	Private Forestry Programme – Phase 1
PFP 2	Participatory Plantation Forestry Programme – Phase 2
PIM	Programme Implementation Manual
PMT	Programme Management Team
PSC	Programme Steering Committee
RBMF	Results-based management framework
RC	Regional commissioner
SAFIA	Southern Highlands Forest Industries Association
SAGCOT	Southern Agricultural Growth Corridor of Tanzania
SHIVIMITA	Tanzania Forest Industries Federation
SIDO	Small Industries Development Organisation
SME	Small and medium enterprises

SUA	Sokoine University of Agriculture
TAFORI	Tanzania Forest Research Institute
TANWAT	Tanganyika Wattle Company
TC	Town council
TDV	Tanzania Development Vision
TaFF	Tanzania Forest Fund
TFS	Tanzania Forest Service Agency
TGA	Tree growers' association
ToR	Terms of reference
TPSF	Tanzania Private Sector Foundation
TTGAU	Tanzania Tree Growers' Association Union
TZS	Tanzanian shillings
UTII B	Initials of four villages: Usagatikwa, Tandala, Ikonda and Ihela
UWASA	Sao Hill Sawmillers Association
VAT	Value-added tax
VET	Vocational education and training
VETA	Vocational Education and Training Authority
WWF	Worldwide Fund for Nature

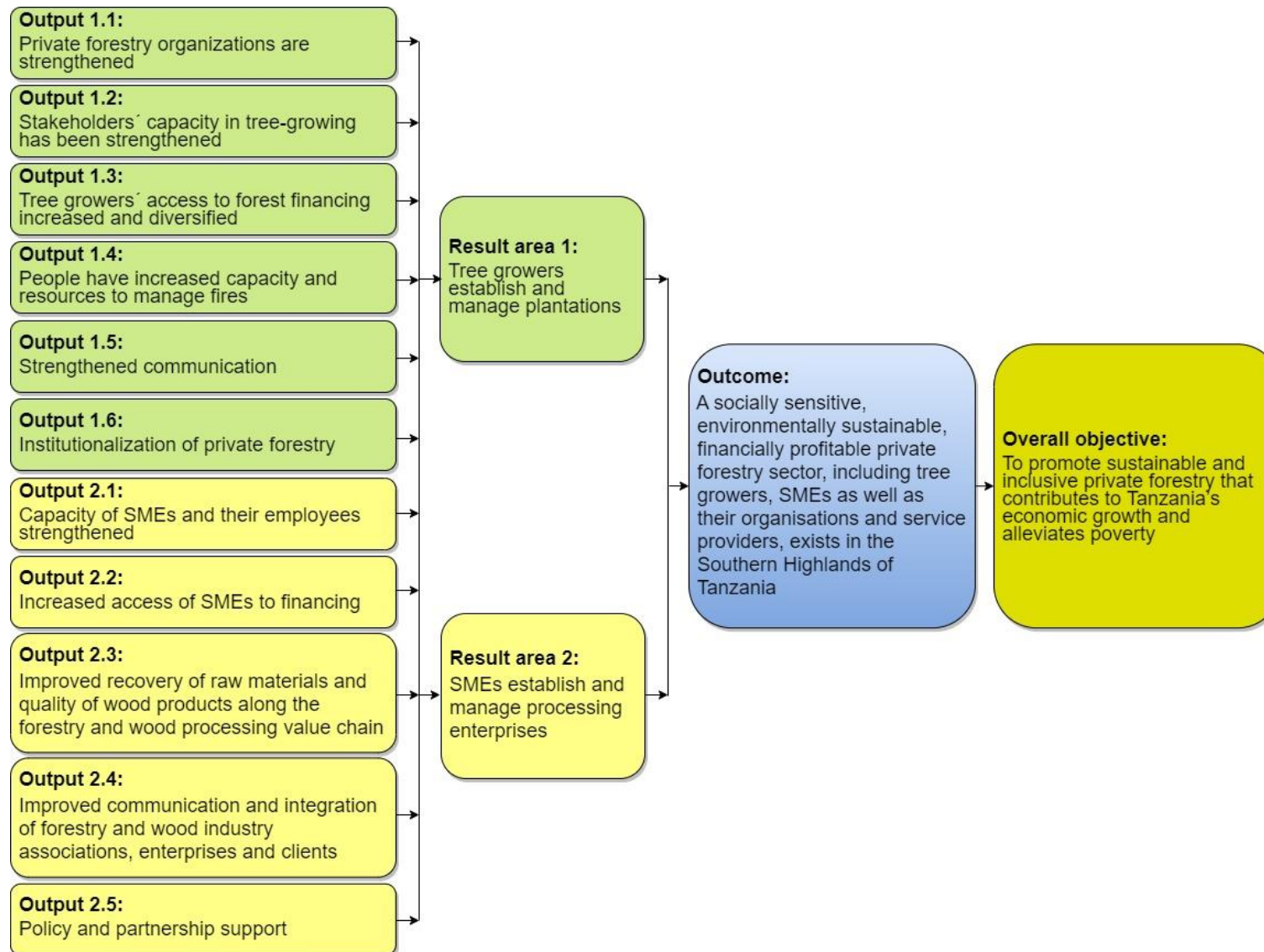
CONVERSION RATES

EUR to TZS 2,550.00

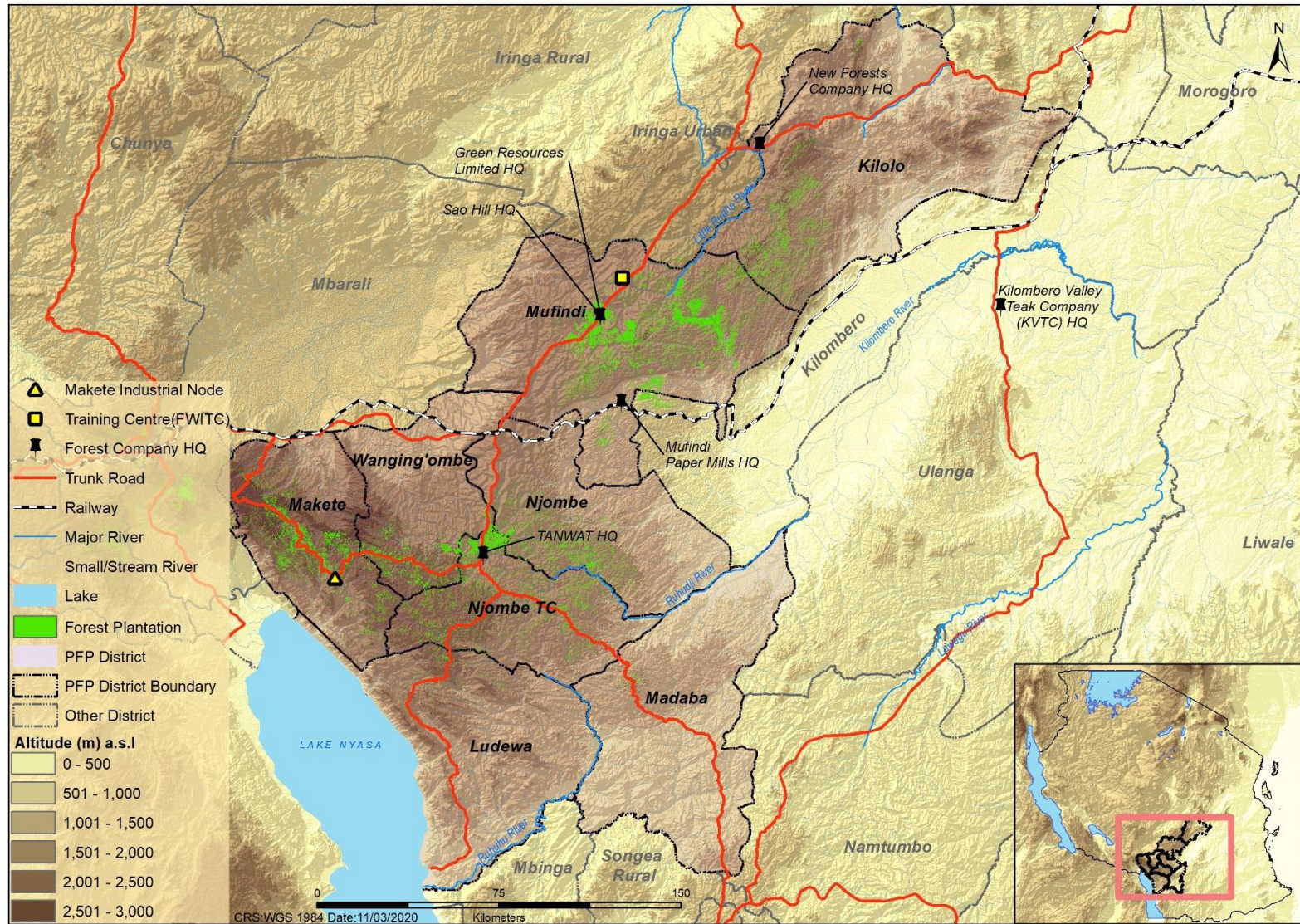
PROGRAMME FACTSHEET

Programme title:	Participatory Plantation Forestry Programme (PFP 2)	
Sub-sectors:	Forestry, private sector development	
Expected impact:	Sustainable and inclusive plantation forestry that contributes to Tanzania's economic growth and poverty alleviation	
Programme outcome:	A socially sensitive, environmentally sustainable, financially profitable private forestry sector, including tree growers, SMEs as well as their organisations and service providers, exists in the Southern Highlands of Tanzania	
Geographical coverage:	9 districts in three regions of the Southern Highlands, Tanzania: Iringa (Mufindi, Mafinga and Kilolo), Njombe (Makete, Njombe TC, Njombe DC, Ludewa, Wang'ing'ombe) and Ruvuma (Madaba)	
Duration:	Four years: From 1 November 2019 to 31 October 2023	
Programme financing:	GoF 9.4 MEUR GoT 0.47 MEUR	
Competent authorities:	<ul style="list-style-type: none"> - Ministry of Natural Resources and Tourism, Tanzania - Ministry for Foreign Affairs of Finland 	
Key stakeholders:		
1.	Rights holders	<ul style="list-style-type: none"> - Private tree growers - Vulnerable people - Urban-based tree growers - SMEs - Private forest companies - Nursery owners
2.	Duty bearers	<ul style="list-style-type: none"> - Forest and Beekeeping Division (FBD)/MNRT - Tanzania Forest Service Agency (TFSA)/MNRT - Local governments (regional and district authorities) - Training institutions (FTI, FITI, VETA, FWITC)
3.	Private sector organisations	<ul style="list-style-type: none"> - Tree Grower Associations (TGAs) - Tanzania Tree Growers Association (TTGAU) - SHIVIMITA (SAFIA, NOFIA and UWASA) - Africa Forestry (AF)
4.	Other stakeholders	<ul style="list-style-type: none"> - Forestry Development Trust (FDT) - Sokoine University of Agriculture (SUA) - Tanzania Forest Research Institute (TAFORI) - Worldwide Fund for Nature (WWF) - We Effect - Tanzania Private Sector Foundation (TPSF) - SAGCOT and its partners - Private secondary-processing companies (e.g. building, carpentry) - Service providers - Tanzania Forest Fund (TaFF)

PFP 2 RESULTS CHAIN



PROGRAMME AREA



1. SUMMARY

BACKGROUND

The Participatory Plantation Forestry Programme (PFP 2) is a bilateral development aid programme established by the governments of Tanzania and Finland. It is the second phase of the Private Forestry Programme (PFP 1) and is designed to run from 1 November 2019 to 31 October 2023.

The programme increases rural income by promoting the commercial management of smallholder plantations and wood-processing enterprises. It adds value along the entire forest-product value chain, from improving the selection, quality, and vigour of planting material to introducing innovative, high-value wood products. It is also introducing and institutionalising vocational training in plantation forestry and wood-processing.

PFP 2 is set to operate in 9 districts of three regions: Iringa (Mufindi, Mafinga TC and Kilolo), Njombe (Makete, Njombe TC, Njombe DC, Ludewa, Wang'ing'ombe) and Ruvuma (Madaba). The programme facilitates development of three potential forest industry clusters (Mafinga, Njombe and Makete forest industry cluster) each led by a Forest Industry Cluster Coordinator (FICC).

This inception report describes the achievements, findings, and recommendations of PFP 2 for the period from 1 November 2019 to 30 June 2020. It reports against the inception period targets prescribed in the draft programme document (PD) of May 2019, the Inception Period Work Plan of 17 March 2020 and the special interim work plan and budget of 16 April 2020, which address the risks posed by the COVID 19.

This inception report complies with the requirements for annual progress reports set out in the MFA manual governing bilateral programmes, follows up on the approved annual work plan (AWP) for that period, and uses the programme's results-based management framework prescribed in the draft PD of May 2019.

SITUATION UPDATE

The programme was launched on 14 November 2019 by the deputy minister of the Ministry of Natural Resources and Tourism (MNRT), Hon. Constantine Kanyasu, and the ambassador to the Embassy of Finland in Tanzania, Ms. Riitta Swan. It was operationalised with assets from PFP 1 and has offices in Iringa, Mafinga and Makete.

Despite problems relating to revised income tax regulations, COVID-19, and the insecure land tenure of the Forestry and Wood Industries Training Centre (FWITC), the programme progressed in implementing both inception and implementation phase activities. The achievements of the period as well as deviations from targets and the reasons for those deviations are presented in this report in detail.

The most significant achievements are listed below.

Inception phase outputs and progress:

- **Programme launched and resources mobilised:** The competent authorities handed over the PFP 1's assets to PFP 2 and the programme was launched on 14 November 2019.
- **Practical arrangements for programme implementation established:** The programme prepared the inception-period work plan and budget for an eight-month period to guide the implementation of programme activities. It established offices in Iringa, Mafinga and Makete.
- **Staff recruitment process begun:** 34 qualified candidates for national long-term positions were interviewed and selected, although they were not mobilised due to lack of clarity about the programme's exemption from value-added tax (VAT) and the outbreak of COVID-19.

- **Core programme documents developed and refined:** The programme managed to prepare the Inception Period Work Plan, the Project Implementation Manual (PIM), and annual work plan (AWP) for 2020/2021.
- **The programme's HRBA adherence was advanced and preparations for the upcoming baseline data collection initiated:** The programme-initiated revision of the PD to ensure PFP 2 is a "human rights progressive programme". The results-based management framework (RBMF) was refined. A situational analysis literature review was completed, and a concept note for the design of baseline data collection was finalised.
- **Programme management information systems updated and refined:** The user interface of the programme's MIS updated. On the other hand, a web visitor's counter function was added to the programme website.
- **Procurement plan prepared, initiated, and followed up:** The programme prepared its procurement plan and initiated the procurement process, but the actual procurement of most items had not yet been completed at the time of reporting.
- **Collaboration with key stakeholders:** The programme collaborated with the Tanzania Tree Growers' Association Union (TTGAU), the Forest Development Trust (FDT) and African Forestry (AF). It organised 2 workshops, 1 event for launching the programme and 2 familiarisation visits to expose Makete district government to the forest industry.

Inception phase outputs overlapped with implementation phase outputs:

- **Programme supported seed orchards maintained and safeguarded:** The programme assessed all 15 programme-supported seed orchards and facilitated urgently needed management activities.
- **The programme initiated the establishment of Best Operating Practices for managing pine natural regeneration:** A short-term national consultant was deployed to establish BoPs for the pine natural regeneration plantations in Makete. His report was widely promoted and raised a lot of interest.
- **Planning for improving sawmilling in Mafinga forest industry cluster:** The programme initiated and facilitated a workshop to discuss how best to develop forestry industries. The workshop involved various small and medium enterprises (SMEs) around Mafinga and SIDO officials.
- **Support to strengthen TGA development:** The programme, through a performance-based contract, supported TTGAU to strengthen its organisational structure as well as refine guidelines for the establishment of tree growers' associations (TGAs).
- **Follow up on the accreditation of FWITC:** As the agenda for the first programme steering committee (PSC), the programme-initiated discussion on resolving the FWITC land tenure issue so that the centre could be accredited.
- **Certification of VET curriculum:** The programme initiated a follow-up mechanism for the formalisation of curricula for vocational education and training (VET) in the forestry and wood industries.
- **Platform for regular meetings:** The programme, through its organised workshops and events, initiated discussions for establishing platforms for regular meetings with relevant stakeholders.
- **Support for sawmiller SMEs:** On 29 November 2019, PFP 2 hosted a meeting at the FWITC with Mafinga and Mufindi sawmilling businesses to discuss ideas for advancing the industry.
- **Wood energy technology:** On 18 and 19 February 2020, PFP 2 hosted a team of bio-energy experts from Eastern Universities of Finland to visit wood energy businesses in and around Mafinga. One company (Lion Energy) was provided expert support in preparing an application for EEP funding.

FINANCES

The overall projected expenditure for the eight-month inception period was EUR 1,172,504 of this amount, EUR 416,098 (36.20%) was allocated for one-time-only procurement items in April and May 2020.

By the time of reporting, the programme had initiated the procurement process and managed to procure few admin items, but due to unclarity of the programme VAT exemption and risk posed by COVID-19 the programme was not able to complete most of the procurement.

The actual expenditure for the eight-month inception period was less than expected. It amounted to only EUR 802,075 equivalent to 68% of what was budgeted. This is because the planned procurement was not completed.

CHALLENGES

The programme experienced three major challenges:

- a) The insecurity of the FWITC's tenure.
- b) Failure to formalise VAT exemption; and
- c) the COVID-19 pandemic.

The failure of the Ministry of Natural Resources and Tourism (MNRT) to purchase the FWITC site as planned led to an increase in expenditure on leasing the site and made further investment too risky.

The lack of clarity in regarding the programme's exemption from VAT and the outbreak of the COVID-19 pandemic led to delays in recruiting national staff. Furthermore, expatriates were largely limited to working remotely between March to August 2020 due to COVID-19.

LESSON LEARNT AND RECOMMENDATIONS

Overall, the programme has been seriously destabilised by major shocks. The VAT issue, COVID-19, and the failure of the MNRT to procure the FWITC site have all impacted the programme adversely. Programme decision-making has been hampered by the uncertainty imposed by these three issues. Despite the best efforts of the programme management team, time was lost, and efficiency sacrificed.

None of the above issues has been resolved.

CRITICAL ISSUES AND REVISION NEEDS

Two key critical issues for revisions observed and weakens the impact of the programme. These are the unclarity on programme VAT exemption and insecurity of FWITC land tenure.

2. BACKGROUND

Finland has long been an important partner of Tanzania in forest sector development. This long-term partnership has produced positive results in reducing poverty and inequality, contributing to economic growth and promoting sustainable development.

Among the targets of the Tanzania Development Vision for 2025 (TDV 2025) is transforming its economy from a predominantly agricultural one to a diversified and semi-industrialized one with a substantial industrial sector comparable in size to those of a typical middle-income country. This transformation is being undertaken to ensure that Tanzania makes use of its own resources to eradicate poverty and reduce aid dependency and that it becomes a middle-income country by 2025.

In 2000, the same year the TDV 2025 was launched, the MNRT commissioned a study to assess the status and prospects of the mechanical and chemical wood industries in Tanzania. The study suggested, and stakeholders in the forest sector believed that, the private sector is more efficient than the public in implementing production activities such as tree planting and that the role of the public sector be to provide an enabling environment for private-sector investments.

In 2005, the government of Tanzania, through the MNRT, started an initiative to evaluate and learn how the forestry and wood-processing industries operate. In 2009, the MNRT, through its Forest and Beekeeping Division and under a project called Private Forestry and Carbon Trading in Tanzania (PFCTT) (2010–2011), started to promote small-scale tree farming activities among farmers in the Southern Highlands. Under the PFCTT, a total of 34 TGAs with 20–140 members each were formed in Iringa, Njombe and Mbeya regions. The 2,351 members together own about 40,000 ha of woodlots.

The achievements of these projects led to the establishment of the PFP. The government of Tanzania, through MNRT, and the government of Finland, through the Finnish embassy in Tanzania, designed a long-term programme with four four-year phases, developed a PD for 2013–2017, and signed a bilateral agreement regarding the implementation of the PFP on 23 May 2013.

PFP 1 started in January 2014. It was intended to run for four years but was extended by one year to December 2018 and then further extended to 30 April 2019, by which time the original budget had been spent. The first phase was followed by a two-month bridging phase that required additional funding, which was provided by FORVAC.

PFP 2 is a four-year continuation of the five-year and four-month PFP 1. It supports smallholder plantation forestry and wood-processing industries in the Southern Highlands of Tanzania. It started on 1 November 2019 and is expected to end on 31 October 2023.

Planning for PFP 2 commenced with a formulation and an appraisal mission during October 2017 and May 2018, respectively. The draft PD that resulted from these consultant inputs was published by the Ministry for Foreign Affairs of Finland (MFA) on 15 May 2019.

The agreement between the government of Finland (GoF) and the government of Tanzania (GoT) on cooperation in the PFP 2 was signed on 18 July 2019. GoT, through the MNRT, and the GoF, through the MFA and the embassy of Finland in Tanzania, guided the mobilization of resources and the practical arrangements for the implementation of the programme to start immediately on 1 November 2019.

The overall objective of PFP 2 remained to be the same as that of PFP 1: “To promote sustainable and inclusive private forestry that contributes to Tanzania’s economic growth and alleviates poverty”. PFP 2 aims to consolidate PFP 1 achievement by shifting from direct operations to facilitation, inclusiveness, and the building of sustainability for a long-term impact.

To ensure that the plantation forestry sector in Tanzania is all-inclusive, PFP 2 was formulated with a human rights-based approach (HRBA). It will conduct a comprehensive human rights, gender, and vulnerability baseline assessment to facilitate the participation and inclusiveness of all programme stakeholders in implementation.

PFP 2's inception phase covered the eight-month period from 1 November 2019 to 30 June 2020 so that it would dovetail with the Tanzanian fiscal year, which begins on 1 July 2020. The MFA budget for the inception phase period was EUR 1,149,316, of which EUR 416,098 (34.16%) was allocated for one-time-only procurement items.

Although, the programme's RBMF was revised during the preparation of the AWP and budget for the period from 1 July 2020 to 30 June 2021¹, this report follows the original RBMF from the draft PD of May 2019 in order to be compatible with the Inception Period Work Plan for the reporting period.

¹The AWP and budget for the period of 1 July 2020 to 30 June 2021 with the revised RBMF: <http://www.privateforestry.or.tz/en/news/view/pfp-2-awp-2020-2021-july-2020-endorsed-by-psc-on-14-july-2020>

3. EXTERNAL FACTORS AND ASSUMPTIONS

3.1 Changes in external factors and analysis of the implications of these changes for the programme

The unresolved VAT exemption issue and the outbreak of COVID-19 pandemic prevented the programme from mobilising and training programme staff as originally planned. The mobilisation of most national staff was delayed by six months from January 2020 to July 2020.

The outbreak of the COVID-19 pandemic resulted in the postponing of most programme operations, including baseline studies and stakeholders' meetings. As a result, it was not possible to complete some inception period activities such as revising the programme document in the allocated period.

The PD is expected to be finalised in the next AWP period (1 July 2020 to 30 June 2021), at which point it is to be endorsed by the third programme steering committee (PSC) in December 2020 and be approved by the first programme supervisory board (SvB) towards the end of January 2021.

Because the FWITC land security of tenure was still unresolved at the end of the inception period, the implementation of FWITC-related procurement items was limited to some extent, as was the building of additional structures on the site. Some operational activities, such as nursery operations, were stopped, too, and will only be resumed upon resolving the issue. At the time of reporting, only the procurement of items for the mobile training unit had been approved.

The MFA funded the TTGAU, NFC and KVTC to support smallholders' tree growers through OSP programmes. These programmes are audited and evaluated at the end of the dry season for each planting year. During 2019, the audit was led by Embassy of Finland in Dar es Salaam. Because human resources were short, the task of auditing the OSP support was allocated to PFP 2. To some extent, this shift will change and consume both programme budget and manpower.

There were no other significant changes in external factors or assumptions.

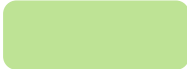


4. SITUATION UPDATE

This section presents and describes progress against the outputs and targets set out for the inception period (1 November 2019 to 30 June 2020). It reports against the outputs and targets for the inception period laid out in the draft PD of May 2019, the Inception Period Work Plan and Budget of 17 March 2020 and the Special Interim Work Plan and Budget of 16 April 2020, which addresses risks posed by the coronavirus.

The programme's delivery of the inception phase outputs overlaps with its delivery of the implementation phase outputs. This section provides a detailed discussion of the inception phase outputs and the overlapping implementation phase outputs.

The progress discussion of each output and target includes a brief progress overview and a description of deviations from achieving targets as well as of achievement status. Achievement status includes ratings of progress in each output and target as illustrated in Table 4.1 below.

Table 4.1 Ratings used for the achievement statuses of targets and outputs

Colour highlight	Description
 Green	The output has been achieved without deviation.
 Orange	The output has partially been achieved or the output has been achieved with some deviation.
 Red	The output has not been achieved and there are major deviations.

4.1 Overview of the progress achieved during the inception period

PFP 2 is currently operational, and it has established an office in Iringa, Tanzania as well as cluster-based offices in Makete and, in Mafinga/Mufindi, at the FWITC. The programme will establish one more cluster-based office, in Njombe, during the 2020/2021 AWP period.

As described in Section 2, PFP 2's inception phase covered the eight-month period from 1 November 2019 to 30 June 2020. Apart from other activities conducted during the inception period, PFP 2 strengthened communication and partnership with programme stakeholders and collaborating institutions. This was achieved through stakeholders' workshops, events, and meetings, as well as field visits organised by the programme to identify opportunities for collaborations.

During the inception period, the programme experienced three major challenges that limited the achievement of some of the outputs and targets it has set. These challenges were the lack of clarity about VAT exemption, the outbreak of the COVID-19 pandemic, and, indirectly, the fact that the security of FWITC's land tenure was not resolved.

The lack of clarity about VAT exemption limited the recruitment of staff and delayed the procurement planning process. The PMT, together with the competent authorities, resolved the issue on 5 March 2020, when the first PSC declared that VAT would be considered a programme-eligible cost until VAT exemption is secured.

In mid-March 2020, the PMT had to revise the Inception Period Work Plan and Budget of 17 March 2020 to prepare the Special Interim Work Plan and Budget of 16 April 2020, which addresses risks posed by the coronavirus. The outbreak of the COVID-19 pandemic affected various programme activities, including stakeholders' meetings and workshops, training of programme staffs, and recruitment of staff.

The issue of MNRT failing to procure the FWITC site remained unresolved.

Table 4.2 below highlights progress made toward achieving various programme outputs during the inception period. It briefly describes outputs as presented in the draft PD of May 2019, the Inception Period Work Plan of 17 March 2020 and the Special Interim Work Plan and Budget of 16 April 2020.

Figure 4.1 presents the timeline of key activities conducted by the programme during the inception period. It includes events facilitated by the programme as well as some that were hosted by partners.

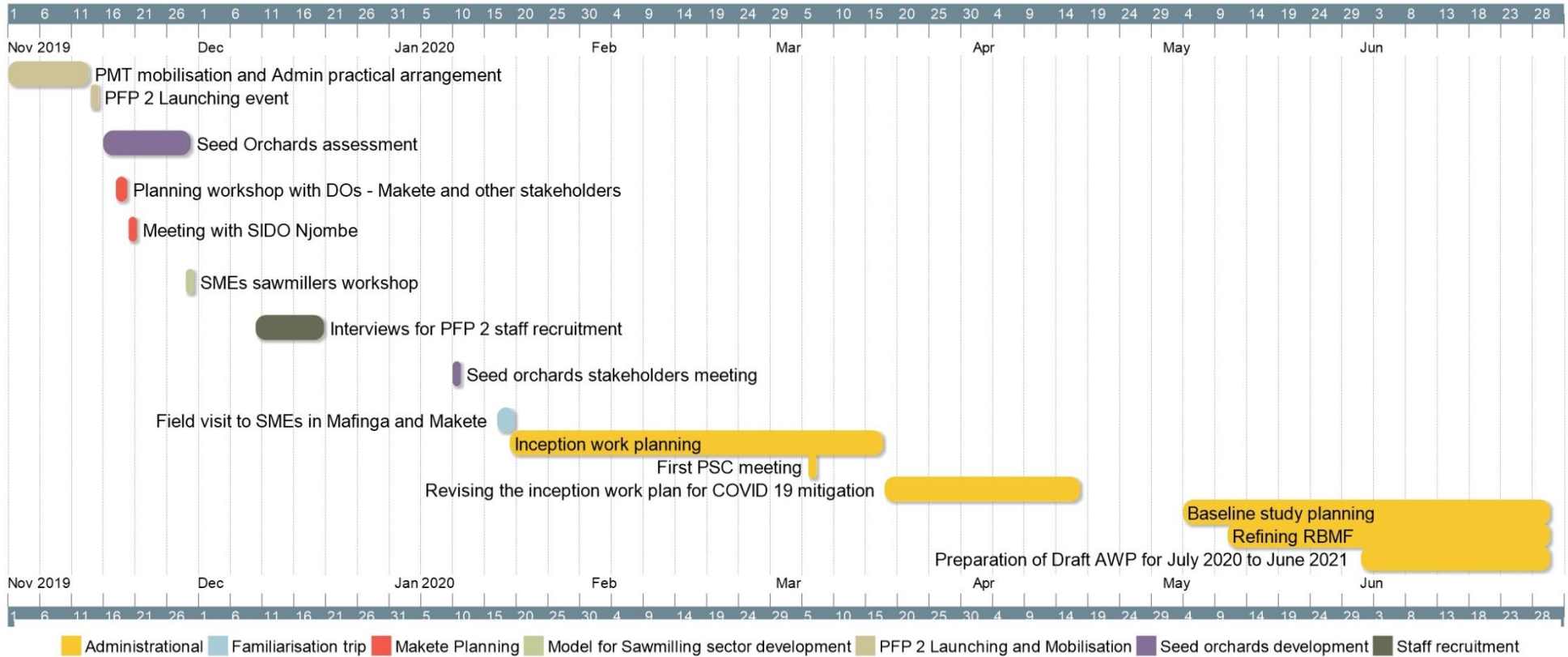
Table 4.2 List of key outputs and their achievement statuses during the inception period

Output	Achievement status	Remarks
As per the draft PD of May 2019 (pp 57–58)		
a	Project management and decision-making structures have been established, approved, and operationalised, and roles and responsibilities are defined	Achieved
b	Financial planning, management and reporting systems are in place	Minor deviations A chart of accounts was specified in the PIM and further refined in the AWP but will be finalised only in the PD
c	The Project Implementation Manual (PIM) will be amended based on PFP 1's PIM and will cover, among other things, the following issues: <ul style="list-style-type: none"> - Provisions regarding procurement - A dissemination and communication plan - A code-of-conduct for PFP staff and SPs - Administrative rules and regulations - Definitions of home office functions and support 	Minor deviations Drafted but has yet to be approved by the PSC
d	Monitoring systems and arrangements are finalised and a monitoring and evaluation (M&E) plan reviewed	Not achieved Depends on the completion of a baseline survey and revision of the PD
e	Baseline data and targets for all results are established	Not achieved Not achieved due to the COVID-19 outbreak but will be included in the PD
f	Risk analysis and risk management have been revised and finalised	Minor deviations In progress with the AWP and the revision of the PD
g	Information about the project disseminated	Minor deviations 5 stakeholders' workshops/events were conducted:
h	Staff trained in the code of conduct	Not achieved A code of conduct was incorporated in the draft PIM but no training was held due to the COVID-19 pandemic. Training is to be provided in July.

Output		Achievement status	Remarks
i	Gender and HRBA study completed and staff attended gender and HRBA sensitisation training	Not achieved	Training of staffs to be provided in July.
j	The programme held kick-off meetings and/or an inception workshops for representatives of the intended beneficiaries, all other key stakeholders (e.g. the partner Tanzania's central and local governments), and MFA/other donor representatives	Minor deviations	Kick off meetings conducted during the launch and other workshops
k	MoUs developed with districts and partners	Not achieved	Due to COVID-19
l	An agreement established with the TTGAU on modalities of planning, reporting, communicating	Not achieved	Agreement reached for the inception period, but annual performance-based contracts remain to be piloted after the AWP is approved
m	Villages selected for programme implementation jointly with partners	Minor deviations	Agreement has been reached with the government of Makete District , but village-level MoUs remain to be established due to a ban on public meetings.
n	Practical arrangements related to office premises, equipment and vehicles are made	Minor deviations	Iringa and Makete achieved. But issues regarding the FWITC are yet to be resolved
o	First year annual plan and budget (including a procurement plan) are approved by the SC	Achieved	
As per the Inception Period Work Plan of 17 March 2020			
a	Programme launched and resources mobilised	Achieved	
b	Programme staff recruited and mobilised	Minor deviations	Most staff to be mobilised in July
c	Inception period work plan and budget	Achieved	
d	AWP 2020/21	Achieved	If accepted by the PSC
e	Revised PD with updated results chain and baseline indicators	Minor deviations	Results chain revised but PD remains due to the delay in the baseline survey
f	Programme partners and stakeholders familiar with PFP 2	Not achieved	Due to the COVID-19-related delay in finalising the AWP
g	PIM preparation	Achieved	Prepared and to be approved by the PSC in July

Output		Achievement status	Remarks
h	Staff and partners with necessary capacities	Not achieved	Staff recruitment delayed due to COVID-19 but recruitment and training planned for July and August 2020
i	M&E Plan	Not achieved	Depends on the completion of the baseline survey and revision of the PD
j	Six additional TGAs registered at the district with constitutions and bank accounts and administrative capacity	Not achieved	Due to the ban on public meetings but will be undertaken from July onwards
k	Best silviculture operating practices for pine natural regeneration in Makete documented	Minor deviations	BOPs nearing finalisation
l	PFP 1-facilitated seed orchards sustained	Achieved	
m	VET 1–3 curricula for wood-processing and forestry attendants accredited by VETA	Minor deviations	Two curricula presented to VETA Board for accreditation but due to COVID-19, not yet accredited
As per the Special Interim Work Plan and Budget of 16 April 2020, which addresses risks posed by the coronavirus			
a	Protect PFP 2 Iringa Office Assets	Achieved	
b	Protect FWITC assets and promote the FWITC's security of tenure	Achieved	
c	Protect Makete assets and security	Achieved	
d	Maintain and safeguard PFP-supported seed orchards	Achieved	
e	Develop and refine PFP 2 core programme documents (PD, Inception Period Progress Report, AWP 2020/21 and PIM)	Minor deviations	Due to the COVID-19-induced delay in the baseline survey.
f	Advance the programme's adherence to HRBA and preparations for the upcoming collection of baseline data	Achieved	
g	Update and refine PMI systems	Achieved	
h	Advance preparations, initiate and follow up on procurement	Minor deviations	Major procurement initiated and to be completed by October 2020
i	Support for the TTGAU	Achieved	
j	Pursue PFP 2 finance management	Achieved	

Figure 4.1 The timeline of activities implemented by PFP 2 during the inception period



4.2 Outputs and progress achieved during the inception period

4.2.1 Programme launch and mobilisation of resources

Below is the highlight of the progress made by the programme on the targets set under Section 4.2.1:

Inception period targets (Nov 2020 – June 2020)	Progress description	Ratings
PMT mobilised and operational	CTA, NFPE and FPPE mobilised and established an environment conducive to the programme's implementation	Achieved
Handing over PFP 1 assets to PFP 2 completed	MNRT and MFA handled over PFP 1 assets to PFP 2's PMT	Achieved
Programme launched	The programme was launched on 14 November 2019	Achieved
<p>Conclusion: All targets set were achieved</p> <p>The PMT largely progressed as it had planned and laid the foundation for advancing with other programme administrative arrangements and implementation-oriented activities.</p>		

Indufor Oy and the MFA signed the PFP 2 implementation agreement on 29 October 2019, and both the CTA and the National Financial and Procurement Expert (NFPE) mobilised on 1 November 2019. The Forest Products and Processing Expert (FPPE) joined shortly after.

The MNRT and the MFA, through Embassy of Finland in Dar Es Salaam, Tanzania, handed over the PFP 1's assets to PFP 2. The MNRT and the MFA gave a go-ahead to the PMT to advance the practical arrangements needed to get the programme operational.

The programme was launched on 14 November 2019 by the Deputy Minister of Natural Resources and Tourism Hon. Constastine Kanyasu and Ambassador of Finland in Tanzania Hon. Riitta Swan (Figure 4.2). The assembled guests (TFS, FDT, DCs (Mufindi, Makete, Ludewa, Ruvuma, Kilolo and Iringa), African Forest, SHIVIMITA, SIDO, SAFIA, UWASA, Wood processing companies, TTGAU, SMEs, FWITC and others) were provided with an introduction to PFP 2 and a guided tour of the FWITC.

Figure 4.2 Stakeholders who participated in the launch of the PFP 2



4.2.2 Staff recruitment

Below is an overview of the progress towards achieving the programme's targets for the recruitment of programme staff during the inception period.

Inception Period Targets (Nov 2020 – June 2020)	Progress description	Ratings
Human resource plan completed	The PMT analysed all the positions needed and prepared a description and ToR for each identified position	Achieved
Major recruitment completed and staff mobilised	The PMT completed the selection of suitable candidates to be recruited for PFP 2 implementation	Not achieved
Conclusion: The targets were achieved with minor deviations.		
The PMT determined PFP 2 human resource needs and selected suitable candidates although it was not able to mobilise them.		

During the inception period, the PMT recruited some short-term national contractors and service providers of database and IT support who had been PFP 1 staff to assist in programme administrative arrangements (Table 4.3). The roles and TOR for these short-term national staff and service providers were defined by the PMT and approved by the competent authorities.

Table 4.3 The PMT, short-term contractors and service providers and the durations of their work

Name	Title	Duration (Months)								
		2019		2020						
		N	D	J	F	M	A	M	J	
Programme Management Team (PMT)										
1	Michael Hawkes	CTA	*	*	*	*	*	*	*	*
2	Juha Kiuru	FPPE	*	*	*	*	*	*	*	*
3	Pius Dominick	NFPE	*	*	*	*	*	*	*	*
National short-term operational staff										
4	Andrew Ferdinands	Land-Use Planning Expert							*	*
5	Davis J. Chidodo	Monitoring and Evaluation Expert	*	*	*	*	*	*	*	*
6	Hosea E. Kiyogoma	Makete Cluster Coordinator	*	*	*	*	*	*	*	*
7	Raheli J. Swai	Nursery Manager	*	*	*	*	*	*	*	*
8	Fahima Chamani	Bio-Energy Tutor	*	*	*	*				
9	Anastazia S. Kasase	Forestry Extension Officer			*	*	*	*	*	*
10	Judith Mdoti	Wood Industry Extension Officer					*	*	*	
11	Mahendeka Jeremiah	Forestry Extension Officer					*	*	*	
12	Nickson Marandu	Wood Industry Extension Officer					*	*	*	
13	George Chalamila	FWITC workshop manager			*			*	*	*
14	NuruMswaki	FWITC joinery workshop manager			*			*	*	*
National short-term administrative staff										
15	Tunu Mwalami	Accountant/Cashier - Iringa	*	*	*	*	*	*	*	*
16	Judith Michael	Office assistant - Iringa	*	*	*	*	*	*	*	*
17	Happy S. Mtenzi	Office assistant - FWITC	*	*	*	*	*	*	*	*
18	Leo J. Kiliwa	Driver	*	*	*		*	*	*	*
19	Habibu G. Mahanga	Driver	*	*	*		*	*	*	*
20	MussaMhina	Driver	*	*	*		*	*	*	*
21	Simon H. Mbala	Driver	*	*	*		*			
22	Joseph S. Mahali	Driver	*	*	*		*			
23	Essau M. Masonda	Driver	*	*	*		*			
24	Mfaume H. Kambi	Driver	*	*	*	*	*	*	*	*
25	Florian Mlelwa	Driver	*	*	*		*	*	*	*
26	Gilbert Mahali	Driver	*	*	*		*	*		
National short-term service provider										
27	Leonard Chisokole	Database and IT support	*	*	*	*	*	*	*	*

A short-term national consultant on forest silviculture was contracted to define location (site class)-specific and economically viable silvicultural regimes for pine-based forest plantations to be linked to current and projected market opportunities in Makete District.

Other consultancy inputs from external international and national experts involved the revision of the RBMF, HRBA situational analysis (the programme is to be thoroughly aligned with the HRBA applied in the development policy of the MFA) and designing the collection of baseline data. ToR for each consultancy service were approved by the competent authorities.

Major recruitment

During November 2019, the PMT determined the human resource needs for the implementation of PFP 2 as shown in Table 4.4 below. The description and ToR for the 12 different positions identified were prepared and approved by both the MNRT and the Finnish Embassy in Tanzania. On 14 November 2019, the identified positions were advertised in the national newspapers and the PFP 2 website and social media pages.

Table 4.4 List of PFP 2 staff recruitment as advertised on 14 November 2019 and the number of required candidates.

Position		Required
1	Socio-economist (SE)	1
2	Market Systems Development Specialist (MSDS)	1
3	Forest Industry Cluster Coordinator (FICC)	3
4	Land-Use Planning Expert (LUPE)	1
5	Monitoring & Evaluation Expert (MEE)	1
6	Forestry Extension Officer (FEO)	4
7	Wood Industry Extension Officer (WIEO)	4
8	Forestry Extension Worker (VET III pilot graduates from FTI) (FEW)	6
9	Forest Industry Extension Worker (VET III pilot graduates from FITI) (FIEW)	8
10	Forestry and Wood Industry Tutor VET, I – III tutor (WIT)	3
11	Nursery Manager (NM)	1
12	Bio-Energy Tutor (BET)	1
Total		34

Interviews and selection of the qualified candidate were conducted in mid-December 2019. A total of 68 persons out of 554 applicants were pre-selected to attend interviews for the 12 long-term programme positions.

The PMT failed to mobilise the recruited staff due to changes induced by the lack of clarity about VAT exemption and the outbreak of the COVID-19 pandemic. Hence, most of the staff will be mobilised during the next AWP period, which begins on 1 July 2020. But it should be noted that, some of the extension officers were urgently recruited on a short-term contract basis during the inception period to assist in the management of programme-supported seed orchards.

Table 4.5 lists all the long-term positions and names of recruits for the implementation of PFP 2. It excludes service providers and consultants, who will be contracted based on need and approval by the PMT and programme decision-making bodies.

The cluster-based approach will be implemented by the programme in the Makete, Njombe and Mafinga/Mufindi potential forestry clusters. Each cluster will be led by a forestry industries cluster coordinator (FICC) who will lead programme implementation from the PMT. The programme's organogram can be found in the programme PIM².

² PFP 2 PIM: <http://www.privateforestry.or.tz/en/news/view/programme-implementation-manual-endorsed-by-psc-2020-07-14>

Table 4.5 List of the long-term human resources for PFP 2

Name		Title
International TA		
1	Michael Hawkes	Chief Technical Advisor (CTA)
2	JuhaKiuru	Forest Products and Processing Expert (FPPE)
National TA		
3	Joyce Msigwa	Socio-Economist (SE)
4	Pius Dominick	National Financial and Procurement Expert (NFPE)
5	Eliya Elias Mtupile	Market Systems Development Specialist (MSDS)
6	Andrew Ferdinands	Land Use Planning Expert (LUPE)
7	Hosea E. Kiyogoma	Forest Industry Cluster Coordinator (FICC – Makete)
8	Andrew Mwakisu	Forest Industry Cluster Coordinator (FICC – Njombe)
9	Nyachia R. Warucha	Forest Industry Cluster Coordinator (FICC – Mafinga)
Operational staff		
10	Davis J. Chidodo	Monitoring and Evaluation Expert (MEE)
11	Raheli J. Swai	Nursery Manager (NM)
12	Fahima C Tindamanyire	Bio-Energy Tutor (BET)
13	Anastazia S. Kasase	Forestry Extension Officer (FEO) - Seed Orchard
14	Judith Mdoti	Wood Industry Extension Officer (WIEO)
15	Mahendeka Jeremiah	Forestry Extension Officer (FEO)
16	Nickson Marandu	Wood Industry Extension Officer (WIEO)
17	Anjela Thomas	Forestry Extension Officer (FEO)
18	Teresia Bashiri Mchome	Forestry Extension Officer (FEO)
19	Caren Riite	Wood Industry Extension Officer (WIEO)
20	Lidya J Fredrick	Wood Industry Extension Officer (WIEO)
21	George J. Munish	Wood Industry Extension Officer (WIEO)
22	Herman S. Mmelo	Forestry Extension Worker (FEW)
23	Edina Wilson	Forestry Extension Worker (FEW)
24	Zabron J. Mgeta	Forestry Extension Worker (FEW)
25	Augustino F. Mng'ong'o	Forestry Extension Worker (FEW)
26	Hashim Sanya	Wood Industry Extension Worker (WIEW)
27	Sesilia M Mgani	Wood Industry Extension Worker (WIEW)
28	Azizi Adam	Wood Industry Extension Worker (WIEW)
29	Yeriko M Lwila	Wood Industry Extension Worker (WIEW)
30	Philipo Simon Sanga	Wood Industry Extension Worker (WIEW)
31	Lulu F. Pandila	Wood Industry Extension Worker (WIEW)
32	Freeman D. Massawe	Forestry and Wood Industry Tutor VET I – III tutor (WIT)
33	Walter B. Mushi	Forestry and Wood Industry Tutor VET I – III tutor (WIT)
34	Chamba B. Pamba	Forestry and Wood Industry Tutor VET I – III tutor (WIT)
35	George Chalamila	FWITC workshop manager
36	NuruMswaki	FWITC joinery workshop manager
Administrative staff		
37	Tunu Mwalami	Accountant/Cashier - Iringa
38	To be recruited	Accountant/Cashier – FWITC
39	Judith Michael	Office assistant – Iringa
40	Happy S. Mtenzi	Office assistant – FWITC
41	Dilys Musila	Office assistant –Makete
42	Leo J. Kiliwa	Driver
43	Habibu G. Mahanga	Driver
44	Mussa Mhina	Driver
45	Simon H. Mbala	Driver
46	Joseph S. Mahali	Driver
47	Essau M. Masonda	Driver
48	Mfaume H. Kambi	Driver
49	Florian Mlelwa	Driver
50	Girlbert Mahali	Driver (passed out)
51	To be recruited	Drivers (four more to be recruited during the period)

4.2.3 Preparation of the Inception Work Plan for the Period of November 2019 to June 2020

Below is the highlight of the progress made in preparing the inception period work plan for the period from 1 November 2019 to 30 June 2020.

Inception Period Targets (November 2020 – June 2020)	Progress description	Ratings
The Inception Work Plan for the Period from 1 November 2019 to 30 June 2020 approved	The PMT prepared the inception period work plan of 17 March 2020 and produced a revised edition of 16 April 2020 which was approved by the competent authorities	Achieved
Conclusion: The targets achieved The PMT prepared the Inception Phase Work Plan and Budget for 2019–2020 and both were ready to be approved by the competent authorities in mid-March 2020. Later, during the peak of the COVID-19 outbreak, on 16 April 2020, this plan was revised to mitigate the threat posed by the pandemic before approval by the competent authority.		

The PMT prepared the Inception Phase Work Plan to guide programme implementation for the period from 1 November 2019 to 30 June 2020. Unfortunately, the plan was revised prior to its approval due to outbreak of the COVID-19 pandemic to prepare a special interim plan that addressed the risks posed by the impact of COVID-19. Hence, the programme entered a go-slow period to ensure the safe implementation of the programme's operational activities.

4.2.4 Progress towards achieving the revised inception work plan

The special interim plan addressing the risk posed by the impact of COVID-19 was approved by the competent authorities on 16 April 2020. Table 4.6 provides highlights of the progress made toward achieving the outputs of the revised plan.

Table 4.6 Progress toward achieving the outputs of the revised inception plan addressing the risk posed by COVID-19.

Key outputs	Progress description	Reasons for deviations	Ratings
Protect PFP 2 Iringa Office's assets	<ul style="list-style-type: none"> - The PMT, in cooperation with some short-term national staff, secured the assets. - The office was also renovated 		Achieved
Protect FWITC assets and promote FWITC's security of tenure	<ul style="list-style-type: none"> - The PMT, together with the FWITC manager, led short-term national staff in securing FWITC assets - At the time of reporting, the PMT had conducted a series of meetings to find resolution to the FWITC security of tenure issue 	The FWITC land security of tenure was still unresolved.	Not achieved
Protect Makete assets	<ul style="list-style-type: none"> - The PMT managed to protect assets in Makete and establish an office in Makete. 		Achieved

Key outputs	Progress description	Reasons for deviations	Ratings
Maintain and safeguard PFP-supported seed orchards	<ul style="list-style-type: none"> - The status of all programme seed orchards was assessed. - The PMT facilitated stakeholders' planning meetings for seed orchard development. - All prioritised seed orchards management activities were facilitated and completed. 		Achieved
Develop and refine PFP 2 core programme documents (PD, Inception Period Progress Report, Annual Work Plan 2020/21 and PIM)	<ul style="list-style-type: none"> - The PMT finalised the programme's PIM and AWP for 2020/2021 - The revised PD was aligned with the HRBA. The draft was not completed due to a delay in the baseline survey, which is now to be conducted during the next AWP period. 	The draft PD was not finalised because the outbreak of the COVID-19 pandemic prevented the completion of the baseline survey.	Not achieved
Advance the programme's HRBA adherence and preparations for the upcoming collection of baseline data	<ul style="list-style-type: none"> - The PMT contracted consultants for a literature review for the HR situational analysis that was completed in June 2020 - To ensure that the RBMF is advanced to HRBA and serves the purpose of the programme, the PMT, together with short-term national staff, service providers and consultants, refined the RBMF 		Achieved
Update and refine the programme management information systems (MIS)	The PMT conducted a series of meetings to update and refine the MIS systems as well as the programme website		Achieved
Advance preparations, initiate and follow up on procurement	Major procurement initiated and to be completed on October 2020	<p>Delays in and deviations from the implementation and accomplishment of the procurement plan were due to:</p> <ul style="list-style-type: none"> - A lack of clarity about VAT exemption, - The FWITC's unresolved land tenure situation, and - The outbreak of the COVID-19 pandemic 	Minor deviations
Support for the TTGAU	The PMT managed to establish a service provision contract with the TTGAU		Achieved

Key outputs	Progress description	Reasons for deviations	Ratings
Pursue PFP 2 finance management	The programme established the financial management system presented in the PIM		Achieved

Protect PFP 2's Iringa office assets

The PMT managed to secure the assets of the programme office in Iringa. The office is still in the same location and address as it was in PFP 1, as is described in Table 4.7 below. A list of all the PFP 1 assets handled over to PFP 2 is appended in Annex 1.

Table 4.7 Address and geographical location of PFP 2's main office in Iringa

Address and geographical location of the PFP 2 Iringa office	
Programme Title	Participatory Plantation Forestry Programme – PFP 2
Office Building ID	Plot No. 21, Block 1, Zone 1A
Street Name	Gangilonga
Postal code	P. O. Box 2244
Region	Iringa
Location	Geographical position link: https://www.google.com/maps/place/7%C2%B046'22.9%22S+35%C2%B042'24.7%22E/@-7.7730859,35.7067552,79m/data=!3m1!1e3!4m6!3m5!1s0x0:0x0!7e2!8m2!3d-7.7730249!4d35.7068481

At the time of reporting, no losses had been reported on the assets handled over to the PFP 2's Iringa office. Apart from securing these assets, the PMT, together with short-term staff and service providers, were responsible for making the office active and operational during the go-slow period.

It should be noted that, the Iringa office was also renovated to provide a better working environment. The PMT discussed the matter with the building owner and signed a mutual agreement for the renovation of the building. The proposed office building design and the signed copy of the mutual agreement has been appended in Annex 2. The total cost incurred for the renovation of the office will be discussed in detail under Section 6.

Protect the FWITC's assets and promote the FWITC's security of tenure

The PMT, together with the FWITC manager, led short-term national staff in securing the FWITC's assets. After mobilisation, the PMT conducted a meeting with the FWITC manager and other staffs on PFP 2 plans for the FWITC's development. Upon resolving the FWITC's land tenure issue, PFP 2 will supporting the FWITC's development under a performance-based contract.

At the time of reporting time, the FWITC was still in the same geographical site as it was in PFP 1. Both, the FWITC's address and geographical location are described in Table 4.8 and Figure 4.3.

Table 4.8 The FWITC's address and geographical location

The FWITC's address and geographical location	
Title	Forest and Wood Industries Training Centre– FWITC
Office Building ID	Plot No. 13-22, Block H
Street Name	Kinyanambo A
Postal code	P. O. Box 516
District/Town	Mafinga Town
Region	Iringa
Location	Geographical position link: https://www.google.com/maps/place/8%C2%B015'50.8%22S+35%C2%B017'41.1%22E/@-8.2645348,35.2932867,223m/data=!3m1!1e3!4m5!3m4!1s0x0:0x0!8m2!3d-8.264098!4d35.294738

Figure 4.3 FWITC Aerial Image and Map



MNRT failed to procure the FWITC site whilst the PMT and competent authorities continued to follow up on the issue.

In resolving the FWITC land tenure issue, the first PSC members agreed on the following:

1. The PFP 2's PMT is to lease the site for three months from the date of the PSC meeting until 11th June 2020
2. The programme was to seek support from Regional Commissioner of Iringa.
3. The PSC chairperson, together with Mrs. Mariam Mrutu (TFS), to revisit the worker training centre at Sao Hill plantation to assess the possibility of relocating the FWITC to that site.
4. A team comprising of the vice chairperson for the forest working group of the Tanzania business council (Ben Sulus), the PFP 2 CTA, and the AF project manager will secure an appointment with the responsible authority (Ministry of Lands, Housing and Human Settlements Development) and seeks its cooperation in resolving the FWITC issue.

The current FWITC site was leased up to the end of September 2020. This lease was endorsed by the first PSC meeting and approved by the competent authorities. Extension of the lease is to be decided by the PSC in communication with the competent authorities upon making progress in resolving the FWITC land tenure issue.

Also, the PMT sought support from the RC Iringa office to protect and secure the FWITC site as proposed by the PSC members. Iringa regional officials (RAS and RS) and other Iringa district and Mafinga town officials visited the site on 25 March 2020 and discussed the issue with the PMT (Figure 4.4). The regional officials agreed to follow up on the issue and communicate it to the MNRT permanent secretary and officials at the Ministry of Land.

Figure 4.4 Iringa regional and district officials together with Mafinga town officials visit the FWITC



Alternatively, the first PSC members proposed to consider shifting the FWITC to Sao Hill's old workers' training site. It was proposed that the PSC chairperson, together with Ms. Mariam Mrutu (TFS), visit the site to assess its current situation and present their findings at the second PSC meeting.

Resolution number 4 from the first PSC was not achieved due to the changes of plan and ban on public meetings stemming from the outbreak of the COVID-19 pandemic.

Although progress was made on resolving the security of the FWITC's land tenure, it had not been resolved by the time of reporting. The outbreak of the COVID-19 pandemic also contributed to the delay in resolving the issue.

Protect Makete Assets

PFP 2 is implemented using a cluster-based management approach. PMT identified three potential forestry clusters: Makete, Njombe and Mafinga/Mufindi. A description of the potentials of these clusters in terms of forestry resource owned by private smallholder tree growers can be found in the report "Forest Plantation Mapping of the Southern Highlands"³.

During the inception period, the PMT managed to secure a site and building and established a cluster-based office in Makete. A description of its geographical location is found in Table 4.9.

Table 4.9 The geographical location of the PFP 2's office in the Makete cluster

Geographical location of PFP 2 Maketecluster based office	
Title	Participatory Plantation Forestry Programme – PFP 2
Office Building ID	Plot No. 31, Block E
Street Name	Kabinda–Dombwela
Postal code	P. O. Box 2244
District/Town	Makete District
Region	Njombe
Location	Geographical position link: https://www.google.com/maps/place/9%C2%B015'12.9%22S+34%C2%B006'07.0%22E/@-9.2535833,34.1003034,834m/data=!3m1!1e3!4m5!3m4!1s0x0:0x0!8m2!3d-9.253578!4d34.101944

Overall, PFP 2 managed to establish two cluster-based offices, one in Makete and one at the FWITC for the Mafinga/Mufindi cluster. But if the FWITC is relocated to Sao Hill's old workers' training center, the PMT is thinking about establishing an office close to Mafinga town, where the targeted beneficiaries of PFP 2 can be easily reached. A cluster-based office for Njombe will be established during the next 2020/2021 AWP period.

The PMT also secured the programme-supported resources at Tandala industrial node under UTII B SME group. Currently, the sawmill is owned by the programme under the FWITC. The purpose for establishing it was for it to act as a demonstrate site to promote the advancement of wood-processing technology in Makete. At the time of reporting, no losses had been reported to the programme regarding resources at the Tandala industrial node.

Figure 4.5 PFP 2 visit to UTII B SME industrial node



³ Forest Plantation Mapping of the Southern Highlands – Final Report (Page 20): <http://www.privateforestry.or.tz/en/resources/view/forest-plantation-mapping-southern-highlands-final-report>

Maintain and safeguard PFP supported seed orchards.

The PFP collaborated with the TTGAU and the TFS to establish 15 commercial tree seed orchards. This initiative aimed to secure a Tanzanian supply of highly genetically improved tree germplasm of important species and to make it affordable for smallholders.

Below is the highlight of the progress made in seed orchards development during the inception period.

Activities	Progress description	Ratings
Seed orchard stakeholders' meeting conducted	The PMT organised and conducted one seed orchard stakeholders meeting. Some ad hoc meetings also took place.	Achieved
Management arrangements agreed upon and developed	The programme initiated the refining of all key documents for guiding the development of all programme-supported seed orchards.	Achieved
Conclusion: The programme assessed all the programme-supported seed orchards on mid-November to December 2019 to evaluate their status. The findings were discussed in the seed orchard key stakeholders' meeting on 10 January 2020. A schedule for seed orchard management activities was prepared and roles were allocated to all stakeholders. Overall, all the seed orchards are well-managed and adequately protected.		

In November and December 2019, PFP 2 assessed all the programme-supported seed orchards to evaluate their status. Overall, the assessment revealed that programme support is still needed to safeguard these seed orchards to ensure that commercial tree seed production can meet the demands of smallholders.

The PMT organized a formal seed orchard stakeholders' meeting to plan progress in seed orchard development. Via this meeting, stakeholders developed a plan and schedule for implementing seed orchards management activities as appended in Annex 3.

It was observed and recommended that weeding was urgently needed prior to implementation of other seed orchards management activities. Field visit in some seed orchards revealed weeds to be more than 2 metre tall and in other seed orchards, weeds had even suppressed trees, resulting in a poor performance.

To mitigate these challenges, the PMT contracted some of the successful interviewed extension officers who had been involved in the establishment of the seed orchards during PFP 1 to supervise weeding prior to moving on to other activities.

To promote the efficient use of resources, these programme-supported seed orchards are tentatively categorized into TGA- and TFS-based seed orchards. Practically this means that all seed orchards located on TGA land can be more easily supervised and managed by the TTGAU and those on TFS land can be more easily supervised and managed by the TFS.

For the TGA-based seed orchards, the TTGAU was contracted on a performance-based contract to supervise cleanness (weeding and firebreak) and other seed orchard management activities. Also, the TTGAU was assigned the task of assessing the land ownership status of all TGA-based seed orchards for the purpose of refining MoUs among stakeholders.

The programme carried out verification in May 2020 to assess the performance of the TTGAU in supervising seed orchards management activities as agreed under its performance-based contract. All TGA-based seed orchards were weeded, and all firebreaks maintained, as can be observed in

Figure 4.6 and Figure 4.7.

Figure 4.6 TGA-based programme-supported seed orchards after being managed.

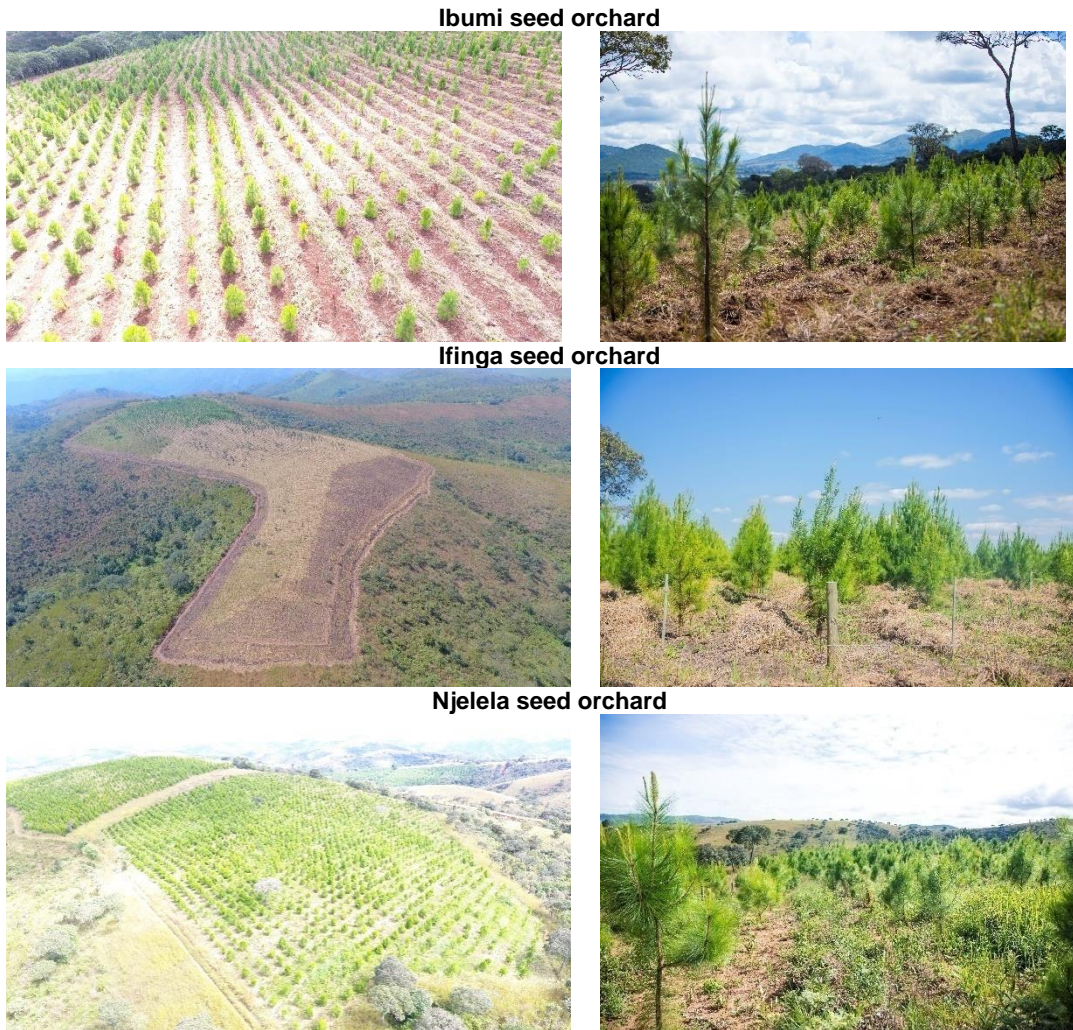


Figure 4.7 Maintained firebreaks in various TGA-based seed orchards.

Firebreak at Ifinga seed orchard

Firebreak at Maweso seed orchard



The TFS managed and supervised all the seed orchards established on its land. The programme did not contract the TFS, and most of the activities for these seed orchards were conducted in a collaborative way by PFP 2 and TFS (Figure 4.8).

Figure 4.8 Status of the TFS-based programme-supported seed orchards after being managed.

Sao Hill division 1 seed orchard



Sao Hill division 2 seed orchard



Ifinga B seed orchard



Mkongotema seed orchard



Most of the TGA-based programme-supported seed orchards are on village land. The village governments allocated land to TGAs for the establishment of seed orchards. However, at the end of PFP 1 the programme found that there were no formal agreements between village and/or district governments on the allocation of land to TGAs for seed orchard establishment.

The TTGAU was assigned the task of assessing the status of land ownership to all TGA-based seed orchards. By the reporting time, the progress made was as presented in Table 4.10. The TTGAU initiated discussions in each village and collected information and evidence that formally indicated the basis on which village land had been allocated to respective TGAs for seed orchard establishment.

Table 4.10 Summary of the activities performed in all TGA-based seed orchards

Seed orchard	Weeding	Firebreak	Beating up	Status of land ownership to TGA
Utiri	Slashing and strip weeding conducted	15 m firebreak maintained	N/A	In progress. The MoU is not yet complete.
Maweso	Slashing and strip weeding conducted	15 m firebreak maintained	N/A	Completed.
Ifinga	Slashing and strip weeding conducted	15 m firebreak maintained	N/A	In progress. Follow up on formal documents is incomplete.
Ibumi	Slashing and strip weeding conducted	15 m firebreak maintained	N/A	Completed.
Njelela	Slashing and strip weeding conducted	15 m firebreak maintained	Conducted	Completed.
Usagatikwa	Slashing and strip weeding conducted	10 m firebreak maintained	Conducted	In progress. Follow up on formal documents is incomplete.

Advance the programme's HRBA adherence and preparations for the upcoming collection of baseline data collection

During the inception period, the short-term inputs which were to be delivered on location in the programme area were largely placed on hold due to restrictions caused by the outbreak of the COVID 19. To mitigate the caused delays, the work to ensure programme adherence to the

HRBA as well as the preparations for the upcoming collection of baseline data were conducted remotely by the commissioned team as much as applicable.

PFP 2 is set to be a human rights-progressive programme to align with the HRBA. As illustrated below, the PMT identified targets that could be achieved remotely in order to mitigate the risks posed by COVID-19.

Target	Progress description	Ratings
The programme's RBMF revised	The RBMF was revised and set to be approved at the next 2020/2021 AWP PSC.	Achieved
HRBA situation analysis completed	A desk study-based human rights situation analysis was completed	Minor deviations
The design of baseline data collection completed	The programme managed to prepare a concept note for the baseline survey and study.	Achieved
Conclusion:		
The programme managed to refine the RBMF, conduct a literature review for a human right situational analysis and prepare a concept note for a baseline study and survey.		

The PMT managed to refine the programme RBMF by utilising inputs from contracted short-term national and international experts. The approval of the refined RBMF is set to take place in the second PSC.

The programme contracted a short-term consultant to align the draft PD with the HRBA to ensure that the programme is human rights progressive. Inputs from the external short-term consultant who conducted the human rights situational analysis were utilised to improve both the draft PD and refined RBMF and make them adhere to the HRBA.

A concept note on the design for baseline data collection was developed to guide planning the implementation of the baseline study.

Update and refine programme MIS

The programme improved its website and updated its MIS user interface to provide a friendlier environment for users to access programme information.

At the time of reporting, the programme had managed to improve a few issues related to the website as listed and briefly described below:

- **Retain and access hosting credentials:** During PFP 1, the programme website was hosted by a service provider known as MEPHICS (T) LTD. The service provision was extended and secured for PFP 2, and the programme managed to retain and access hosting credentials.
- **Installing a plug-in to analyse web visitors:** A plug-in for counting visitors with respect to their geographical location and their use of the website was installed. This installation is relevant for providing trends in programme performance as indicated and guided in the RBMF.

The PMT initiated discussion for collaborating with African Forestry to improve the structure, interface, and content of its website. At the time of reporting, the PMT had approved an initiative for enquiring about service provision for the re-designing of the programme website. These interventions are to be completed during the 2020/2021 AWP period.

In addition, the programme's MIS was refined and updated to match users' requirements and literacy. The database management & IT officer, in cooperation with the M&E expert, updated the MIS user interface and structure (appearance and arrangement) of data. At the time of reporting, the MIS was still accessible locally and an effort to make it accessible remotely was in progress.

The search for a solution to handling programme-collected data that has various characteristics is in progress. Finding one is vital for the programme to ensure the accessibility of data locally and remotely as well as to build the capability to handle various types of data.

4.2.5 Procurement plan

The PMT managed to prepare a procurement plan defining items to be procured and used during PFP 2. Detailed specifications for each item to be procured were given and documented.

At the time of reporting, the procurement plan had already been approved by the competent authorities and its implementation initiated. A request for quotations and tenders had been announced and quotes requested from potential suppliers.

The procurement committee was set to evaluate the tenderers for various procurement items during the early next 2020/2021 AWP period.

Annex 4 shows the main procurement items and sub-items for the planning period. The numbering of the procurement items list follows that of PFP 2's operational budget, and the main headings are as shown below.

- 3000 Programme operational costs
- 3100 Procurement A (mainly machines, tools and equipment needed for the implementation of output activities)
- 3200 Procurement B (mainly accessories for machines and supporting materials for project implementation)
- 3300 Vehicle operational costs (mainly fuel for cars, car hire, fees for tracking systems, insurance, motorcycles and their fuel, maintenance and spares, and drivers' salaries)
- 3400 Office operational costs (mainly computers, computer accessories, office rent, etc.)

At the time of reporting, few of the items related to administration under budget lines 3100 and 3200 had not been initiated due to the fact the security of FWITC's land tenure was not yet been resolved. In contrast, the programme was able to initiate the procurement of items under budget lines 3000, 3300 and 3400.

4.2.6 Develop and refine PFP 2 core programme documents

The PMT, in collaboration with short-term contracted staff, service providers and consultants, drafted the PFP 2's core programme documents.

A general overview of the progress made in drafting the PFP 2's core programme documents during the inception phase period is provided below.

PFP 2 Document	Progress description	Ratings
Programme Document	The PMT drafted the PD and reviewed the draft to ensure that it aligns with the HRBA. Because of the delay in the baseline study, however, it will be finalised only during the 2020/2021 AWP period	Not achieved
Inception Period Progress Report	The PMT managed to draft the Inception Period Progress Report but it will be approved only in the next 2020/2021 AWP period due to the change of plans necessitated by the COVID-19 threat	Minor deviations
2020/2021 Annual Work Plan and Budget	The PMT drafted and finalised the 2020/2021 AWP and Budget	Achieved
Programme Implementation Manual	The PMT drafted and finalised the programme's PIM	Achieved
Conclusion: With a few minor deviations, the PMT drafted all of the PFP 2's core programme documents on schedule for them to be endorsed and approved by the PSC and SvB respectively.		

The PMT initiated the drafting of these core programme documents early after the programme's launch and mobilisation of resources.

The Inception Period Progress Report was drafted and is set to be endorsed during the 2020/2021 AWP period. The change of plans necessitated by the outbreak of COVID-19 delayed the finalisation of the draft PD.

Revision of the programme document

The programme-initiated revision of the programme document (PD) to be aligned with the HRBA. This is to ensure that the programme is human rights-progressive, as called for in the MFA guidelines for bilateral programmes.

The PMT did not manage to finalise the PD because the conduction of baseline surveys was delayed by the outbreak of the COVID-19 pandemic.

The PMT has scheduled approval of the PD by the SvB in January/February 2021 to allow unfinished inputs to the PD to be finalised. The final draft PD will then guide programme implementation for a period of four years.

Below are the aspects remained to be incorporated in the draft PD:

- Baseline studies and survey findings
- Key stakeholders' views delayed due to banned gatherings as a result of COVID-19 outbreak
- Since little familiarisation was conducted, the outcomes of more familiarisation during the next AWP period will be added to refine the PD
- The final refining of the RBMF will ensure that it is implementable and that its serves programme purposes for a period of four years.

Preparation of the annual work Plan for Jul 2020/Jun 2021

The PMT finalised a draft of the AWP for the period from 1 July 2020 to 30 June 2021. The AWP and Budget for the 2020/2021 period was endorsed by the PSC after the reporting period on 14 July 2020.

After refining the programme's RBMF, the programme used it as the basis for planning activities for the 2020/2021 AWP and Budget.

The draft AWP and Budget for the period from 1 July 2020 to 30 June 2021 was approved by the quality support group on 26 June 2020 and approved by the programme CTA on 29 June 2020. The budget for the AWP provided by Government of Finland is EUR 3,185,598.

Preparation of the Programme Implementation Manual

The PMT, together with other short-term contracted national staff and service providers drafted the programme PIM. The PIM was approved by the Quality Assurance Team in June 2020 and was endorsed after the reporting period by the second PSC on 14 July 2020.

It was agreed by the team that the draft PIM could continue to be used for the familiarisation and training of programme staff since it is in the good status. Comments on and changes to the document can be applied without affecting the overall purpose of the document itself.

4.2.7 Contracting PFP service providers

The PFP 1's approach to the support of smallholder tree growers and SMEs was refined for PFP 2. Most partners receiving support from the programme will be contracted under a performance-based contract to ensure sustainability and promote a sense of ownership.

The programme-initiated discussion with AF to collaborate under a performance-based contract. Both PFP 2 and AF identified communication as a starting point for collaboration.

Support to TTGAU

PFP 1 supported the formation and establishment of the TTGAU in 2017. Currently the TTGAU is operational in the Southern highland under the Southern Highland Tree Growers Association

(SHTGA) and has an office in Njombe town. It has 136 member-TGAs with more than 9,000 individual tree growers⁴.

The PMT conducted a detailed work planning exercise during the inception phase period involving the TTGAU and other key stakeholders. As a result of this to strengthen and ensure the sustainability of the TTGAU, the programme issued a performance-based service provision contract to the TTGAU. The contract was issued in March 2020 for the TTGAU to undertake various activities from March 2020 to the end of June 2020.

It should be noted that, in March 2018, the TTGAU, through the SHTGA, signed a support contract with We Effect, AgriCord and FFD, and, in August 2019, the TTGAU signed a contract with the MFA to support the Out growers Scheme Project (OSP). The programme observed that the support requested by the TTGAU for administrative items is also provided by other donors (MFA, We Effect, AgriCord and FFD).

The TTGAU received administrative support from the MFA, which contributed 50% of its total need, as well as from We Effect and AgriCord, which together contributed the remaining 50%. During a follow-up, the PMT discovered that since 50% of the MFA fund disbursed was used to purchase a vehicle rather than on administration, the TTGAU had requested the programme for TZS 11,408,250 (EUR 4,474) to fill the gap.

The TTGAU managed to complete all the key deliverables although some minor deviations resulted due to delays caused by the outbreak of the COVID-19 pandemic and its impacts as well as natural occurrences such as high rainfall that rendered some seed orchards inaccessible and made it difficult to implement seed orchard management activities.

Below were the key deliverables that the TTGAU was contracted by the programme to provide during the inception period:

- Ensure all PFP-supported seed orchards have caretakers who are paid.
- Ensure all PFP-supported seed orchards have standard (10 m – 15 m wide) fire breaks.
- Produce a comprehensive report on the status of PFP 2-supported seed orchards as of 30 June 2020.
- Revise the TTGAU's constitution
- Produce a guideline for the establishment of TGAs.
- Manage a PFP 2 support office and hire personnel.

The breakdown for the financial support provided by the programme for each contracted activity is presented in Table 4.11. The total value of the contract was TZS 25,840,250 (EUR 10,133). Payment was made in three phases: 30% when the contract was signed for mobilisation, 30% at the end of May 2020 upon the submission of a progress report submitted and 40% when a final report was submitted and approved by both parties.

Table 4.11 The activity-wise budget for the TTGAU's performance-based contract based on

Activity	Cost	
	TZS	EUR
Office and personnel (administrative costs)	11,408,250	4,474
All PFP 2 supported seed orchards have caretakers who are paid.	3,080,000	1,208
All PFP 2 supported seed orchards have standard (10 m-15 m wide) fire breaks	7,500,000	2,941
Comprehensive report on the status of PFP 2-supported seed orchards as of 30 June 2020	1,250,000	490
Revision of the TTGAU's constitution	1,602,000	628
Guideline for establishing TGAs	1,000,000	392

⁴ About TTGAU: <https://www.ttgau.or.tz/index.php/about>

Total	25,840,250	10,133
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The TTGAU revised its constitution to suit its purpose well and to ensure efficient support to its members. Table 4.12 briefly describes all the changes ensued from an executive committee board meeting that was held during the inception phase period.

A guideline for establishing TGAs was drafted and shared to the PFP 2. This is a useful document for both the TTGAU and PFP 2 in ensuring the sustainability of support for tree growers and their respective TGAs. Further work will be needed to develop the guideline so that it can be used in detailed work planning.

A detailed description of the activities performed in programme-supported seed orchards is discussed in the above sub section.

Table 4.12 Key refinements made to the TTGAU's governance structure

Item	Specific area	Old version	New version	Remarks	
1	Board	Size of the board	16 members	Maximum 7	Increase effectiveness and efficiency
		Composition	Two elected representatives from each district	Qualification based/includes technical advisors	Increase effectiveness
		Gender	Silent	At least one-third women	Increase women's participation in decision-making processes
2	Leadership	Elected leaders	Chairperson, vice-chairperson, secretary and treasurer	Chairperson, vice-chairperson and Treasurer	Organisational restructuring to improve efficiency and conform with the law
		Professionals	Apex body service manager	Secretariat with several staff	Improve service provision to members
3	Annual General Meeting (AGM)	Number of meetings per year	Two	One	Minimize cost and increase accountability
		Participants	Two representatives from each TGA	Two representatives from each network (ward level)	Lower costs
		Gender	Silent	Equal representation (male and female)	Increase inclusivity
4	Inclusivity	Gender	Silent	Women form at least 1/3 in all decision-making bodies	Voices of women are heard
5	Finance	Management	Bank account	Current bank account	Increase security of funds
		Signatories	Two groups: 1. Chairperson and treasurer 2. Secretary and one board member	Two groups: Each group is composed of one member of the secretariat team and one member of the board but not accountant and treasurer	Increase accountability and minimize cost as well as increase security of funds
		Sources of funds	Silent	1. Promote members contributions 2. Initiate different economic activities	Strengthen economic base

4.2.8 Development of a monitoring and evaluation system

The programme managed to refine key tools for its M&E system. Despite the challenges, the PMT managed to refine the RBMF, prepare the PIM⁵, review the PD and lay out a plan for the inception phase. This work improved the M&E system of the programme for use with the ongoing activities in the next AWP period.

During the inception period, the programme was unable to prepare quarterly reports due to the changes in its plans described above. That said, the programme's progress in implemented activities and targets set for the period were monitored against the approved inception phase work plan.

A discussion about whether to report on a quarterly or semi-annual basis was resolved with the decision that reporting would continue as it was in PFP 1. In other words, every year the PMT will prepare three quarterly reports that are to be approved by the PSC and one annual progress report that is to be endorsed and approved by the PSC and SvB respectively (

Table 4.13).

Table 4.13 The approved programme reporting schedule

Reports	Reporting period*	Approval
1 st Quarterly report	July - September	Approved by the PSC
2 nd Quarterly report	October - December	Approved by the PSC
3 rd Quarterly report	January - March	Approved by the PSC
Annual progress report	Whole financial year	Endorse by the PSC and approved by the SvB

**it should be noted that the programme's financial year begins on 1 July.*

The PMT agreed to prepare an M&E plan at the beginning of each AWP period for approval by the programme CTA.

4.2.9 Inception activities overlapped with implementation phase outputs.

Some of the outputs achieved during the inception period overlapped with implementation phase outputs as described in Table 4.14.

Table 4.14 Progress made during inception period that overlap with implementation phase outputs.

Result area 1: Tree growers establish and manage plantations	
Output 1.1: Private forestry organisations are strengthened	The programme supported TTGAU by facilitating reviewing of its constitution and developing of the draft guideline for TGA establishment.

⁵The Programme Implementation Manual
<http://www.privateforestry.or.tz/en/news/view/programme-implementation-manual-endorsed-by-psc-2020-07-14>

<p>Output 1.2: Stakeholders' capacity in tree growing has been strengthened</p>	<ul style="list-style-type: none"> i. The programme-initiated mobilisation of key stakeholders through ad hoc meetings to prepare roadmap for accreditation and formalisation of VET 1-2-3 curricula for forestry and wood processing attendants. ii. The programme contracted a short-term national consultancy to assess and develop BoPs for pine natural regeneration. In mid - December the programme organised a TGA and DOs – Makete workshop to pilot and train tree growers in Makete forest industry cluster. iii. The programme facilitated development of PFP supported seed orchards in collaboration with TTGAU and TFS.
<p>Output 1.3: Tree growers' access to forest financing increased and diversified</p>	<ul style="list-style-type: none"> i. In November 2019 and February 2020, the programme met SIDO Njombe and Iringa respectively, to discuss opportunity for collaboration regarding increase access to finance in forest sector. ii. In the workshop organised by the programme on 18 and 19 November 2019 in Makete forestry industry cluster, the CDO – Makete, BDO – Makete and other participants showed positive response toward and readiness to collaborate with the programme in ensuring that tree growers have access to finance.
<p>Output 1.4: People have increased capacity and resources to manage fires</p>	<ul style="list-style-type: none"> i. The programme initiated some discussions and follow-up on the fire management interventions conducted by the TFS and managed to obtain the developed national integrated fire management guideline. ii. Communication maintained through TTGAU on PFP 1 supported plantations. only one case of fire damage in Mavanga village reported to the programme through TTGAU.
<p>Output 1.5: Strengthened communication</p>	<p>To strengthen communication in the forestry sector, the programme conducted meetings with various stakeholders.</p> <ul style="list-style-type: none"> i. At the end of January 2020, the programme met with the FDT and RLabs to discuss areas for collaboration in programme implementation. ii. The TaFF visited the programme to understand PFP 2's contribution to the forestry sector development. iii. SUA, through the established National Carbon Monitoring Centre (NCMC), visited the programme for information on the interventions and achievements by PFP.

Output 1.6: Institutionalisation of private forestry	<p>The programme organised the following events to ensure institutionalisation:</p> <ol style="list-style-type: none"> i. PFP 2 launching event on 14 November 2019 ii. 1 workshop in Makete forestry industry cluster iii. Meetings with stakeholders including Tree growers, district governments, FITI, FTI, SIDO, SUA, FDT, Rlabs and other collaborating partners. iv. The programme managed to organise one steering committee meeting. v. The programme through CTA participated on the 12th and 13th African Forestry Executive Committee / Board of Directors' meetings on Friday, 29 November 2019, and 31 January 2020 respectively at Green Resources Offices, Masaki, in Dar es Salaam. The CTA also attended the 15th African Forestry Executive Committee / Board of Directors meeting on Thursday, 28 May 2020 via the Zoom online platform.
Result area 2: SMEs establish and manage processing enterprises	
Output 2.1: Capacity of small and medium enterprises and their employees strengthened	The programme initiated some discussion with various associations representing micro, small and medium enterprises in the Southern Highlands on improvements in technology as well as the development of the forestry sector in general.
Output 2.2: Increased access of SMEs to financing	<p>On 18 and 19 February 2020, PFP 2 hosted a team of bio-energy experts from Eastern Universities of Finland.</p> <ol style="list-style-type: none"> i. The team included Dr. Reijo Leppalainen, Professor at the University of Eastern Finland; Dr. Harri Auvinen, Research Manager; Mr. Markku Huhtinen, Senior Lecturer; Ms. Ulla Santti, RD Coordinator and Lecturer at the Savonia University of Applied Sciences; and Mr. Simo Paukunen, Project Specialist of Karelia University of Applied Sciences. ii. It was agreed that PFP 2 would organise with local SMEs to attend the planned summer school programme at the Savonia University of Applied Sciences. iii. Lion Energy Company was provided expert support to prepare an application for EEP funding.
Output 2.3. Improved quality of products along the processing value chain	<ol style="list-style-type: none"> i. On 29 November 2019, PFP 2 hosted a meeting at the FWITC with Mafinga/Mufindi sawmilling businesses to discuss forestry industries development. ii. The FPPE met with Finnish SME Sawmillers Association on 3 January 2020 in Lappeenranta Finland, to plan, brainstorm and discuss ideas on sourcing, purchasing, and exporting second-hand wood processing machines from Finland to Tanzania. iii. PFP 2 maintained communication and facilitating SCUBPU. In January 2020, SCABPU stakeholders held a meeting to advise the MNRT on charcoal to be produced at Stigler's George area in RUFUJI under the initiative of the PS of MNRT through the chairman of SCABPU, Mr. Anyelwise Mahenge.
Output 2.4. Improved communication among SMEs, wood producers and customers	The programme organised 2 field visits to its stakeholders to familiarise and discuss on potentiality of the tentatively selected forest industry clusters for PFP 2 interventions.
Output 2.5: Policy and partnership support	The programme-initiated discussion with SIDO to collaborate in improving sawmilling technology.

5. LESSONS LEARNT

Overall, the programme has been seriously destabilised by major shocks. The VAT issue, COVID-19 and the failure of the MNRT to procure the FWITC site have all impacted the programme seriously. Programme decision-making has been hampered by the uncertainty imposed by these three issues. Despite the best efforts of the PMT, valuable time has been lost and it has not been possible to implement activities as efficiently as would otherwise have been possible.

At the time of reporting, none of the above three issues had been resolved.

6. FINANCE

The overall budget for the inception period was EUR 1,172,504 of which EUR 416,036 (36.2%) was for one-time-only procurement items.

The actual expenditure was EUR 802,075 (70% of the total inception phase budget) (Figure 6.1).

Detailed representation of the actual expenditure during the inception period is presented in Table 6.1.

It should be noted that, the inception phase activities were not charged independently. They were being treated and charged under operational budget as implementation phase activities. Below are the reasons for over and under expenditure during the reporting period:

- At the time of reporting, the programme had managed to initiate the procurement process though the actual expenditure of the procurement will be realised during the next 2020/2021 AWP period. It should be noted that the procurement status of some of the items depends on resolving the FWITC land tenure issue.
- Due to uncertainty caused by the outbreak of COVID-19, the CTA worked one extra month (May 2020), during refining of the result-based management framework and drafting of the 2020/2021 annual work plan. This affected variation observed under TA international budget line.
- Due to cooperation existing between PFP 2 and FORVAC, The PFP 2 land use planning expert who was supposed to join the programme from FORVAC was not engaged as planned because of other assignment to be accomplished in FORVAC.
- Under output 1.3, the realised seed orchards costs were relatively low compared to the budgeted. The programme planned to facilitate TTGAU in repair of seed orchards fencing that could not take place by the reporting period.
- Under output 2.1, the operational staff health insurance of TZS16,509,907 (EUR6,603) charged, was not budgeted. Additionally, we adjusted the staff salaries (Joinery/Sawmill) due to additional responsibilities.
- Under output 2.3, the Programme purchased wood logs from Sao Hill which were used for training. These logs were also used for exhibition of quality sawing.
- For the output 2.4, the programme organised familiarization field visit with SMEs associations and district governments as well as 1 workshops to strengthen communication between SMEs, wood producers and clients, where all these activities were underestimated.

Figure 6.1 Summary of the inception phase expenditures from 1 November 2019 to 30 June 2020

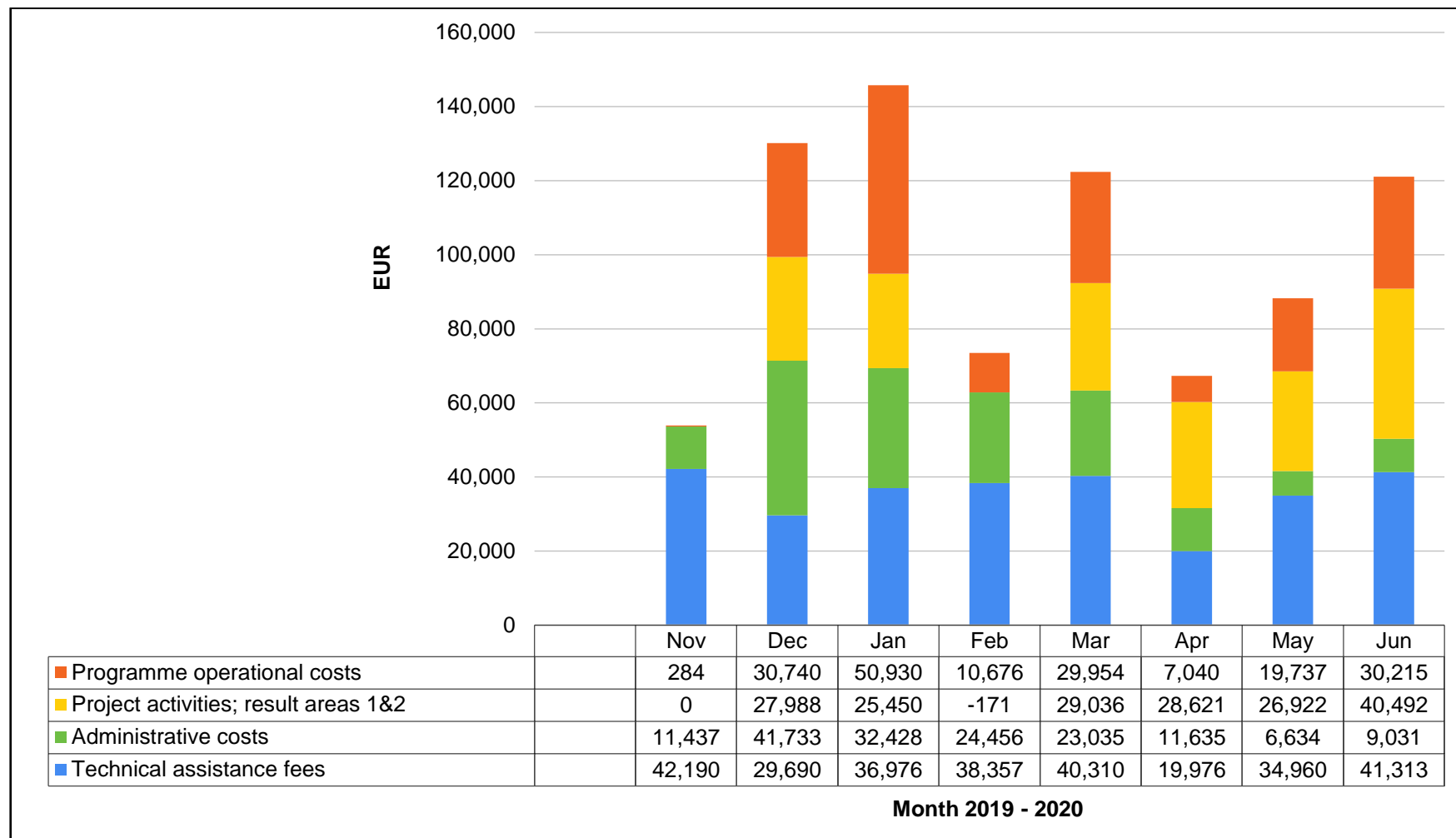


Table 6.1 Detailed budget summary for the inception phase expenditures

Budget item		IPWP Budget 11/2019-06/2020	Actual expenditure	Used (%)	Balance
GRAND TOTAL PFP 2 Budget 11/2019-6/2020		1,172,504	802,075	68.4%	370,429
TECHNICAL ASSISTANCE TOTAL (100 + 200)		421,683	444,161	105.3%	-22,478
100	TECHNICAL ASSISTANCE, Fees	275,104	283,773	103.2%	-8,669
	<i>Technical Assistance Fees, International</i>	215,571	228,452	106.0%	-12,881
	<i>Technical Assistance Fees, National</i>	59,533	55,320	92.9%	4,212
200	TECHNICAL ASSISTANCE, Administrative costs	146,579	160,388	109.4%	-13,810
300	External Audit			N/A	
400	Programme operational costs, Result area 1 + 2	164,762	178,339	108.2%	-13,577
	Result area 1: Tree growers establish and manage plantations	133,560	126,036	94.4%	7,524
	Output 1.1 Private forestry organizations are strengthened	60,571	59,785	98.7%	786
	Output 1.2 Stakeholders capacity in tree growing has been strengthened	71,536	64,799	90.6%	6,738
	Output 1.3 Tree growers' access to forest finance increased and diversified	977	977	100.0%	0
	Output 1.4 People have increased capacity and resources to manage fires	-	-	-	-
	Output 1.5 Strengthened communication	476	476	100.0%	0
	Output 1.6 Institutionalization of private forestry	-	-	-	-
	Result 2: SMEs establish and manage processing enterprises	31,202	52,303	167.6%	-21,101
	Output 2.1 Capacity of SMEs and their employees strengthened	27,060	36,601	135.3%	-9,540
	Output 2.2 Increased access of SMEs to financing	-	-	-	-
	Output 2.3 Improved quality of products along the processing value chain	-	6,087	-	-6,087
	Output 2.4 Improved communication between SMEs, wood producers and clients	4,142	9,615	232.2%	-5,473
	Output 2.5 Policy and partnership support	-	-	-	-
500	Programme procurement costs A + B + operational costs vehicles and office	586,060	179,575	30.6%	406,484
600	Out grower scheme			N/A	
700	Joint M&E missions			N/A	
800	Contingency			N/A	

7. CRITICAL ISSUES AND REVISION NEEDS

The programme's VAT exemption was not formalised, and during the reporting period the programme has paid EUR 26,241.58 (TZS 65,866,385.86) in VAT of which EUR 19,588.44 was for Human Resources management and EUR 6,653.14 was for other procurements, a sum which, in effect, is a direct budget transfer that weakens the impact of the programme.

MNRT did not procure the FWITC site.

Annex 1

Programme's Assets register

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PSC ALLOYS GASPER MAWERE	PSC AloyceMawere
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PSC BEN MFUNGO SULUS	PSC BEN MFUNGO SULUS
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PSC DEUSDEDIT BWOYO	PSC DEUSDEDIT BWOYO
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PSC ELICE R. SIMONILE	PSC ELICE R. SIMONILE
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PSC GUMBO BERNARD MVANDA	PSC GUMBO BERNARD MVANDA
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PSC KINGAZI W.K SHEKILANGO	PSC KINGAZI W.K SHEKILANGO
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PSC LAURENT MFUGALE	PSC LAURENT MFUGALE
Laptop	HP ENVY 14-K112 TOUCH	1	Working	PSC MARIAM MRUTU	PSC MARIAM MRUTU
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PSC MARIAM MRUTU	PSC MARIAM MRUTU
Laptop	Dell	4	Working	FTI (VET students)	FTI
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	YAMAHA YBR125G	1	Working	FWITC	FWITC
Motorcycle	Yamaha XTZ 125	1	Working	FWITC	FWITC
Motorcycle	Yamaha XTZ 125	1	Working	FWITC	FWITC
Motorcycle	Yamaha XTZ 125	1	Working	FWITC	FWITC
Motorcycle	Yamaha XTZ 125	1	Working	FWITC	FWITC
Motorcycle	Yamaha XTZ 125	1	Working	FWITC	FWITC
Motorcycle	yamaha AG 200	1	Working	FWITC	FWITC
Motorcycle	yamaha AG 200	1	Working	FWITC	FWITC
10,000 Litres plastic water tanks		1	Working	FWITC	FWITC
3 phase Motor 5.5HP 2800 RPM for FWITC wood working machine		1	Working	FWITC	FWITC
4000 Mafinga Nursery iron tray for seedlings production		1	Working	FWITC	FWITC
Automatic Blade Grinder machine		1	Working	FWITC	FWITC
Automatic Teeth setting		1	Working	FWITC	FWITC
Bandsaw machines		1	Working	FWITC	FWITC
Basement construction sawspec 660 at slide tech building		1	Working	FWITC	FWITC
Blade welding machine		1	Working	FWITC	FWITC
Briquette Making Machine		1	Working	FWITC	FWITC
Briquette making machine		1	Not working	FWITC	FWITC
Chainsaw	Husqvarna 390	1	Working	FWITC	FWITC

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
Chainsaw	Husqvarna 390	1	Working	FWITC	FWITC
Chainsaw	Husqvarna 395	1	Working	FWITC	FWITC
Chainsaw		3	Working	FWITC	FWITC
Charcoal building		1	Working	FWITC	FWITC
Charcoal kiln	Semi transportable metal	1	Working	FWITC	FWITC
Clearing saw stihl FS450 and circular saw blade stihl 200-22		1	Working	FWITC	FWITC
Container 20 Feet	20 Feet Container	1	On Site	FWITC	FWITC
Container 20 Feet	20 Feet Container	1	On Site	FWITC	FWITC
Container 20 Feet	20 Feet Container	1	Working	FWITC	FWITC
Container 40 Feet		1	Working	FWITC	FWITC
Container 40 Feet		1	Working	FWITC	FWITC
Container 40 Feet	40 Feet Container	1	On Site	FWITC	FWITC
Container 40 Feet	40 Feet Container	1	On Site	FWITC	FWITC
Container 40 Feet	40 Feet Container	1	On Site	FWITC	FWITC
Container 40 Feet	40 Feet Container	1	On Site	FWITC	FWITC
Conveyor and other parts		1	Working	FWITC	FWITC
Desktop	HP PRO 3500 IS	1	Working	FWITC	FWITC
Desktop	HP	1	Working	FWITC	FWITC
Digging a new well and repair the old one at Mafinga		1	Working	FWITC	FWITC
Digital weighting scale		1	Working	FWITC	FWITC
Double Amour break down and resaw		1	Working	FWITC	FWITC
Electricity Generator	ATM Generator 100KVA	1	Working	FWITC	FWITC
Eletrical installation material for charcoal and briquets factory		1	Working	FWITC	FWITC
Furniture for Training centre		1	Working	FWITC	FWITC
FWITC Building construction		1	Working	FWITC	FWITC
Garage at FWITC		1	Working	FWITC	FWITC
GPS	GARMIN	1	Working	FWITC	FWITC
Heavy duty Car Jacks		1	Working	PFP Iringa	FWITC
Horizontal Trolley saw machine 42" and Vertical Band saw machine 42"		1	Working	FWITC	FWITC
Installation of lightening protection at FWITC		1	Working	FWITC	FWITC
Laptop	HP 15"	1	Working	FWITC	FWITC
Log conveyor for FWITC sawmill		1	Working	FWITC	FWITC
Logger	Bell Logger	1	Working	FWITC	FWITC
Microfone amplifier	Amplifier 95W	1	Working	FWITC	FWITC
Mobile phone		1	Working	FWITC	FWITC
Motor vehicle	Toyota Hardtop	1	Working	PFP Iringa	FWITC
Motor vehicle	Toyota Hardtop	1	Working	PFP Iringa	FWITC
Motor vehicle	Toyota Landcruiser VX	1	Working	PFP Iringa	FWITC
Motor vehicle	Toyota Hardtop Pickup	1	Working	PFP Iringa	FWITC
Motor vehicle	Toyota RAV4	1	Working	PFP Iringa	FWITC
Motor Vehicle	Toyota Landcruiser	1	Working	FWITC	FWITC

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
Office chair	BLACK OFFICE CHAIR	1	Working	FWITC	FWITC
Office chair	BLACK OFFICE CHAIR	1	Working	FWITC	FWITC
Office chair	BLACK OFFICE CHAIR	1	Working	FWITC	FWITC
Office chair	BLACK OFFICE CHAIR	1	Working	FWITC	FWITC
Office chair	BLACK OFFICE CHAIR	1	Working	FWITC	FWITC
Office chair	BLACK OFFICE CHAIR	1	Working	FWITC	FWITC
Office chair	BLACK OFFICE CHAIR	1	Working	FWITC	FWITC
OFFICE CHAIR	BLACK OFFICE CHAIR	1	Working	FWITC	FWITC
Office chair		1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Desk	Locally made	1	Working	FWITC	FWITC
Office Furniture		1	Working	FWITC	FWITC
Office safe	MAHMAYI SD 103T	1	Not Working	FWITC	FWITC
OFFICE TABLE	LOCAL	1	Working	FWITC	FWITC
OFFICE TABLE	LOCAL	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
OFFICE TABLE	LOCALLY MADE	1	Working	FWITC	FWITC
Optimal HD 28 Projector for training centre		1	Working	FWITC	FWITC
Photocopier	CANON IR 2420 DIGITAL COPIER	1	Working	FWITC	FWITC
Photocopier		1	Working	FWITC	FWITC
PHOTOCOPY TABLE	LOCAL	1	Working	FWITC	FWITC
Polytank tank 10,000		1	Working	FWITC	FWITC
Printer	HP M200CPM IN 25 COLOUR LASERJET PRINTER	1	Working	FWITC	FWITC
Printer	HP Laser	1	Working	FWITC	FWITC

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
Printer	Epson	1	Working	FWITC	FWITC
Printer for front office		1	Working	FWITC	FWITC
Projector	Sony VPL-DX 100 Projector	1	Working	FWITC	FWITC
Pruning saws		1	Working	FWITC	FWITC
Pruning saws and Hand trowers freight		1	Working	FWITC	FWITC
Purchase ofTipping trailer brand new 12T		1	Working	FWITC	FWITC
REFRIDGERATOR	WESTPOINT	1	Working	FWITC	FWITC
Roll up screen for Projector	Roll up screen 240x240	1	Working	FWITC	FWITC
Saw doctoring machineries		1	Working	FWITC	FWITC
Saw dust briquetting machine		1	Working	FWITC	FWITC
Scanner for training center		1	Working	FWITC	FWITC
Slidetec(15m) mobile model with equipment and spare parts		1	Working	FWITC	FWITC
Sliding Cabinet	B Low slide door cabinet	1	Working	FWITC	FWITC
Small items for training centre		1	Working	FWITC	FWITC
Solar battery-Gaston Masalu		1	Working	FWITC	FWITC
Submersible pump for Mafinga training centre		1	Working	FWITC	FWITC
Timber Trolleys		1	Working	FWITC	FWITC
Tractor	John Deere 70 HP	1	Working	FWITC	FWITC
Training centre working tools		1	Working	FWITC	FWITC
TV at Mafinga FWITC		1	Working	FWITC	FWITC
Two sided plane Machine		1	WIP	To be delivered	FWITC
UPS 1500KVA SMART UPS	APC SMART UPS	1	Working	FWITC	FWITC
Vacuum Drier		1	Working	FWITC	FWITC
Video Show Equipment		1	Working	FWITC	FWITC
Water dispenser	Water dispenser	2	Working	FWITC	FWITC
Water dispenser	Water dispenser		Working	FWITC	FWITC
Water dispensers for office		1	Working	FWITC	FWITC
Water pump for FWITC		1	Working	FWITC	FWITC
Wood treatment plant		1	Working	FWITC	FWITC
WOODEN FILING SHELF	LOCALLY MADE	1	Working	FWITC	FWITC
WOODEN FILING SHELF	LOCALLY MADE	1	Working	FWITC	FWITC
DIGITAL CAMERA WITH EXTRA BATTERY	Canon D650	1	working	PFP Iringa	FWITC
GPS	Garmin GPSMAP64	4	Working	Mahendeka Jeremiah	FWITC
Laptop	Lenovo	1	Working	PFP Iringa	FWITC
Desktop	HP	1	Working	FWITC	Iringa
Desktop	HP	1	Working	FWITC	Iringa
Desktop	HP	1	Working	FWITC	Iringa
GPS	GARMIN	1	Working	FWITC	Iringa
GPS	GARMIN	1	Working	Handed over Ludewa DC	Ludewa DC
UPS 650KVA	APC	1	Working	Handed over Ludewa DC	Ludewa DC
Charcoal Kiln	Semi transportable metal	1	Not working	Makete	Makete
Charcoal kiln	Semi transportable metal	2	WIP	Makete	Makete

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
Container 40 Feet	Semi transportable metal	1	On Site	Makete	Makete
Makete UTIIB Sawmill		1	Working	Makete	Makete
Desktop	HP PRO 3500 IS	1	Working	Handed over Makete DC	Makete DC
Desktop	HP PRO 3500 IS	1	Working	Handed over Makete DC	Makete DC
GPS	GARMIN	1	Working	Handed over Makete DC	Makete DC
GPS	GARMIN	1	Working	Handed over Makete DC	Makete DC
UPS 650KVA	APC	1	Working	Handed over Makete DC	Makete DC
Air Conditioner	Samsung split unit	1	Working	MNRT	MNRT
Coffee table	Round table		Working	MNRT	MNRT
Desktop	HP	1	Working	MNRT	MNRT
Desktop	HP	1	Working	MNRT	MNRT
Desktop	HP	1	Working	MNRT	MNRT
Desktop	HP	1	Working	MNRT	MNRT
Desktop	HP	1	Working	MNRT	MNRT
Excutivechair,Visitorchair,Tv stand and center table		1	Working	MNRT	MNRT
Laptop	HP Spectre	1	Working	MNRT	MNRT
Laptop	HP Spectre	1	Working	MNRT	MNRT
Laptop	HP Spectre	1	Working	MNRT	MNRT
Laptop	Dell	1	Working	MNRT	MNRT
Mobile Phone	Samsung Galaxy Note 9	1	Working	MNRT	MNRT
Mobile Phone	SAMSUNG GALAXY NOTE	1	Working	MNRT	MNRT
Mobile Phone	Samsung S7 Edge	1	Working	MNRT	MNRT
Office Cabinet	Semi circular cabinet		Working	MNRT	MNRT
Office chair	Black office chair		Working	MNRT	MNRT
Office chair	Black office chair		Working	MNRT	MNRT
Office Table	TJMB 2926 -C	7	Working	MNRT	MNRT
OPTMA HD 28 Projector for MNRT office		1	Working	MNRT	MNRT
Printer	HP LaserJet	1	Working	MNRT	MNRT
Visitors chairs	Black pvc chairs		Working	MNRT	MNRT
Wireless mouse for Bwoyo		1	Working	MNRT	MNRT
Wooden bookshelf	Book shelf		Working	MNRT	MNRT
GPS	GARMIN	1	Working	Handed over Njombe TC	Njombe TC
UPS 650KVA	APC	1	Working	Handed over NJOMBE TC	Njombe TC
Heavy duty Car Jacks		1	Working	PFP Iringa	PFP Iringa
Heavy duty Car Jacks		1	Working	PFP Iringa	PFP Iringa
Heavy duty Car Jacks		1	Working	PFP Iringa	PFP Iringa
Heavy duty Car Jacks		1	Working	PFP Iringa	PFP Iringa
Heavy duty Car Jacks		1	Working	PFP Iringa	PFP Iringa
Heavy duty Car Jacks		1	Working	PFP Iringa	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop	Dell	1	Working	FWITC	PFP Iringa
Laptop		1	Working	FWITC	PFP Iringa
Binding Machine		1	Working	PFP Iringa	PFP Iringa
Bookshelf for Michael Hawkes		1	Working	PFP Iringa	PFP Iringa
Camera Flash	Canon	1	working	PFP Iringa	PFP Iringa
Camera to TGA Service provider		1	Working	Hanne	PFP Iringa
Chairs		18	Working	PFP Iringa	PFP Iringa
CYBER ROAM	Cyber roam	1	Working	PFP Iringa	PFP Iringa
Deskjet Plotter	HP DESKJET PLOTTER T5520	1	Working	PFP Iringa	PFP Iringa
Desktop	HP PRO 3500 IS	1	working	PFP Iringa	PFP Iringa
Desktop	DELL OPTIPLEX	1	working	PFP Iringa	PFP Iringa
DIGITAL CAMERA	SONY DSC H301	1	working	Mahendeka Jeremiah	PFP Iringa
DIGITAL CAMERA	SONY DSC H300	1	working	PFP Iringa	PFP Iringa
DIGITAL CAMERA	SONY DSC H302	1	working	PFP Iringa	PFP Iringa
DIGITAL CAMERA	SONY DSC H303	1	working	PFP Iringa	PFP Iringa
DIGITAL CAMERA	SONY DSC H304	1	working	PFP Iringa	PFP Iringa
DIGITAL CAMERA	SONY DSC H305	1	working	PFP Iringa	PFP Iringa
Display cabinet		1	Working	PFP Iringa	PFP Iringa
Drone	Phantom 4	1	Working	PFP Iringa	PFP Iringa
Drone	eBEE Plus	1	Working	PFP Iringa	PFP Iringa
Drone eBEE Plus		1	Need repair	PFP Iringa	PFP Iringa
Electricity Generator	ATM Generator 20KVA	1	Working	PFP Iringa	PFP Iringa
EXTERNAL HD	TRANSCEND	1	working	PFP Iringa	PFP Iringa
EXTERNAL HD	TRANSCEND	1	working	PFP Iringa	PFP Iringa
EXTERNAL HD	TRANSCEND	1	working	PFP Iringa	PFP Iringa
EXTERNAL HD	TRANSCEND	1	working	PFP Iringa	PFP Iringa
EXTERNAL HD	TRANSCEND	1	working	PFP Iringa	PFP Iringa
Filing Cabinet	Robin 3 drawer	1	Working	PFP Iringa	PFP Iringa
Fire extinguisher		1	Working	PFP Iringa	PFP Iringa
Fire extinguisher		1	Working	PFP Iringa	PFP Iringa
Fire extinguisher		1	Working	PFP Iringa	PFP Iringa
Fire extinguisher		1	Working	PFP Iringa	PFP Iringa
Gas cooker	HOTPOINT	1	working	PFP Iringa	PFP Iringa
Generator		1	Working	PFP Iringa	PFP Iringa
Generator	Honda Elemax	1	Working	PFP Iringa	PFP Iringa
GENERATOR	JAING DONG 2500	1	working	PFP Iringa	PFP Iringa
GENERATOR	JIANG DONG 2200	1	working	PFP Iringa	PFP Iringa
GIS Mapping table		1	Working	PFP Iringa	PFP Iringa
GPS	Garmin GPSMAP64	1	Working	PFP Iringa	PFP Iringa
GPS	Garmin GPSMAP62S	1	Working	PFP Iringa	PFP Iringa
GPS	Garmin GPSMAP64	1	Working	PFP Iringa	PFP Iringa

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
GPS	Garmin GPSMAP62S	1	Working	Judith Mdoti	PFP Iringa
GPS	Garmin GPSMAP62S	1	Working	Sangito	PFP Iringa
GPS	GARMIN	1	Working	PFP Iringa	PFP Iringa
GPS	GARMIN	1	Working	PFP Iringa	PFP Iringa
GPS	GARMIN	1	Working	PFP Iringa	PFP Iringa
GPS	GARMIN	1	Working	PFP Iringa	PFP Iringa
GPS	GARMIN	1	Working	PFP Iringa	PFP Iringa
GPS	GARMIN	1	Working	PFP Iringa	PFP Iringa
GPS	GARMIN	1	Working	PFP Iringa	PFP Iringa
Handy Canon Recorder		1	Working	PFP Iringa	PFP Iringa
Iron Cabinet		1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	Stolen	PFP Iringa	PFP Iringa
Laptop	HP	1	Working	PFP Iringa	PFP Iringa
Laptop	HP	1	Working	PFP Iringa	PFP Iringa
Laptop	HP	1	Working	PFP Iringa	PFP Iringa
Laptop	HP	1	Working	PFP Iringa	PFP Iringa
Laptop	HP	1	Working	PFP Iringa	PFP Iringa
Laptop	HP	1	Working	PFP Iringa	PFP Iringa
Laptop	HP SPECTRE	1	Working	PFP Iringa	PFP Iringa
Laptop	HP Envy 15	1	working	PFP Iringa	PFP Iringa
Laptop	HP Pro Book	1	Working	PFP Iringa	PFP Iringa
Laptop	HP Pro Book	1	Working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	Working	Tunu Mwalami	PFP Iringa
Laptop	HP ZBOOK	1	Working	PFP Iringa	PFP Iringa
Laptop	Lenovo	1	Working	PFP Iringa	PFP Iringa
Laptop	HP Pro Book	1	Working	PFP Iringa	PFP Iringa
Laptop		1	Not Working	PFP Iringa	PFP Iringa
Laptop		1	Working	PFP Iringa	PFP Iringa
Laptop for satellite image processing, Asus ROG Strix GL702VS		1	Working	PFP Iringa	PFP Iringa
Laserjet colour printer	HP MFP 477	1	Working	PFP Iringa	PFP Iringa
Laserjet colour printer	HP PRO 400 M451	1	Working	PFP Iringa	PFP Iringa
LCD Projector	OPTMA HD 28 DSE 1080P	1	Working	PFP Iringa	PFP Iringa

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
LCD Projector	Opma	1	working	PFP Iringa	PFP Iringa
Licence	Sigma plotter licence	1	Working	PFP Iringa	PFP Iringa
Marine Garmin devices	Marinea Garmin GLO	1	Working	PFP Iringa	PFP Iringa
Microfone KIT	Proton PV-99MK2	1	Working	PFP Iringa	PFP Iringa
Microwave for office		1	Working	PFP Iringa	PFP Iringa
Microwave oven	LG		Working	PFP Iringa	PFP Iringa
Mobile Phone	Techno W4	12	Working	Stolen	PFP Iringa
Mobile Phone	Samsung J7	13	Working	PFP Iringa	PFP Iringa
Mobile Phone		1	Working	PFP Iringa	PFP Iringa
Mobile Phone	Samsung Galaxy S5	1	Working	PFP Iringa	PFP Iringa
Mobile Phone	Galaxy S5	1	Working	Indufor	PFP Iringa
Mobile Phone	SAMSUNG S4 BLACK	1	working	PFP Iringa	PFP Iringa
Mobile Phone	Samsung J1	1	Working	PFP Iringa	PFP Iringa
Mobile Phone	Samsung J2	1	Working	PFP Iringa	PFP Iringa
Mobile Phone		1	Working	PFP Iringa	PFP Iringa
Mobile Phone	Galaxy J1 Ace	1	Working	PFP Iringa	PFP Iringa
Mobile Phone	Galaxy J1 Ace	1	Working	PFP Iringa	PFP Iringa
Mobile Phone		1	Not Working	PFP Iringa	PFP Iringa
Mobile Phone		1	Working	PFP Iringa	PFP Iringa
Mobile Phone	SAMSUNG J1	2	Not Working	PFP Iringa	PFP Iringa
Mobile Phone	Samsung Note 5	1	Working	PFP Iringa	PFP Iringa
Mobile Phone	samsung Galaxy J1	1	Working	PFP Iringa	PFP Iringa
Mobile Phone	SAMSUNG J1	1	Working	PFP Iringa	PFP Iringa
MONITOR	SAMSUNG MONITOR	1	Working	PFP Iringa	PFP Iringa
Motor vehicle	Ford Ranger Double Cabin	1	Working	PFP Iringa	PFP Iringa
Motor Vehicle	Ford Ranger Double cabin	1	Working	PFP Iringa	PFP Iringa
Motor vehicle	Toyota Hardtop LX	1	Working	PFP Iringa	PFP Iringa
Motor vehicle	Toyota Hilux double Cabin	1	Working	PFP Iringa	PFP Iringa
Motor vehicle	Toyota Hilux double Cabin	1	Working	PFP Iringa	PFP Iringa
NAS	NAS Storage device	1	Working	PFP Iringa	PFP Iringa
NAS HARD DRIVE	SEAGAATE HDD 4TB 3.5	1	Working	PFP Iringa	PFP Iringa
NAS HARD DRIVE	SEAGAATE HDD 4TB 3.5	1	Working	PFP Iringa	PFP Iringa
NAS HARD DRIVE	SEAGAATE HDD 4TB 3.5	1	Working	PFP Iringa	PFP Iringa
NAS HARD DRIVE	SEAGAATE HDD 4TB 3.5	1	Working	PFP Iringa	PFP Iringa
Office chair	BLACK OFFICE CHAIR	1	Working	PFP Iringa	PFP Iringa
Office chair	BLACK OFFICE CHAIR	1	Working	PFP Iringa	PFP Iringa
Office chair	BLACK OFFICE CHAIR	1	Working	PFP Iringa	PFP Iringa
Office chair	BLACK OFFICE CHAIR	1	Working	PFP Iringa	PFP Iringa
Office chair	Black PU	1	Working	PFP Iringa	PFP Iringa
Office chair	Black PU	1	Working	PFP Iringa	PFP Iringa
Office chair	Black PU	1	Working	PFP Iringa	PFP Iringa
Office chair	Black PU	1	Working	PFP Iringa	PFP Iringa
Office chair	Black PU	1	Working	PFP Iringa	PFP Iringa
Office chair	Black PU	1	Working	PFP Iringa	PFP Iringa
Office chair	Black PU	1	Working	PFP Iringa	PFP Iringa
Office chair	Black PU	1	Working	PFP Iringa	PFP Iringa
Office chairs	CHINESE MADE	1	working	PFP Iringa	PFP Iringa

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
Office chairs	CHINESE MADE	1	working	PFP Iringa	PFP Iringa
Office chairs	CHINESE MADE	1	working	PFP Iringa	PFP Iringa
OFFICE CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
OFFICE CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
OFFICE CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
OFFICE CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
OFFICE CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
OFFICE CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
OFFICE CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
Office chairs for office		1	Working	PFP Iringa	PFP Iringa
Office Desk	Loccally made	1	Working	PFP Iringa	PFP Iringa
Office printer	HP LaserJet black	1	Working	PFP Iringa	PFP Iringa
Office Safe	SS2K 2KEYS	1	Working	PFP Iringa	PFP Iringa
Office table	Locally Made	1	Working	PFP Iringa	PFP Iringa
Office table	Local	1	Working	PFP Iringa	PFP Iringa
Office table	Local	1	Working	PFP Iringa	PFP Iringa
Office table	Local	1	Working	PFP Iringa	PFP Iringa
Office Table	Loccally made	1	working	PFP Iringa	PFP Iringa
Office table	Local	1	working	PFP Iringa	PFP Iringa
Office table	Local	1	working	PFP Iringa	PFP Iringa
Photocopier	CANON IMAGE RUNNE 2520	1	working	PFP Iringa	PFP Iringa
Printer	HP Laser Jet Pro 400dn	1	Not Working	PFP Iringa	PFP Iringa
Printer	HP LaserJet	1	Working	PFP Iringa	PFP Iringa
PROJECTOR	EPSON	1	working	PFP Iringa	PFP Iringa
Samsung PC Monitor	SAMSUNG	1	Working	PFP Iringa	PFP Iringa
Scanner	HP ScanJet 5590 Scanjet Digital Flatbed Scanner	1	working	PFP Iringa	PFP Iringa
Shreder		1	Working	PFP Iringa	PFP Iringa
Small shelf for VLUP Maps		1	Working	PFP Iringa	PFP Iringa
Sony cameras for extension officers		1	Working	PFP Iringa	PFP Iringa
SPEAKER SYSTEM WITH STAND&MIC	PSX 1200 PUBLIC SPEAKER SYSTEM	1	working	PFP Iringa	PFP Iringa
STEEL CABINET	NOOR STEEL CABINET	1	working	PFP Iringa	PFP Iringa
TABLE	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
TABLE	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
TABLE	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PFP Iringa	PFP Iringa
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PFP Iringa	PFP Iringa
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PFP Iringa	PFP Iringa
TABLET	SAMSUNG GALAXY 10.1" 3G	1	working	PFP Iringa	PFP Iringa
TEAK TABLE	FURNITURE CENTRE	1	working	PFP Iringa	PFP Iringa
TRIPOD STAND FOR PROJECTOR		1	working	PFP Iringa	PFP Iringa
UPS 650KVA	APC	1	working	PFP Iringa	PFP Iringa

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
UPS 650KVA	APC	1	working	PFP Iringa	PFP Iringa
UPS 650KVA	APC	1	Working	PFP Iringa	PFP Iringa
UPS 650KVA	APC	1	Working	PFP Iringa	PFP Iringa
UPS 650KVA	APC	1	Working	PFP Iringa	PFP Iringa
UPS 650KVA	APC	1	Working	PFP Iringa	PFP Iringa
UPS 650KVA	APC	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	20	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISITORS CHAIRS	LOCALLY MADE	1	Working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
VISTORS chair	Chinese Made	1	working	PFP Iringa	PFP Iringa
Water dispensers for office		1	Working	PFP Iringa	PFP Iringa
Window licence for office laptops		1	Working	PFP Iringa	PFP Iringa
Wireless router	D-Link	1	Not working	PFP Iringa	PFP Iringa
Wireless router	D Link w router	1	working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	Loccally made	1	Working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa

Description	Specification	Quantity	Condition	Location at 30 June 2019	Proposed location July to October 2019
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
WOODEN FILING SHELF	LOCALLY MADE	1	working	PFP Iringa	PFP Iringa
Laptop		1	Working	TTGAU	TTGAU
Mobile Phone	SamsungJ7	1	Working	Stolen	
Mobile Phone	Tecno L9	1	Working	PFP Iringa Handed over purchased by facilitators	
Mobile Phone	Techno L9	15	Working	Handed over (purchased by facilitators)	
Office table	Local	10	Write off	Write off	
Satellite Dish	Satellite dish	1	Not Working	Write off	
Video Conference	Polycom HDX 6000	1	Working	PFP Iringa (screen stolen)	

Annex 2

The signed copy of mutual agreement for renovation of PFP 2 Iringa office

**PANDA MITI KIBIASHARA
PARTICIPATORY PLANTATION FORESTRY PROGRAMME**



Plot No.21, Block 1, Zone1A, Gangilonga– Iringa,
P. O. Box 2244 Phone: - +255-262702011 Email: -info@privateforestry.or.tz

December 03, 2019,

AWADH SALEH BADER,
P.O. BOX,
IRINGA,
TANZANIA.

REF: PERMISSION TO RENOVATE PREMISES

Dear Sir,

We wish to ask for permission to renovate the premises we are renting from you at plot No.21, Block 1, Zone 1A, Gangilonga-Iringa. There will be alterations to the floor layout as the proposed floor plan which is included herewith describe.

Please find enclosed a floor plan for the office as they are now and also a floor plan for how we would like to modify the offices.

If your satisfied with these plans please approve them.

Upon your approval, we would like to start renovation on 21th of December, 2019. All renovation cost will be paid by Participatory Plantation Forestry Programme.

We look forward and hearing from you.

Michael Hawkes
Team Leader-Participatory Plantation Forestry Programme

Implemented by the Ministry of Natural Resources and Tourism (Tanzania) and the Ministry of Foreign Affairs (Finland)



P.O.BOX 453

Iringa

Tanzania

6th of December, 2019.

Team Leader
Participatory Plantation Forestry Programme
P.O.BOX 2244
Iringa

Dear Sir

RE: APPROVAL OF RENOVATING PREMISES

We are pleased to notify you that we have accepted your application for office renovation at Plot No.21,
Block 1, Zone1A, Gangilonga- Iringa.

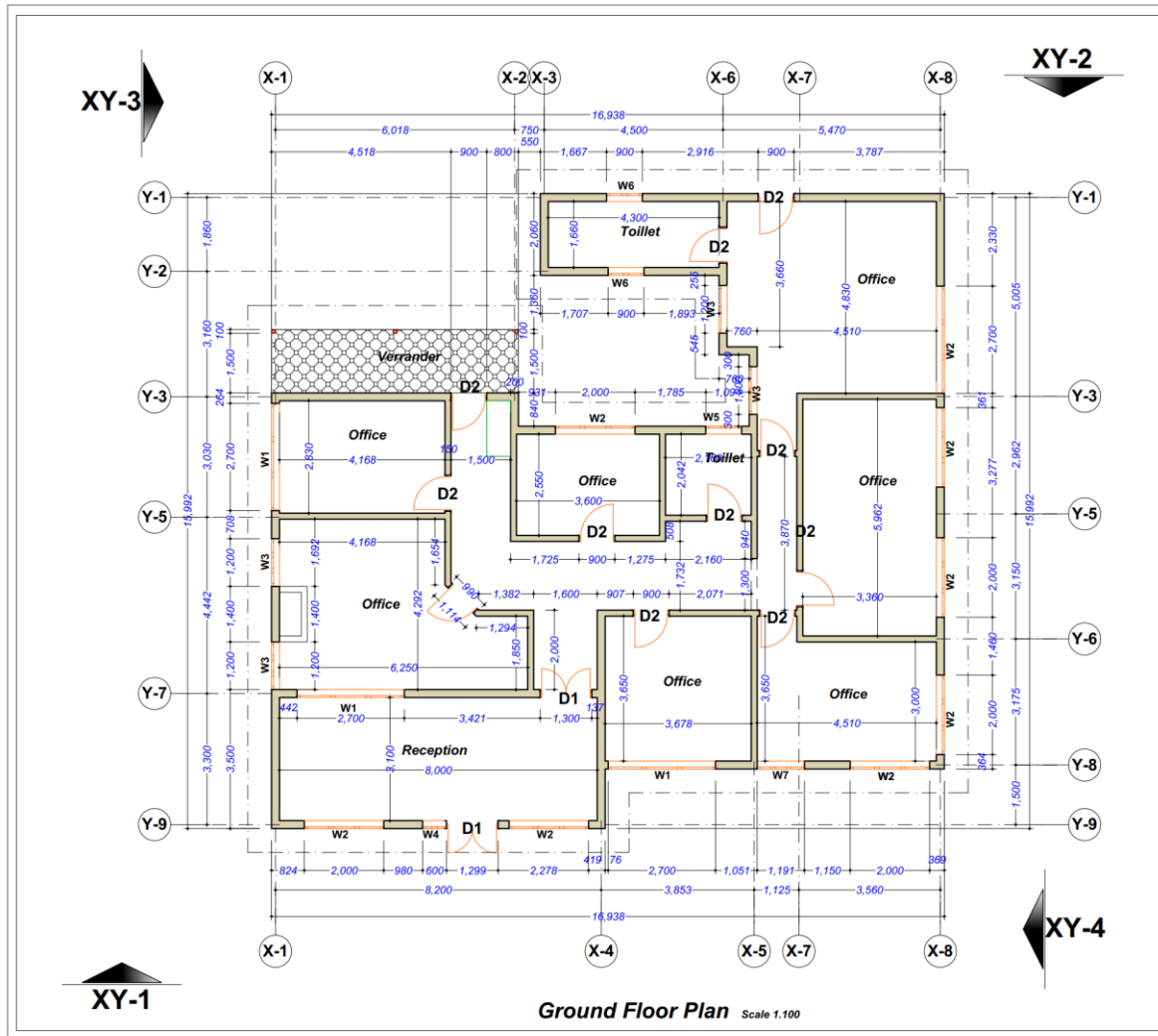
Yours'



Awadh Saleh Bader

Proprietor

Iringa office renovation drawings



General Notes

- All Measurement are in Mms
 - Plot Area----- Sqm
 - Built up Area----- Sqm
 - Remained Area----- Sqm
 - Plot Coverage Area-- %
 - Plot ratio-----
 - Concrete for structure member to be grade C20, with cube strength 20N/MM2 At the age 28days.
 - Minimum Lap space to reinforced bars shall be 50xdiameter
 - Minimum concrete cover for thereinforcements shall be 50mm for foundations
40mm for columns
30mm for beams
25mm for slabs
 - Client- Panda Mitti.
Po.Box.....
Iringa.
 - Location-
Iringa Municipality at Gangilonga area.
 - Plot no ----
Block -----
 - Drawing Title-
Ground Floor plan scale 1.100 (NEW)
 - Project-
Proposed Office
- | | | |
|-------|---------------------|----------|
| Scale | Designed By | Drawn By |
| 1.100 | Eng. Josephat Tweve | |
- Phone no-
0765413940

DOOR SCHEDULES

TYPE	SIZE	QTY	DESCRIPTIONS
D1	1300x2100	2	Hardwood & Glass
D2	900x2100	13	Glass
Total		15	

WINDOW SCHEDULES

TYPE	SIZE	QTY	DESCRIPTIONS
W1	2700x1200	4	Aluminium & Glass
W2	2000x1200	7	
W3	1200x 900	4	
W4	600x1200	1	
W5	900x 900	1	
W6	900 x350	2	
W7	1200x1200	1	
TOTAL		20	

Date	Wall thickness
Nov 2019	150mm & 200mm

Aproved By-
Iringa Municipality Council

Annex 3 Schedule for seed orchards management activities as an output of the seed orchards stakeholders meeting on 10th January 2020

LOCATION	ACTIVITY NAME	RESPONSIBLE	2020					
			J	F	M	A	M	J
Mufindi paper mills (21 ha)	Cleaning	TTGAU	■	■				
	Signage	PFP II&TTGAU			■			
	Rogueing	PFP II, TFS&TTGAU				■		
	Training for seed orchard caretaker	PFP II					■	
	Meeting with Mufindi paper mills	PFP II,TFS&TTGAU		■				
	Seed viability test	TFS					■	
	Seed collection	PFP II&TFS						■
	Fire break	TTGAU						■
	Mapping	PFP II&TTGAU						■
	Idete (22 ha)	Cleaning (slahing)	TTGAU	■	■			
Land status		TTGAU		■				
Signage		PFP II&TTGAU		■				
Rogueing		PFP II,TFS&TTGAU				■		
Training for seed orchard caretaker		PFP II					■	
Seed viability test		TFS					■	
Fencing		PFP II,TFS&TTGAU				■		
Fire break		TTGAU						■
Mapping		PFP II&TTGAU						■
Holo		Cleaning	TTGAU	■	■			
	Land status	TTGAU		■				
	Marking	PFP II&TFS		■				
	Survival assessment	PFP II,TFS&TTGAU		■				
	Tagging	PFP II,TFS&TTGAU			■			
	Fencing	PFP II,TFS&TTGAU				■		
	Signage	PFP II&TTGAU				■		
	Training for seed orchard caretaker	PFP II					■	
	Fire break	TTGAU						■
	Mapping	PFP II&TTGAU						■
Njelela A (5.35 ha)	Cleaning	TTGAU	■	■				
	Land status	TTGAU		■				
	Marking	PFP II&TFS			■			
	Tagging	PFP II,TFS&TTGAU			■			
	Fire break	TTGAU						■
	Mapping	PFP II&TTGAU						■
Njelela B (2.6 ha)	Cleaning	TTGAU	■	■				

LOCATION	ACTIVITY NAME	RESPONSIBLE	2020					
			J	F	M	A	M	J
	Land status	TTGAU						
	Marking	PFP II&TFS						
	Survival assessment	PFP II&TFS						
	Blanking	PFP II&TFS						
	Fertilizer application	PFP II&TFS						
	Tagging	PFP II&TFS						
	Fencing	PFP II&TTGAU						
	Signage	PFP II&TTGAU						
	Fire break	TTGAU						
	Mapping	PFP II&TTGAU						
Ibumi (10.7 ha)	Cleaning	TTGAU						
	Land status	TTGAU						
	Marking	PFP II&TFS						
	Tagging	PFP II, TFS&TTGAU						
	Fire break	TTGAU						
	Signage	PFP II&TTGAU						
	Mapping	PFP II&TTGAU						
Maweso (5.6 ha)	Cleaning	TTGAU						
	Land status	TTGAU						
	Marking	PFP II&TFS						
	Tagging	PFP II, TFS&TTGAU						
	Training for seed orchard caretaker	PFP II						
	Fire break	TTGAU						
	Mapping	PFP II&TTGAU						
Mkongotema (3.6 ha)	Cleaning	TFS						
	Land status	TTGAU						
	Marking	PFP II&TFS						
	Blanking	PFP II&TFS						
	Fertilizer application	PFP II&TFS						
	Tagging	PFP II&TFS						
	Fencing	PFP II&TFS						
	Signage	PFP II&TTGAU						
	Training for seed orchard caretaker	PFP II						
	Fire break	TFS						
	Mapping	PFP II&TFS						
Ifinga A 10.8 ha)	Cleaning	TFS						
	Land status	TTGAU						
	Marking	PFP II&TFS						
	Tagging	PFP II&TFS						

LOCATION	ACTIVITY NAME	RESPONSIBLE	2020					
			J	F	M	A	M	J
	Training for seed orchard caretaker	PFP II						
	Fire break	TFS						
	Mapping	PFP II&TFS						
Ifinga B(2.6 ha)	Cleaning	TFS						
	Land status	TTGAU						
	Marking	PFP II&TFS						
	Survival assessment	PFP II&TFS						
	Blanking	PFP II&TFS						
	Fertilizer application	PFP II&TFS						
	Tagging	PFP II&TFS						
	Fencing	PFP II&TFS						
	Signage	PFP II &TTGAU						
	Fire break	PFP II&TFS						
	Mapping	PFP II&TFS						
Usagatikwa (1.5 ha)	Cleaning	TTGAU						
	Land status	TTGAU						
	Marking	PFP II&TFS						
	Tagging	PFP II,TFS&TTGAU						
	Fencing	PFP II &TTGAU						
	Signage	PFP II &TTGAU						
	Training for seed orchard caretaker	PFP II						
	Fire break	TTGAU						
	Mapping	PFP II &TTGAU						
Sao hill div 1&2(35 ha)	Cleaning	TFS						
	Land status	TTGAU						
	Marking	PFP II&TFS						
	Survival assessment	PFP II&TFS						
	Blanking	PFP II&TFS						
	Fertilizer application	PFP II&TFS						
	Tagging	PFP II&TFS						
	Fencing	PFP II&TFS						
	Training for seed orchard caretaker	PFP II						
	Signage	PFP II&TTGAU						
	Fire break	TTGAU						
	Mapping	PFP II&TFS						

Annex 4 The list of items to be procured for PFP 2

Item and sub-item	Procurement justification	Needed by
3110 Procurement of 12-seater 4WD 3111 Procurement of 12-seater 4WD		October 2020
3120 Industrial washing machine (n=1) 3121 Industrial washing machine (n=1)	For maintaining of trainers and workers' clothes that will be recycled	September 2020
3122 Industrial pressure washing machine (n=2)	For cars, machines, tractors and equipment maintenance and cleaning	September 2020
3123 Industrial vacuum cleaner (n=2)	For cars and office cleaning and maintenance of project assets	September 2020
3130 Professional forest harvesting tools and equipment		
3131 Professional chainsaws with a spare part kit (n=10)	For forestry mobile training units to train TGA members, farmers and loggers in the villages close to trainees	June 2020
3132 Consumables for chainsaw operations (n=10)	As above	June 2020
3133 Other tools and materials for chainsaws	As above	June 2020
3134 Hand tools set for chainsaw operators (n=10)	As above	June 2020
3135 Set of forest hand tools for training and demonstrations (n=10)	As above	June 2020
3136 Training equipment for chainsaw training and demonstration (2 sets)	As above	June 2020
3137 Brush cutter with spares and extra saw blades and trimmer heads (n=10)	As above	June 2020
3138 Heavy duty chain saw (80cc) for resawing of eucalyptus log	For forestry and sawmilling mobile training units to train TGA members, farmers, loggers and sawmillers for cutting of bog size eucalyptus log in the villages close to trainees	June 2020
3139 Timberjig and guide bars for the chainsaw to resaw eucalyptus sawlogs	For forestry and sawmilling mobile training units to train TGA members, farmers, loggers and sawmillers for cutting of bog size eucalyptus log in the villages close to trainees	June 2020
3140 Personal protective gears for chainsaws (n=50)		
3141 Personal protective gear for chainsaw operations (n=50)	For work safety both trainees and workers when working for PFP or are under training programmes of PFP	June 2020
3150 Mobile band saw and accessories for field based demonstration and FWITC-based training (n=2)		
3151 Mobile band saw and accessories for field based demonstration and FWITC-based training (n=1)	For establishing a wood processing mobile training units to train entrepreneurs, wood processors and sawmillers in the villages and field close to trainees' homes	June 2020
3152 Grinding machine and setting device for maintenance of band saw blades for demonstration and training (n=1)	As above	June 2020
3153 Band saw blades for the band saw (n=100)	As above	June 2020
3154 Grinding stones and accessories for maintaining band saw blades	As above + to facilitate sawmillers and sawdoctors training at FWITC	June 2020
3155 Sawdoctoring machines for maintenance of carbide tipped circular saw blades and spring set saw blades	As above	June 2020

Item and sub-item	Procurement justification	Needed by
3156 Grinding stones and accessories for maintaining circular saw blades	As above	June 2020
3157 Multipurpose 6 cutter planer moulder + necessary grinders and knives (second-hand machine)	To demonstrate and introduce new high quality and value wood products for Tanzanian markets and to improve FWITC's sustainability through appropriate wood further processing operations to add value for wood products	June 2020
3158 Hand tools and equipment for manufacturing of log cabin houses (2 sets)	As above, but to be done at the village levels to introduce new type of housing opportunities for villages around forests	June 2020
3160 Joinery workshop equipment		
3161 Thicknesser planer	To demonstrate and introduce new high quality and wood products for Tanzanian markets and to improve FWITC's sustainability through appropriate wood further processing operations to add value for wood products	November 2020
3162 Surface planer	As above	November 2020
3163 Spindle moulder	As above	As above
3164 Panel saw bench	As above	As above
3165 Belt sanding machine	As above	As above
3166 Mortising and lathe machine	As above	As above
3167 Handheld tools set (angle grinders, sanding and drilling machines, planer machine, circular saw etc.)	As above	As above
3168 Knife grinders	As above	As above
3169 Consumables, grinding stones, knives, saw blades, screws, sandpapers, nail guns, nails etc.	As above	As above
3170 FWITC training equipment, tools and materials (separate list of procurement)		
3181 Firefighting training with materials for training and trainers	This lump sum procurement is required for FWITC's short courses training and VETA 1-2-3 level formal trainings to be started at FWITC in July 2020. Separate procurement list is shown in annex 1	June 2020
3182 Forest nursery training materials	As above	October 2020
3183 Seed orchard training requirements	As above	October 2020
3184 Sawmill and wood working tools and equipment	As above	October 2020
3185 Saw doctoring tools and equipment for training	As above	June 2020
3186 Tools and equipment for wood energy training	As above	October 2020
3187 Saw dust extraction system for wood working workshop and sawmill (2 sets)	As above	October 2020
3188 Briquettes extruder and hammer mill for pillow briquettes (second and machine)	As above	October 2020
3180 Tractor, heavy duty front end loader and hooklift tractor trailer with containers and accessories to establish mobile training units for forestry, wood processing and firewood making		

Item and sub-item	Procurement justification	Needed by
3181 Tractor 175 hp fitted with protective guards for forestry and equipped with a heavy duty front end loader	Heavy duty well equipped forestry tractor is required for multi purposes e.g. transporting hooklifted forestry and wood processing mobile training units (container type) from village to village, for demonstrating of mobile circular saw operations with Slidetec mobile sawmill, hauling of logs and wood raw materials from forest to the road-side and processing units, material handling and loading at PFP's Makete, Njombe and Mafinga Industry Clusters	July 2020
3182 Hooklift tractor trailer suitable for moving mobile training unit containers between the villages and demonstration venues	Required for transporting special type of hooklifted / containerized mobile training units as explained above. Needed to organize training in the villages close to trainees' homes	July 2020
3183 Container for hooklift tractor trailer to be built as a mobile training unit for logging, harvesting and forest management	Required for establish mobile training units to organize forestry training and demonstrations in the villages close to trainees' homes (Container to be equipped with appropriate training materials, machines, equipment and tools in Finland before export and freight from Finland)	July 2020
3184 Container for hooklift tractor trailer to be built as a mobile training unit for band saw and ding dong saw operations with sawdoctoring equipment and tools	Required for establish mobile training units to organize wood processing training and demonstrations in the villages close to trainees' homes. (Container to be equipped with appropriate training materials, machines, equipment and tools in Finland before export and freight from Finland)	July 2020
3185 Tools and equipment for two (2) containerized mobile training units (generator and set of hand tools)	Required for establishing appropriate forestry and wood processing mobile training units to organize PFP training in the villages close to trainees' homes	July 2020
3186 Materials for construction of two (2) containerized mobile training units for forestry and wood processing training	As above	July 2020
3187 Labour for construction of two (2) containerized mobile training units for forestry and wood processing training	Two mobile training units should be specifically built in Finland with all machines, equipment and tools ready-fixed to the container. Therefore, a service provider or company to be contracted for building the containers and equip them.	July -October 2020
3189 Firewood making machine to demonstrate firewood making	Required for demonstrations to introduce options for better utilization of forest resources, especially from young (3-7 years) tree standings and introduction of new forest/wood product business to be invested	October 2020
3190 Tractor mounted logging trailer with crane		
3191 Tractor mounted logging trailer with crane	Required for demonstration, training and introduction of new forest harvesting technologies for wood transportation from forest to the roadside and production units	July 2020
3210 Tractor mounted double drum winch for tracking pulling and hauling logs to the roadside		
3211 Tractor mounted double drum winch for tracking pulling and hauling logs to the roadside	Required for both training and demonstrations to introduce appropriate forest haulage technologies within the forest plantations	July 2020
3212 Tractor mounted winch for tracking, pulling and hauling of	Required for both training and demonstrations to introduce appropriate	July 2020

Item and sub-item	Procurement justification	Needed by
small diameter logs to the roadside	forest haulage technologies within the forest plantations	
3220 Trade and professional publications and journals		
3221 Trade and professional publications and journals	Needed for awareness improvement and knowledge sharing about new appropriate forest and wood processing technologies for PFP staff and trainees of PFP training programmes	Immediately
3310 Car hire and gasoline for hired cars		
3311 Car hire and gasoline for hired cars	Required for mobilizing the PFP staff for operations and implementation of PFP activities to achieve results and impact	When ever due
3320 Car tracking system annual fee		
3321 Car tracking system annual fee	As above	Immediately
3330 Car tracking system installation		
3331 Car tracking system installation	As above	Immediately
3340 Project vehicles; insurances		
3341 Project vehicles; insurances	As above	Immediately
3350 Project vehicles; maintenance		
3351 Project vehicles; maintenance	As above	Immediately when due
3360 Fuel for programme cars		
3361 Fuel for programme cars	As above	When due
3370 Project motorcycles; maintenance and insurance		
3371 Project motorcycles; maintenance and insurance	As above	When due
3380 Fuel, motorcycles		
3381 Fuel, motorcycles	As above	When due
3390 Drivers		
3391 Drivers, salaries	As above	As soon as recruited
3392 Drivers, DSA and accommodation	As above	As soon as recruited
3410 Office equipment		
3411 Computers 30 laptops for workers + 20 desktops for FWITC, 40 phones	Required to mobilize and facilitate newly recruited PFP staff and to establish FWITC with appropriate IT facilities	July 2020
3412 Other office equipment	Required for facilitating effective PFP management and administration as well as implementation of planned activities	When due
3420 Other office costs		
3421 Office rent and renovation, Iringa	As above	When due
3422 Office rent and renovation, FWITC	As above	When due
3423 Classrooms renovation at FWITC and toilet renovations at Iringa office	Required to organize PFP's internal staff training (newly recruited new staff) and to begin VET 1-2-3 level training in July 2020	March 2020
3424 Hall renovations and library establishment for FWITC to establish a "Centre of Excellency for Forestry and Wood Technology Knowledge and Information"	Required, if FWITC is expected to be run sustainably through training courses, seminars, demonstrations and as a hub of information and knowledge centre for appropriate forestry and wood processing technologies	October 2020
3425 FWITC sawmill and carpentry workshop construction	Required for efficient production operations and appropriate wood	October 2020

Item and sub-item	Procurement justification	Needed by
and modification with conveyor constructions to the sawmill 3426 Constructing a dormitory to FWITC for trainees	technology training if sustainability of FWITC would need to be maintained Required if the Government of Tanzania will purchase the FWITC site and FWITC will start organizing formal VET level 1-2-3 Wood Processing Attendant education. In this case there will be 30 students living at the FWITC site for about 10 months / 2-year period in which case it is more economical to construct FWITC's own dormitory and hostel facilities	October 2020
3426 Hardware and equipment for PFP 2 communication systems development	This development is important for ensuring PFP 2 communication between PFP 2 internal field stations and external partners, which is and will be required due to COVID-19 pandemic.	July 2020
3430 Procurement A + B clearing and forwarding costs (lump sums in the table)		When due
3431 Customs clearance and agency fee for 2 containers	Required for importation of the proposed procurements	When due
3432 Documentation for procurements of 2 containers Bill of Lading (BL)	As above	When due
3433 TASAC FEES for 2 Containers	As above	When due
3434 Terminal handling & verification charges	As above	When due
3435 Port wharfage total for procurement	As above	When due



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NIRAS