



REDD+ SAFEGUARDS TRAINING MANUAL

SEPTEMBER, 2021



ACKNOWLEDGEMENT

The Safeguards training manual has been developed with the active participation and indispensable contributions, comments and feedback from the expert team comprising of members from the Safeguards Sub-working Group (SSWG).

The National REDD+ Secretariat (NRS) is grateful to the expert team and the SSWG for their immeasurable insights and guidance provided to enrich the manual. The NRS also wishes to express its gratitude to all relevant institutions and individuals for their strong collaboration and commitment exhibited towards preparation and completion of this manual.

Lastly, The NRS acknowledges the technical and financial support provided by Tropenbos Ghana towards the development of the manual.

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FOREWORD

The impact of Climate change has become so glaring that immediate action is needed to reduce its menace. This has led to the development and implementation of programmes and projects aimed at reducing the impact of climate change. Reducing Emissions from Deforestation and forest Degradation (REDD+) is one of the climate change mitigation interventions introduced to reduce Green House Gas (GHG) emissions. Safeguards is an integral component of the REDD+ Programme which ensures that no harm is done to the environment and the people implementing REDD+ projects Safeguards are designed to avoid negative social and environmental but rather enhance benefits.

This has led to the development of this training manual as it provides lessons on Safeguards issues for REDD+ implementation and effective natural resource management. On behalf of the government of the Republic of Ghana, it is an honour for me to present to you this relevant national document.

The Forestry Commission’s mandate ties in well with this document as it aims to sustainably develop and manage Ghana’s forest and wildlife resources. The design of the document focuses more on REDD+ Safeguards activities which will assist Ghana Forestry sector to function, ensure conservation and the management of those resources as well as the coordination of its related policies.

This Training Manual was developed through the support of the REDD+ Safeguards experts team drawn from CSOs and government agencies. Furthermore, the success of implementing the REDD+ programme depends on how we respect and address Safeguards as this will improve livelihoods and lead to forest protection.

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ACRONYMS

AfDB	African Development Bank
CAS	Country Approach to Safeguards
COP	Conference of the Parties
CSOs	Civil Society Organisations
EIA	Environmental Impact Assessment
ESMF	Environmental and Social Management Framework
FCPF	Forest Carbon Partnership Facility
FGRM	Feedback and Grievance Redress Mechanism
GCF	Green Climate Fund
GCFRP	Ghana Cocoa Forest REDD+ Programme
GSLERP	Ghana Shea Landscape Emission Reductions Project
HFZ	High Forest Zone
HIAs	Hotspot Intervention Areas
LMB	Landscape Management Board
PAMs	Policies, Actions and Measures
3PRCL	Partnership for Productivity, Protection and Resilience within Cocoa Landscape
PF	Process Framework
PMP	Pest Management Framework
PCIs	Principles, Criteria and Indicators
RPF	Resettlement Policy Framework
SAP	Safeguards Action Plan
SESA	Strategic Environmental and Social Assessment
SFP	Safeguards Focal Person
SIA	Social Impact Assessment
SIS	Safeguards Information System
SOI	Summary of Information
REDD+	Reducing Emissions from Deforestation and forest degradation plus conservation, sustainable management of forests and enhancement of forest Carbon stocks.

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INTRODUCTION

1.1 BACKGROUND TO THIS TRAINING MANUAL

Reducing Emissions from Deforestation and forest Degradation, plus the sustainable management of forests, and the conservation and enhancement of forest carbon stocks (REDD+) is an international climate change mitigation framework adopted under the United Nations Framework Convention on Climate Change (UNFCCC) that seeks to contribute to the reduction of global carbon emissions from deforestation and forest degradation by providing financial incentives, in the form of results-based payments, to developing countries that successfully slow or reverse forest loss.

The UNFCCC recognizes safeguards as a key component of REDD+ implementation for results-based payment. This requires that countries implementing REDD+ should demonstrate how they are addressing and respecting safeguards while implementing their REDD+ interventions.

Safeguards are “do no harm” policies, rules or measures intended to prevent someone or something from being damaged. REDD+ Safeguards are designed to avoid negative social and environmental impacts and enhance benefits and opportunities in the delivery of planned REDD+ Policies, Actions and Measures (PAMs). Ghana is complying with the UNFCCC Cancun Safeguards, World Bank Operational Policies, Green Climate Fund (GCF) Environmental and Social Safeguards requirements, National and other donor safeguards requirements as deemed appropriate.

In order to ensure effective compliance of REDD+ safeguards, it is important to sensitize and continuously build the capacities of key stakeholders such as local communities, land users, Traditional Authorities; Private Sector; Non-Governmental Organisations (NGOs)/Civil Society Organisations (CSOs); Ministries, Departments and Agencies (MDAs); Metropolitan, Municipal and District Assemblies (MMDAs) and Focal Points for natural resources related projects at all levels on safeguards. One of the strengths of the REDD+ programme in Ghana has been the continuous capacity building of key stakeholders at all levels (district, regional and national) and this has impacted positively on the implementation of the programme. Having conducted several training events and based on the lessons learnt, it was concluded that an effective training manual be developed to guide trainers in the delivery of safeguards training sessions.

This training manual is a product of the Climate Change Directorate of the Forestry Commission of Ghana which has been developed with technical and financial support from Tropenbos Ghana (TBG). Natural Resources Management (NRM) and REDD+ Safeguards experts from CSOs and government agencies have contributed to the development of the manual.

Although the manual focuses more on REDD+ Safeguards activities, it can also be applicable to safeguards issues in relation to natural resources management programmes and projects.

1.2 OBJECTIVE OF THE MANUAL

This training manual which is a learning tool will guide trainers, educators and facilitators to prepare and train key stakeholders at all levels, that is, local communities, land users, Traditional Authorities, Private sectors, Ministries, Departments and Agencies (MDA), Metropolitan, Municipal, and District Assemblies (MMDAs), Non-Governmental organisations (NGOs), in Safeguards issues for REDD+ implementation and other natural resources management initiatives to ensure that safeguards are addressed and respected. In addition, any individual who has an interest in self-training in the subjects identified can use the manual. In order to effectively apply this manual, resource persons should be knowledgeable and experienced in the REDD+ initiative as well as training/facilitation skills.

1.3 STRUCTURE OF THE MANUAL: (INTRODUCTION AND MODULAR)

The training manual is divided into five (5) modules, each of which is sub-divided into lessons. The modules comprise of learning objectives, activities and training content. All the modules are essential, however, depending on the identified training needs of the groups or individual, some modules and/or lessons can be skipped.

Table 1: Summary of REDD+ modules and the accompanying lessons

Module 1: OVERVIEW OF REDD+ AND THE UNFCCC REQUIREMENTS FOR DEVELOPING COUNTRIES UNDERTAKING REDD+	
Lesson I	Climate Change and the Role of Forests
Lesson II	Understanding REDD+ and history of negotiations under the United Nations Framework Convention on Climate Change (UNFCCC)
Lesson III	Ghana's REDD+ strategy (The Ghana Cocoa Forest REDD+ Programme, Ghana Shea Landscapes Emission Reductions Project, etc)
Module 2: GHANA'S COUNTRY APPROACH TO SAFEGUARDS (CAS)	
Lesson I	Key components and processes of a country approach to safeguards
Lesson II	Ghana's SESA process
Lesson III	Undertaking EIA
Lesson IV	REDD+ Safeguards Information System (SIS)
Module 3: GENDER MAINSTREAMING UNDER THE REDD+ PROCESS	
Lesson I	What is Gender and key Gender terms
Lesson II	Gender and Climate Change
Lesson III	Why consider gender issues under REDD+
Lesson IV	Gender mainstreaming in Ghana's REDD+ process
Module 4: REDD+ FEEDBACK and GRIEVANCE REDRESS MECHANISM (FGRM)	
Lesson I	Introduction to FGRM
Lesson II	FGRM Operational Modalities
Module 5: SAFEGUARDS MONITORING AND REPORTING	
Lesson I	Institutional Governance Arrangement for Safeguards reporting
Lesson II	Development of Safeguards Action Plan (SAP)
Lesson III	Procedures in forming Safeguards teams

1.4 PRE-TRAINING ACTIVITIES

The trainer or resource person should prepare adequately for the training sessions by arranging all necessary logistics for the training ahead of time. This will enhance effective delivery of the training sessions. Each module will have details on training methods and materials needed to facilitate the delivery session.

1.4.1 Preparation of trainers and resource persons

In preparation for a training session, the trainer or the resource person should consider the following;

- ✚ Suitable venue for the training (trainer would require the support of eg: SFP, LMB representative for ground assessment before the meeting);
- ✚ Accommodation and transport arrangement for participants;
- ✚ Adequate funds for the training;
- ✚ Requisite stationery for the training;
- ✚ Any additional equipment required;
- ✚ Conduct test run of equipment to use prior to the training;
- ✚ Prepare lesson plan/note taking into consideration trainee needs, delivery time, language, etc.

1.4.2 Conducting the training sessions

The trainer should ensure that participants are comfortable and energised throughout the training session by:

1. Welcoming the participants and asking them to introduce themselves;
2. Introducing the objective of the module/training and what participants can achieve at the end of the training;
3. Finding out participants' expectations;
4. Setting ground rules for the training together with participants;
5. Explaining to participants the various ways the training will be delivered. Use a combination of different text and visuals (images and videos) to break the monotony and increase participants' engagement;
6. Communicating duration for each session to participants
7. Making the session lively through interactive engagement of participants.
8. Taking various languages into consideration.

1.4.3 Logistics

Generally, the trainer should make all the logistical arrangement including travel, venue, accommodation and food, materials, handouts and kit, facilities and equipment needed at least two weeks before the training. Logistics shall be arranged according to the nature of the

Training sessions, and requirements for facilities, space and environment, equipment, the number of participants, and availability of budget. It is always important to keep in mind that training participants should always feel comfortable in a friendly environment. If possible all necessary documents and handouts must be printed, and/or photocopied for all the participants and resource persons before the training. There is the need to include pens and notebooks for participants.

1.4.4 Suggested Materials required for the training

Below is a list of some materials required for the Training. This can be adapted depending on the context such as location, participants and budget.

Table 2: List of training materials

✚ Whiteboard	✚ Laptop
✚ Flipcharts/brown or white paper	✚ Printer
✚ Masking tape	✚ Projector, extension board
✚ Marker pens	✚ Videos/Documentary
✚ Coloured cards	✚ Camera
✚ Attendance list	✚ Notebooks and pens for participants
✚ Stamp pad and ink	✚ Relevant websites

MODULE 1: UNDERSTANDING REDD+ IN GHANA AND HISTORY OF NEGOTIATIONS UNDER THE UNITED NATIONS FRAMEWORK CONVENTION ON CLIMATE CHANGE (UNFCCC)

1.1 Introduction

There is increasing evidence from around the world that the Earth's climate is changing and that human activity is the primary cause. As the Intergovernmental Panel on Climate Change (IPCC) notes in its Fifth Assessment (IPCC 2013). It is extremely likely that human influence has been the dominant cause of the observed warming since the mid-20th Century¹. These changes are most obviously observed in increasing average temperature and rising sea levels.

The forestry sector especially tropical forest offers significant potential for the mitigation of greenhouse gas (GHG) emissions. To capture that potential, the parties to the UNFCCC, developed the approach known as Reducing Emissions from Deforestation and Forest Degradation (REDD) in developing countries in 2005. This subsequently evolved to become REDD+.

REDD+ has been introduced as an incentive based mechanism to Reduce Emissions from Deforestation and Forest Degradation whilst ensuring sustainable forest management, conservation and enhancement of forest carbon stocks.

This module introduces readers to the historical background that eventually culminate to the REDD+ regime- a global response to addressing climate change.

1.2 Structure of training Activity for Module 1

The training will take the form of PowerPoint presentations, discussions, questions and answers and practical illustrations. Conduct evaluation at the end of module 1 to assess participants understanding on the various lessons presented under module 1.

1.2.1 Objectives

Participants should be able to demonstrate clear understanding of the following:

Lesson 1: Climate Change and the Role of Forests -1 hour

Lesson 2: REDD+ and history of negotiations under the United Nations Framework Convention on Climate Change (UNFCCC) – 1 hour

Lesson 3: Ghana' REDD+ Strategy (The Ghana Cocoa Forest REDD+ Programme, Ghana Shea Landscape Emission Reductions Project etc.) – 1 hour

¹ Climate Change 2014 Synthesis Report Summary for Policy makers - IPCC

1.3 LESSON 1: Climate Change and Role of Forests

This module shows evidence of climate change and provides a clear link with human activity. It then presents the role of forests in climate regulation.



Activity 1a:

- What do you know about climate change and factors influencing climate?

Duration: 15mins- 20mins

Activity 1b:

- What significant changes have occurred in your area/environment that points to clear evidence of climate change?

Activity 1c:

- What are some of the roles and benefits derived from forests?

Approach: Plenary discussion to solicit perceptions and understanding of trainees about what climate change is and the role of forest

Facilitator then delivers a power point presentation on climate change and the role of forest in climate change mitigation and adaptation to provide more insights and additional information to trainees (20 mins)

Box 1



Figure 1: Effects of Climate change

1.3.1 What is Climate Change?

Climate Change is the changes in average weather patterns such as temperature, rainfall, humidity, etc. in a particular region over a long period, usually 30 years and above.

1.3.2 What is causing climate change?

Scientists have proven that human activities have caused the earth to warm by approximately 1^o Celsius through activities such as indiscriminate felling of trees, illegal logging, illegal mining, bush burning, burning of fossil fuel, etc.

The climate system is however complex and is influenced by several natural effects such as greenhouse effect, volcanic eruption, ocean currents and others.

1.3.3 Addressing Climate Change

Addressing Climate Change and its impacts require rigorous coordinated efforts by all nations and institutions to develop mitigation and adaptation measures to reduce its impact. As part of the adaptation methods, there is need to ensure sound policy measures. Adaptation Measures include but not limited to introducing drought resistant crop varieties (Maize, cowpea, rice); farm boundary planting, livelihood interventions and so on.

The mitigation measures include Reforestation/Restoration, changes in energy production (Solar energy, hydro power), Green buildings, etc.

1.3.4 Role of Forests

The main functions of forest can be categorized into four (4) namely;

- Provision (production) Services- Timber, Non Timber Forest Products (NTFPs) such as mushrooms, forest fruits, herbs, meat of game animals etc.
- Regulatory services- Regulation of water, air, drought, disease and climate through carbon sequestration.
- Protective Function- The forest provides stabilizing effect on the natural environment (water circulation, precipitation, soil erosion prevention among others)
- Social Function- The forest creates the environment favorable to the health and recreation of society.

1.3.5 What are the benefits derived from forest?

Social Benefits

- Conservation of sacred groves to protect cultural heritage.
- Recreation.
- Social Responsibility Agreement.

Economic Benefits

- Timber value chain creating employment for thousands of people.
- Gathering of Non Timber Forest Products (NTFPs) for medicinal purposes, food, meat among others.
- Royalties for stool lands and traditional authorities.
- Funds for District assemblies to undertake developmental projects among others

- Foreign exchange

Environmental Benefits

- Sequester Carbon Dioxide (CO₂) through photosynthesis
- Provision of micro-climate for agriculture
- Biodiversity conservation
- Protection of water bodies

1.3.6 Forests and Climate change mitigation

Actions which affect the forest have large impact on greenhouse gas emissions (commonly carbon dioxide) and consequently on climate change. Carbon dioxide emissions can be reduced by decreasing both deforestation and forest degradation. Maintaining standing forests help preserve their role as a terrestrial carbon sink while restoring forests increase the sequestration of carbon thereby decreasing the overall levels of CO₂ in the atmosphere.

1.4 LESSON 2: Understanding REDD+ and history of negotiations under the United Nations Framework Convention on Climate Change (UNFCCC)

This module presents the basics of REDD+ and the United Nations Framework Convention on Climate Change (UNFCCC)



Activity 1:

- **What do you understand by the term REDD+? Duration: 15-20 mins**

Approach: Plenary discussion to solicit perceptions and understanding on REDD+ (15-20mins)

Facilitator then delivers a power point presentation on REDD+ and history of negotiations of REDD+ under the UNFCC to provide more insights and additional information to trainees (20 mins)

Discussion (Questions & Answers) (20 mins)

Box 2

1.4.1 What is REDD+?

REDD+ is a forest based climate change mitigation mechanism that aims to provide incentives for developing countries to reduce emissions from Deforestation and forest Degradation, to sustainably manage their forest and to conserve and enhance forest carbon stocks.

1.4.2 History of negotiations under the United Nations Framework Convention on Climate Change (UNFCCC) relevant to REDD+

Anthropogenic climate change is a consequence of large volumes of GHGs being released into the atmosphere as a result of fossil fuels and land-use change including the destruction of forests. GHGs trap energy from the sun as heat and this in turn affects the global climate system. The main anthropogenic GHGs and drivers of climate change are carbon dioxide and methane.

Rising concern about the effects of these emissions on the climate, led to the negotiation of the UNFCCC, which entered into force in 1994 at the Earths Summit to help set the planet on a more sustainable course.

The ultimate objective of the UNFCCC is to stabilize GHG concentration in the atmosphere at a level that would prevent dangerous anthropogenic interference with the climate system. All institutions involved in the international climate change negotiations under the UNFCCC are supported by a secretariat based in Bonn, Germany. The Conference of Party (CoP) comprises country parties which serves as the main forum to negotiate agreements to reduce human contributions to climate change and facilitate adaptation to the impact of climate change.

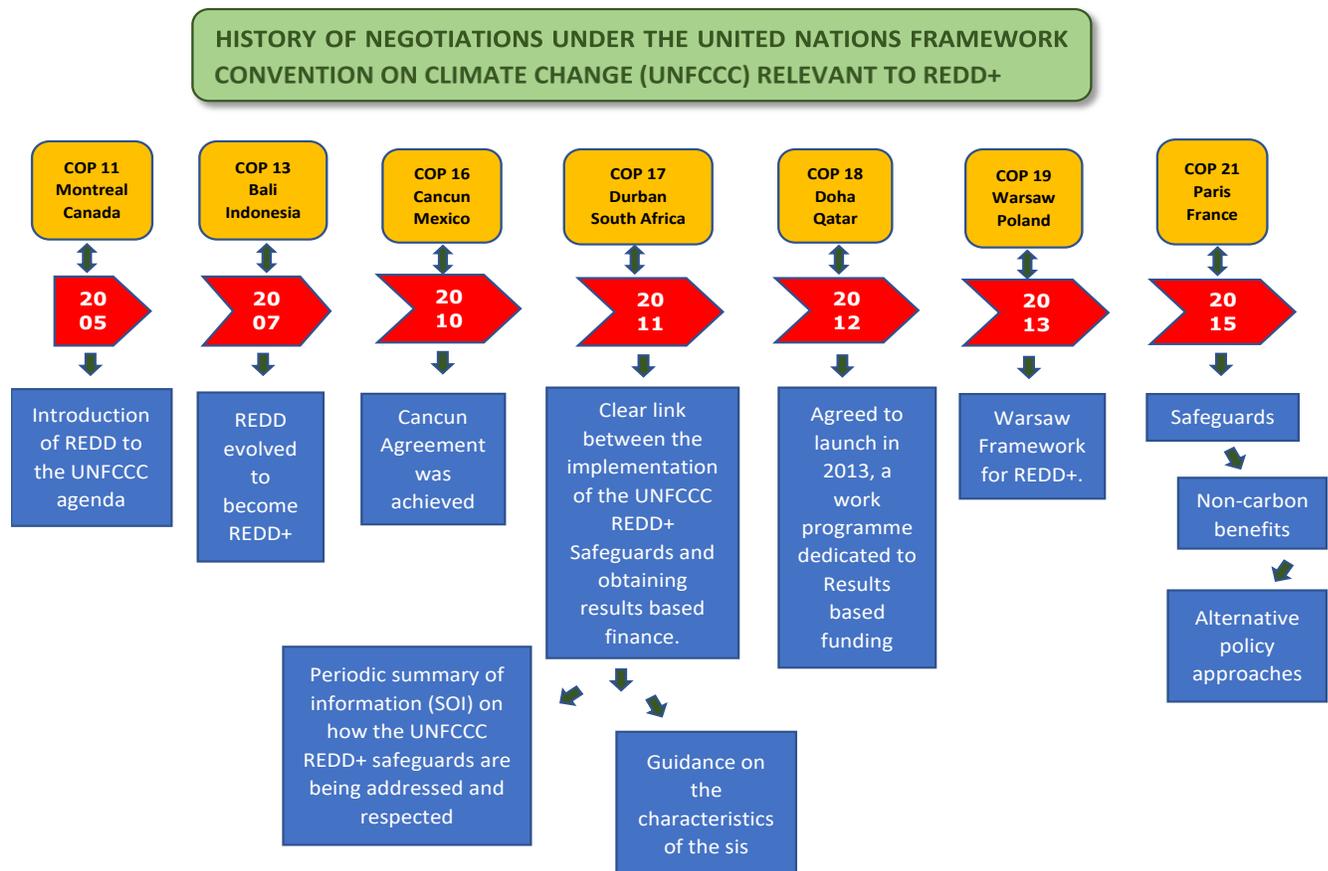


Figure 2: History of negotiations under the UNFCCC

The introduction of REDD to the UNFCCC agenda occurred **at COP 11**, Montreal Canada in 2005. Papua New Guinea and Costa Rica on behalf of the Coalition of Rainforest Nations presented a proposal to create a mechanism to reduce GHG emissions from deforestation and forest degradation. This led to a two-year process under the UNFCCC Subsidiary Body for Scientific and Technological Advice (SBSTA), including several technical workshops on the issue.

As a result of the negotiations and decisions that followed, REDD evolved to become REDD+ as part of Bali Action Plan **at COP 13**, Bali, Indonesia, in 2007. A large group of countries showed interest in REDD+ and therefore the parties recognized it as an option to mitigate climate change in the Bali Action Plan thus laying the foundation for future negotiations.

The Bali discussions represented a shift in approach under the UNFCCC from one where only developed, Annex 1 (Developed) countries undertake mitigation actions to one where all parties do so. This laid emphasis for Non-Annex I (Developing) countries to implement Nationally Appropriate Mitigation Actions (NAMAs) that should be measured, reported and verified.

Since 2007, successive COPs have established guidance, rules and modalities to steer the implementation of REDD+, notably in Copenhagen 2009 and in Cancun 2010.

At COP 16 (2010) held in Cancun, Mexico the milestone on international policy on REDD+ known as Cancun Agreement was achieved. The main commitment decided by the parties included;

- 2 Confirmation of the list of agreed activities of REDD+ where the initial REDD was broadened in Cancun to include conservation, sustainable forest management and the enhancement of forest carbon stock.
- 3 The parties agreed to a set of Seven Safeguards that should be promoted and supported when undertaking REDD+ implementation. This means that any country implementing REDD+ must carry out their activities in accordance with a number of safeguards related requirements.
- 4 As initial guidance for the development of REDD+, the parties called on developing countries to;
 - Develop a national REDD+ strategy or action plan
 - Establish a reference level
 - Develop a robust and transparent National Forest Monitoring System (NFMS)
 - Develop a system for providing information on how safeguards are being addressed and respected.

At COP 17, Durban South Africa in 2011, the Durban decision included some important safeguards related provisions. First, the decision made a clear link between the implementation of the UNFCCC REDD+ Safeguards and obtaining results based finance.

Secondly, the Decision also required developing countries to periodically provide a summary of information (SOI) on how the UNFCCC REDD+ safeguards are being addressed and respected, during all phases of the implementation of activities.

Thirdly, the COP developed guidance on the characteristics of the SIS, including that it should

- Be based on existing systems
- Provide information on how all REDD+ safeguards are being addressed and respected
- Take into account national circumstances and capacities
- Be transparent and accessible to stakeholders
- Be flexible and be regularly updated

At COP 18 in Doha Qatar, the parties agreed to launch a work programme in 2013 dedicated to **Results based funding** in order to increase and improve the financing effectiveness of REDD+ activities, SBSTA and the Subsidiary Body for Implementation (SBI) were also requested by the COP to jointly initiate a process to improve the technical, technological and financial support to developing countries in the implementation of REDD+.

Finally, it was agreed to resume discussions related to the time and manner in which countries should present their summary of information on safeguards to the UNFCCC, as well as the frequency of subsequent summaries. In addition, further guidance was requested.

At COP 19 in Warsaw Poland in 2013, most of the REDD+ work Programme was finalized, pending further negotiations on safeguards information systems, methodological issues related to non-carbon benefits of REDD+, and the joint mitigation and adaptation approach to forests. The seven REDD+ related decisions adopted at COP 19 are referred to as **Warsaw Framework for REDD+**.

The Warsaw Framework includes a decision on enhancing coordination of support for the implementation of activities including institutional arrangements, a first REDD+ decision on aspects related finance for results based actions was also adopted.

COP 21, Paris, France in 2015 three REDD+ decisions were adopted. These pertained in;

- Safeguards
- Alternative policy approaches such as joint mitigation and adaptation (JMA) for the integral and sustainable management of forests and
- Non-carbon benefits. With the adoption of these decisions, the negotiations on REDD+ methodological issues and guidance were closed.

Taken together, all these decisions constitute a REDD+ rulebook providing the guidance and process for developing countries to have the results of their REDD+ activities recognized for Results-Based Payments (RBPs).

The role of forests in the mitigation of climate change is strongly recognized in the Paris Agreement, mainly through Article 5.

What are the Five REDD+ Activities and What Do they mean?

The Cancun Agreement sets out the five REDD+ activities which are;

1. Reduction of emissions from deforestation
2. Reduction of emissions from forest Degradation
3. Conservation of forest carbon stocks
4. Sustainable management of forests and
5. Enhancement of forest carbon stocks

1.4.3 International Requirement on REDD+

In summary, the four key elements that are required of countries that wish to participate in REDD+ as negotiated under the UNFCCC are:

- National REDD+ strategy or action plan (NRS/AP);
- Forest reference emission level / forest reference level (FREL/FRL);
- National forest monitoring system (NFMS); and
- Safeguard information system (SIS).

These elements are to be developed 'in the context of the provision of adequate and predictable support, including financial resources and technical and technological support to developing country Parties'.²

² Decision 1/CP.16, paragraph 71; Decision 9/CP.19, paragraph 3

1.4.4 What are the required Elements of REDD+?

The Cancun Agreement (paragraph 71) requests countries to have the following four elements in place for REDD+ implementation and to access Results Based REDD+ payment.

1. A National REDD+ Strategy
2. A robust and Transparent National Forest Monitoring System for the monitoring and reporting of the five REDD+ activities
3. A National Forest Reference level (FRL)
4. A Safeguards Information System (SIS)

REDD+ are required to progress through three phases according to the UNFCCC Decision 1/CP.16 paragraph 73, which are;

- **Readiness phase:** this outlines a set of strategic activities, action plans and capacity building that will be used to address the main drivers of deforestation and forest degradation.
- **Implementation phase:** which are results based demonstration activities, enacting REDD+ actions and national strategies or plans that would need further capacity building and technology development.
- **Results based phase** in which actions must be fully measured reported and verified.

1.5 LESSON 3: Ghana's REDD+ Strategy (The Ghana Cocoa Forest REDD+ Programme, Ghana Shea Landscape Emission Reductions Project etc.)



Activity 2:

- **What do you know about Ghana's REDD+ strategy? Duration: 15mins**

Approach: Plenary discussion to solicit perceptions and understanding of trainees about Ghana's REDD+ strategic Programmes and activities under REDD+ (15 mins)

Facilitator then delivers a power point presentation on Ghana's REDD+ Programme to provide more insights and additional information to trainees (20 mins)

Discussions after presentation (30mins)

Box 3

1.5.1 REDD+ in Ghana

Ghana joined the International REDD+ Programme in 2008 through the Forest Carbon Partnership Facility (FCPF) and submitted its Readiness Preparation Proposal (R-PP) which was

approved in 2010. The R-PP outlines the processes by which the government of Ghana developed the national REDD+ strategy and supporting mechanisms and processes for participating in and implementing REDD+. During this period, Ghana also became a recipient of the Forest Investment Programme (FIP) to pilot projects that are synchronized with Ghana's REDD+ programme. In 2016, Ghana launched its REDD+ Strategy, which encompasses five strategic programmes namely;

1. Ghana Cocoa Forest REDD+ Programme (GCFRP),
2. Ghana Shea Landscape Emission Reductions Project (GSLERP),
3. Emission Reductions Programme for the Coastal Mangroves,
4. Emission Reductions Programme for the Transitional Zone and
5. Emission Reductions Programme for the Togo Plateau.

Ghana completed its readiness package in 2017 and submitted its Emission Reductions Programme Document (ERPD), which was included in the Carbon Fund portfolio. In 2018, implementation of the GCFRP began with a pilot of the Partnership for Productivity, Protection and Resilience within cocoa landscape (3PRCL). The Ghana Shea Landscape Emission Reductions Project (GSLERP) proposal was also submitted to the Green Climate Fund (GCF) in 2018 and approved in 2020.

REDD+ in Ghana is being coordinated by the National REDD+ Secretariat (NRS), which sits at the Climate Change Directorate (CCD) of the Forestry Commission. The REDD+ Programme is implemented in collaboration with other key stakeholders such as the MDAs, MMDAs, CSO/NGO, Local communities, Traditional Authority, Private sector and amongst others. REDD+ is fully captured in Ghana's Nationally Determined Contributions (GH-NDCs). Ghana's Vision for REDD+ is to significantly reduce emissions from deforestation and forest degradation over the next twenty years, whilst at the same time addressing threats that undermine ecosystem services and environmental integrity.

GHANA'S REDD+ TRAJECTORY

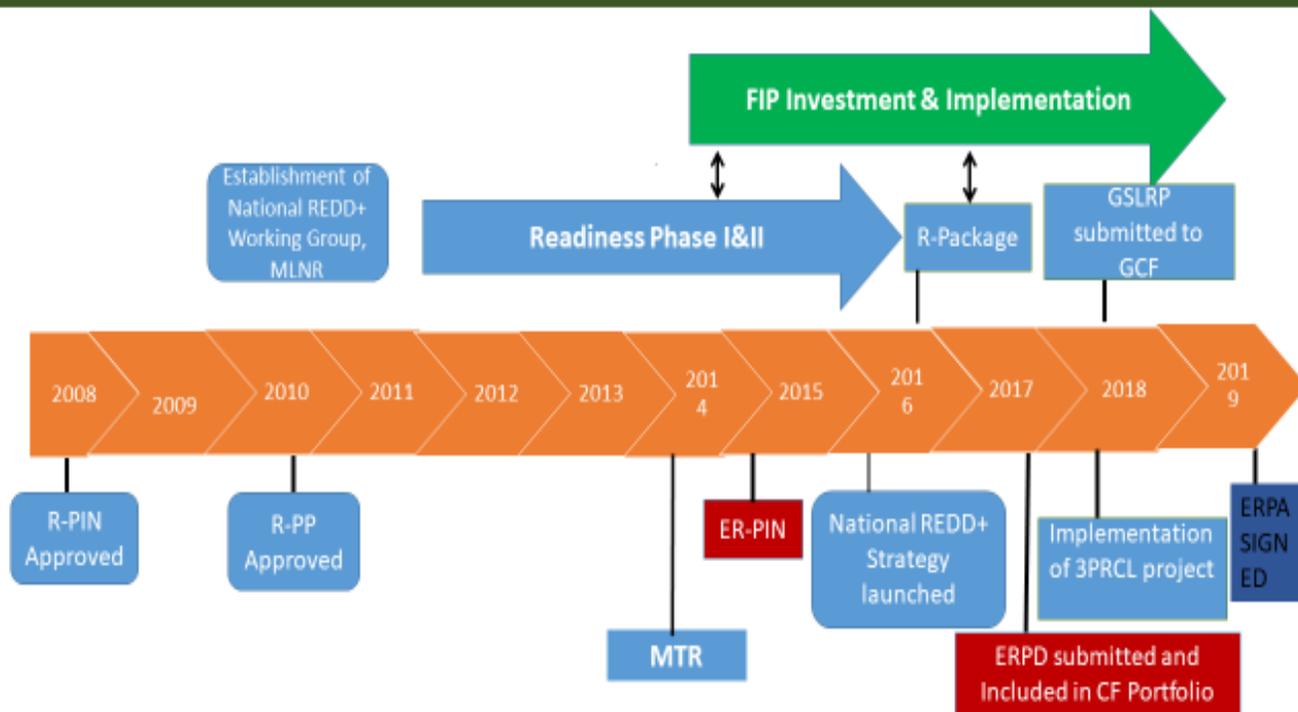


Figure 3: Ghana's REDD+ trajectory

Table 3: Ghana's Emission Reduction programs

Programs	Objectives	Status
Ghana Cocoa Forest REDD+ Programme (GCFRP)	Improve land use & socioeconomic development in the HFZ and Cocoa growing areas	Developed, approved and under implementation
Ghana Shea Landscape Emission Reductions Programme (GSLERP)	Addressing wood harvesting and agricultural practices in the Savannah woodland landscape	Developed and approved for implementation
Emission Reductions Programme for the Transitional Forest Landscape	Address the drivers of deforestation and forest degradation in the transition zone	Yet to be developed
Emission Reductions Programme for the Coastal Mangrove	Reduce the drivers of deforestation and forest degradation of coastal mangroves	Yet to be developed
Emission Reductions Programme for the Togo Plateau	Protect biodiversity within the Togo Plateau Landscape while addressing the drivers of deforestation and forest degradation.	Yet to be developed

1.5.2 Ghana Cocoa Forest REDD+ Programme (GCFRP)

The Ghana Cocoa Forest REDD+ Programme (GCFRP) is the premiere program fully developed under the Ghana REDD+ Strategy. The GCFRP aims to significantly reduce carbon emissions resulting from cocoa expansion into forest areas through the promotion of appropriate climate smart cocoa production approaches to increase cocoa yields and improve rural livelihoods and economies, and with the potential to attract USD 50 million in payment for emission reductions.

The main goal of the GCFRP is to:

- Curb illegal timber harvesting and mining while incorporating shade trees in cocoa systems
- Build climate resilience for the cocoa sector in order to secure rural livelihoods and sustain national development
- By tackling these drivers, Ghana aims to secure the future of its forests and make the cocoa sector climate resilient whilst sustaining and enhancing income and livelihood opportunities for farmers and forest users across the program area.
- In the long term, the GCFRP will also contribute to the attainment of Ghana's Nationally Determined Contributions (NDC) target.

GCFRP Programme area

The Programme area covers five (5) ecological zones: Wet Evergreen, Moist Evergreen, Moist Semi-deciduous (NW), Moist Semi-deciduous (SE) and Upland Evergreen. The greatest amount of deforestation occurring in the Moist Evergreen followed by Moist Semi-deciduous forest. The GCFRP covers the Western, Western North, Central, Ashanti, Eastern, Bono and Ahafo region.

Implementation of the GCFRP

The implementation involves;

- Implementation of the Programme will commence in areas within the ERTF accounting area dubbed Hotspot Intervention Areas (HIAs). HIAs are selected based on the intensity of the drivers of deforestation & forest degradation and existing projects & interventions being implemented by private sector & state actors at the landscape level.
- Leveraging ongoing initiatives including Forest Investment Programme (FIP), Cocoa Life (Mondelez), Partnership for Productivity Protection and Resilience within Cocoa landscapes (3PRCL) (Touton), CORIP and DGM (Solidaridad)
- Formation of an HIA consortium and governance body drawn from a wide range of relevant stakeholders to support programme implementation within each HIA.

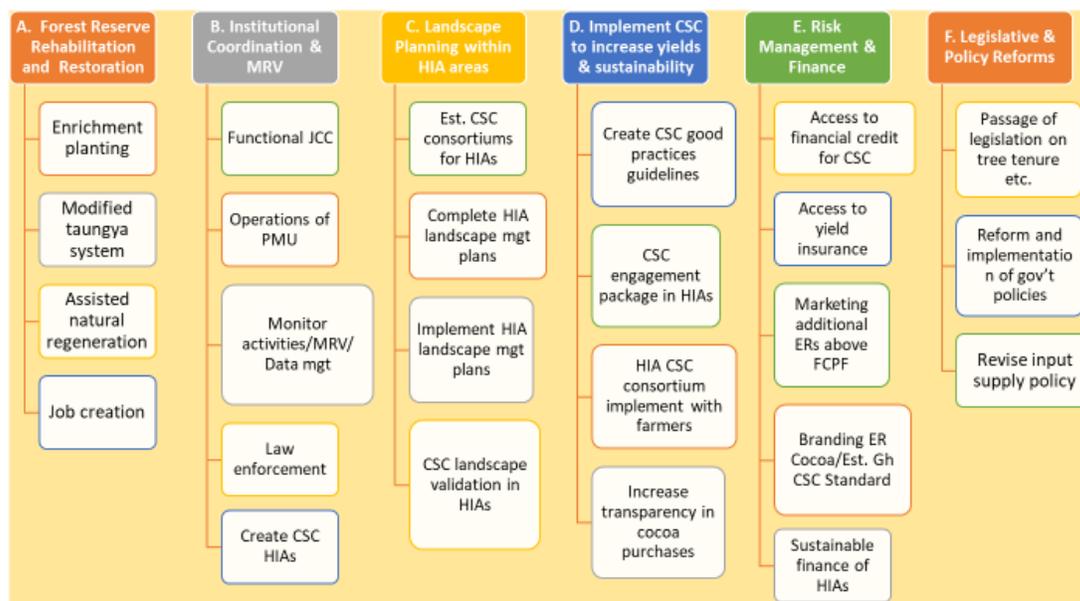


Figure 4: GCFRP interventions/pillars

1.5.3 Ghana Shea Landscape Emission Reductions Project (GSLERP)

The Ghana Shea Landscape Emission Reductions Project (GSLERP) is one of the five REDD+ initiatives targeting the savannah landscape. The programme is designed to promote sustainable approaches to land use, woodland conservation, and enhanced community-based resource management to stem the on-going degradation and deforestation from illegal logging,

charcoal production, agricultural expansion and illegal mining that threaten the woodlands and Shea production system. This programme is an important initiative to strengthen rural economies in northern Ghana, support female-dominated shea harvesting systems, improve revenue streams and address poverty that is widely considered endemic in this zone. The program seeks to reduce emissions of about 6.162mtCO₂ over a period of 7 years.

The GSLERP has three (3) main objectives, which are;

- i. Reduce emissions from deforestation and forest degradation within the Northern Savannah Zone (NSZ)
- ii. Build ecosystem resilience within the NSZ and
- iii. Enhance Forest Governance and transparency within the NSZ

1.5.4 Emission Reduction Program for the Transition zone (yet to be developed)

This is a Sub-national programme targeted within the dry semi-deciduous forest zone of Ghana. The drivers of deforestation and forest degradation in the transition zone are; wildfire, cocoa and other tree crop exploitation, illegal logging and mining. The forests within the transitional zone are highly susceptible to climate change and threatened by wildfire. The transition zone is an area that produces abundant food crops and have excellent soil for plantation development.

1.5.5 Emission Reduction Program for the Togo Plateau (yet to be developed)

This is one of the Sub-national REDD+ programmes to be developed along Ghana's mid-eastern border with Togo, an area in the Volta and Oti regions commonly referred to as the Togo Plateau. The Togo Plateau area contains some of the highest carbon stocks in the country due to a mosaic of protected forests, off reserve forest patches, high biomass cocoa farms and other complex agroforestry systems. It is also an area rich in biodiversity.

1.5.6 Emission Reduction Program for the Coastal Mangrove (yet to be developed)

The coastal Mangrove emission reduction program is one of the strategic REDD+ programs. Coastal mangroves provide natural protection of coastal communities against sea waves and rainstorms. Despite the importance of mangroves, they are highly threatened by anthropogenic influences through the cutting of mangroves for fuelwood, settlement expansion and infrastructure development.

1.5.7 Key Points to Note

- GCFRP is unique to Ghana and it is implemented at six sub-national levels (HIAs) through a collaborative process among key stakeholders: government, private sector, NGOs and rural communities.
- Ghana REDD+ programme has journeyed through multiple phases over a period of 12 years: readiness phase, implementation phase and result based phase.
- Through the GCFRP, Ghana envisages emission reduction of 10 MT of CO₂ across the six HIAs within the HFZ.

- Through the GSLERP, Ghana envisages to reduce carbon emissions of about 6.162mtCO₂ over a period of 7 years within the Savannah landscape.

MODULE 2: GHANA’S COUNTRY APPROACH TO SAFEGUARDS (CAS)

2.1. Introduction

Under the REDD+ Programme, safeguards generally refer to “measures to anticipate, minimize, mitigate or treat otherwise the adverse impacts associated with proposed activities”. These measures are expected to enhance positive social and environmental impacts while mitigating the negatives.

The Government of Ghana, like any other party to the convention over the years, has shown its commitment to meeting the Cancun, World Bank, National as well as other safeguards requirements.

This module therefore seeks to share insights and knowledge on the various safeguard mechanisms, with particular focus on Country Approach to Safeguards, within the Ghanaian context while highlighting instruments for delivering safeguards outcomes within the REDD+ program.

NOTES FOR THE TRAINER

This training session is meant to be as practical as possible and the trainer is to ensure that all trainees are actively participating throughout the sessions.

2.1.1. Objectives

- Provide information on Ghana’s Country Approach to Safeguards especially on its components and processes
- Equip trainees with good knowledge of the various international safeguards mechanisms and particularly the instruments currently being applied in Ghana
- Equip trainees with the skills and knowledge in conducting environmental assessments;
- Educate trainees on how to engage stakeholders on country’s approaches to safeguards
- Educate trainees on what an EIA is and its processes for feedback and action

2.2. LESSON 1: Key components and processes of a country approach to safeguards



Activity 1:

- **What are Safeguards?**
Brainstorm on what you would like to put in a safe for safekeeping when it comes to forest management.

2.2.1 Introduction to Safeguards and Country Approach to Safeguards.

REDD+ safeguards are ‘procedures and approaches that can help to ensure that REDD+ activities “do no harm” to people or the environment, but rather enhance social and environmental benefits. The definition refers to more than the avoidance of risk.

2.2.2 Why are Safeguards relevant?

Safeguards are critical in so many ways. They may help to:

- Design REDD+ actions that will be more sustainable by taking into account wider socio-economic issues and environmental concerns that are likely to be important in addressing the underlying drivers of deforestation;
- Increase investment in REDD+, because safeguards can reduce risk, a key factor in investment decisions;
- Meet the safeguard requirements of many of the international organizations funding (or likely to fund) REDD+;
- Reduce potential risks, and enhance social and environmental benefits.

2.2.3 What is a Country Approach to Safeguards?

A ‘Country approach to safeguards’ (CAS) is a general term that describes the elements and processes undertaken by countries to meet safeguards requirements for REDD+ under the UNFCCC, and other relevant initiatives and institutions (UN-REDD Programme Technical Resource Series on Safeguards, 2015 ed. 2).

Country approaches are developed by identification, application and improvement of existing governance arrangements for REDD+ – such as policies, laws, regulations (PLRs); institutional arrangements and information systems and sources - to meet the different safeguards requirements a country may choose to adopt.

Country approaches typically aim to ensure, inter alia, that:

- Safeguards are **addressed** through the existence of relevant governance arrangements, including policies, law and regulations through which the rights and obligations embodied in safeguards are to be recognized, protected and promoted throughout the

implementation of the proposed REDD+ actions (regardless of their type of funding source);

- Safeguards are **respected** through the implementation and enforcement of those relevant governance arrangements, by government and (where relevant and appropriate) non-government actors, throughout the implementation of REDD+ actions (regardless of their type of funding source);
- A Safeguards Information System (**SIS**) is in place to provide information that is accessible to all stakeholders on how safeguards are being addressed and respected; and
- **Summaries of information** (SOIs) on safeguards are submitted periodically to the UNFCCC and other applicable donor or funder (e.g. FCPF).

2.2.4 Key Components and Processes of Country Safeguards Approaches

There is no fixed and linear process to adopting a country approach to safeguards, as it will depend significantly on the context and circumstances of the country and the progress they have made with the overall REDD+ chosen approach. Figure 5 summarizes the process Ghana used in defining the CAS and SIS design.



Figure 5: Process of country's safeguards approaches

2.2.5 Safeguards applied in Ghana

The Government of Ghana has committed to meeting the Cancun, World Bank, Green Climate Fund (GCF), National as well as other safeguards requirements.

Cancun Safeguards

There are seven (7) Cancun Safeguards as listed below:

1. That actions complement or are consistent with the objectives of national forest programs and relevant international conventions and agreements;
2. Transparent and effective national forest governance structures, taking into account national legislation and sovereignty;
3. Respect for the knowledge and rights of indigenous peoples and members of local communities;
4. The full and effective participation of relevant stakeholders, in particular indigenous peoples and local communities;
5. That actions are consistent with the conservation of natural forests and biological diversity, ensuring that actions are not used for the conversion of natural forests, but are instead used to incentivize the protection and conservation of natural forests and their ecosystem services, and to enhance other social and environmental benefits;
6. Actions to address the risks of reversals;
7. Actions to reduce displacement of emissions.

World Bank Operational Policies

Countries receiving FCPF funding are required to ensure compliance with FCPF Funds common approach to environmental and social safeguards for multiple delivery partners. The current environmental and social policies of the WB are known as Safeguards Policies. In August 2016, the WB adopted a new set of environmental and social policies known as the Environmental and Social Framework (ESF) which applies to all new World Bank investment project financing. The Operational Policies are 11 in number and they include:

- OP 1. Environmental Action Plans
- OP 2. Performance standards for Private Sector Activities
- OP 3. Natural Habitats
- OP 4. Pest Management
- OP 5. Indigenous People
- OP 6. Physical Cultural Resources
- OP 7. Involuntary Resettlement
- OP 8. Forests
- OP 9. Safety of Dams
- OP 10. Projects in disputed Areas
- OP 11. Projects on International Waterways

GCF SAFEGUARDS

GCF ensures that the Climate Finance it allocates does not harm local communities and the environment and in the end ensure that planned activities are successful. The GCF has adapted the International Finance Corporation (IFC) Performance Standards as its Safeguards on Interim basis. IFC has eight Performance Standards, which are;

- PS 1: Assessment and Management of Environmental and Social Risk Impact

- PS 2: Labor and Working Condition
- PS 3: Resource Efficiency and Pollution Prevention
- PS 4: Community Health Safety and Security
- PS5: Land Acquisition and Involuntary Resettlement
- PS 6: Biodiversity Conservation and Sustainable Management
- PS 7: Living Natural Resources
- PS 8: Cultural Heritage

African Development Bank (AfDB) SAFEGUARDS

The Environmental and Social Safeguards of the African Development Bank (AFDB) are the cornerstone of the Banks's support for inclusive economic growth that is environmentally sustainable. The AFDB has five (5) Operational Safeguards (OS) and they are;

- OS 1. Environmental and Social Assessment;
- OS 2. Involuntary Resettlement: Land Acquisition, Population Displacement and Compensation;
- OS 3. Biodiversity, Renewable resources and ecosystem services;
- OS 4. Pollution Prevention and Control, hazardous materials and resource efficiency;
- OS 5. Labor Condition Health and Safety;

NATIONAL SAFEGUARDS

In Ghana, the Environment Impact Assessment requirement as enacted under Legislative Instrument (L.I 1652), is one of the key ways of ensuring that development projects do not harm the environment as well as communities.

The LI 1652 passed in 1999 is a planning, management and decision tool applied to proposed undertakings that will have impacts on the environment and on people. LI 1652, makes provisions³, which are procedures, instruments and mechanisms needed for:

1. Undertakings requiring registration and environmental permit
2. Undertakings requiring mandatory Environmental Impact Assessment.

³ Please refer to L.I 1652 for the full details of the provisions under the above-mentioned undertakings.

2.3 LESSON 3: Ghana's SESA process



Activity 2:

- What is screening, Is there a need for screening?
- What is the process in undertaking screening?
- How are the sub-projects screened?

What are the requirements of the screening checklist?

Box 5

2.3.1 Strategic Environmental and Social Assessment (SESA)

Ghana's REDD+ process is mainly funded (grant) through the Forest Carbon Partnership Facility (FCPF) of the World Bank, therefore it was mandatory to conduct a Strategic Environmental and Social Assessment (SESA). At the national level, under the first phase of readiness, Ghana carried out a Strategic Environmental and Social Assessment (SESA) using a consultative process, which was completed in 2014 and subsequently updated in 2016 with focus on the GCFRP. The SESA process produced an Environmental and Social Management Framework (ESMF) and a Resettlement Policy Framework (RPF).

The SESA process is intended to improve decision making by providing stakeholders and the public with:

- The opportunities and risks associated with a policy, plan and programme; and
- The means to enhance the opportunities and to minimize or avoid the risks.

SESA is a process directed at providing a holistic understanding of the environmental and social implications of the proposed activities /interventions.

Strategic Environmental and Social Assessments (SESA) complementary tool is to ensure REDD+ readiness activities comply with safeguard policies.

The specific objectives of the strategic environmental and social assessment are to:

- Integrate environmental management and socio-economic concerns/decisions into Ghana's REDD+ readiness process;
- Provide avenues for the involvement of the public, local communities, proponents, private interest groups and government agencies in the assessment and review of the proposed strategy options among others;
- Evaluate reasonable alternatives or options including the "no development scenario" for their likely significant effects, taking into account the REDD+ objectives and geographical scope;

- Analyze the risks and opportunities associated with the proposed REDD+ strategy options;
- Provide guidelines/recommendations as an input into the design and implementation of the REDD+ Strategies.

2.3.2 Environmental and Social Management Framework

The Environmental and Social Management Framework (ESMF) establishes clear procedures and responsibilities for the environmental and social screening of all likely interventions under the ER Programme, and identifies the environmental/social issues/concerns and likely impacts from the proposed ER Programme interventions and recommends appropriate mitigation measures to address the likely adverse impacts or risks.

The ESMF will be executed by the Forestry Commission (at the national, regional and district levels) in collaboration with other partners such as MLNR, COCOBOD, MOFA, EPA, Water Resources Commission, Lands Commission, District Assemblies, local communities and other institutions to be identified as relevant. Detailed roles and responsibilities of these institutions are captured in the ESMF document. The National REDD+ Secretariat (NRS) of the Forestry Commission is responsible for ensuring that mitigation measures and recommendations provided in the ESMF, applicable to the ER Programme area are implemented.

2.3.3 Resettlement Policy Framework (RPF)

Resettlement Policy Framework (RPF) is a requirement for World Bank funded projects that may entail direct economic and social impacts that both result from Bank-assisted investment projects, and are caused by the involuntary taking of land resulting in;

- (i) Relocation or loss of shelter;
- (ii) Loss of assets or access to assets; or
- (iii) Loss of income sources or means of livelihood, whether or not the affected persons must move to another location.

2.3.4 Process Framework

The Process Framework (PF) prepared for the FIP and applicable to REDD+ programme areas during implementation may cause restrictions in access to natural resources in legally designated parks and protected areas. The PF establishes a process by which members of potentially affected communities are engaged and participate in the design of project components, determination of measures necessary to achieve resettlement policy objectives and implementation and monitoring of relevant project activities⁴

2.3.5 Pest Management Plan

The specific objective of the Pest Management Plan (PMP) produced for the FIP is to promote the use of biological and environmental control methods for pest management and reduce the

⁴ <http://www.reddsis.fcghana.org/pub>

use of synthetic chemical pesticides to ensure that health and environmental hazards associated with pesticides are minimized.

Other objectives of the PMP which will be adopted and used by the GCFRP, are to:

- Ensure integration of appropriate pest management techniques into Agro-forestry technologies, and cocoa landscapes in the project area.
- Monitor pesticide use and pest issues among participating farmers, admitted farmers within forest reserves, and local communities.
- Promote implementation of an Integrated Crop and Pest Management (IPM) in cocoa production.

To achieve its objectives, the PMP provides relevant information on;

- Promoting the IPM approach for the cocoa sector including the promotion and adoption of climate smart cocoa,
- Summarizing the national pesticide use and management in Ghanaian agriculture and in the cocoa sector in particular,
- Providing insight and recommendations on the capacity building opportunities for the promotion of IPM and rational use of pesticides in cocoa production,
- Implementation strategies and budget for the PMP.

2.3.6 Safeguards Principles Criteria and Indicators (PCIs)

Ghana's PCIs also provide a framework for ensuring high social and environmental safeguards in the delivery of REDD+ projects in Ghana.

Principles depict the key objectives for ensuring high level of social and environmental performance of REDD+ actions. In essence, these principles need to be aligned with mandatory and voluntary safeguards standards/ frameworks, specifically the Cancun safeguards and the World Bank OPs.

Criteria define the conditions, processes, impacts and policies required in order to deliver the principles. They are the 'pre-requisites' for the delivery of each principle.

Indicators are the quantitative or qualitative information needed to show progress in achieving a particular criterion.

In all there are **9 Principles (P)**, **29 Criteria (C)** and **98 Indicators (I)**. **Trainers are to guide trainees to gain access to the full document on Ghana's REDD+ Social and Environmental Principles, Criteria and Indicators for further details.**

The development of Ghana's PCIs also considers Rights-Based Approach to REDD+ and the Seven (7) guiding principles⁵ proposed by IUCN for addressing the needs of the poor in the development and implementation of REDD+ strategies. Table 4 below provides further information on these right-based approaches.

Table 4: Seven Pro-Poor REDD+ Guiding Principles

⁵ IUCN (2014). The Pro-Poor REDD+ Approach; 7 Principles to Guide the Equitable REDD+ Implementation

7 principles to guide equitable REDD+ implementation

Principles		Themes
<p>1. Ensure vulnerable groups are informed, consulted and participate in decision making at all levels and phases of the REDD+ process, in an enabling environment.</p> <p>2. Guarantee rights and access to information about processes and outcomes of REDD+ including the positive and negative impacts on the environment and livelihoods of communities.</p>		<p>Stakeholder Engagement</p> <p>Access to Information</p>
<p>3. Ensure equitable and transparent sharing of benefits and responsibilities vertically and horizontally, with specific attention to vulnerable groups.</p>		<p>Equitable Benefit Sharing</p>
<p>4. Clarify and secure the rights (of access, use and control) to resources (land/tree/forest/carbon) of vulnerable groups.</p> <p>5. Recognize and integrate customary practices and values in the design and implementation of REDD+ activities.</p>		<p>Rights to resources</p> <p>Customary practices</p>
<p>6. Establish and address the nature and scope of forest dependency, particularly among vulnerable groups.</p>		<p>Forest dependency</p>
<p>7. Enhance resilience of vulnerable livelihoods through conserving and restoring natural ecosystem functions, including biodiversity.</p>		<p>Livelihood and Ecosystem Resilience</p>

2.4.1 EIA Procedures and Activities (Introduction, principles and triggers)

The Environment Impact Assessment provides the legal framework for screening, planning and management of projects to ensure that negative impacts on the environment and people are mitigated.

The EIA legal framework LI 1652 provides the procedures, instruments and mechanisms required for screening projects. Environmental Assessment Regulations, 1999 LI 1652 on Environmental Permit describes undertakings requiring;

- 1. Registration and environmental permit**
- 2. Mandatory Environmental Impact Assessment.**

The procedures establish an EIA process to among others, provide adequate relevant information to enable the EPA to set an appropriate level of assessment of any proposed undertaking, investment or programme for the necessary review and to facilitate the decision making process for the EIA approval.

The procedures comprise activities such as project Registration, Screening, Scoping, EIS preparation, and Public hearing. The procedures are statutorily recognized under the EPA Act 1994 (Act 490).

Upon submission of the completed Forms, the EPA will screen the project to determine what level of environmental assessment is required. There are three main levels of assessment and these are:

- No reporting or permitting required;
- Preliminary environmental report required; and
- Full environmental impact assessment report required.

In the simplest case, where impacts are minor and negligible, no environmental reporting is required after registration of the project with the EPA. The second level of assessment is where the impacts are considered minimal, and the EPA may then require a Preliminary Environmental Report (PER) to be produced.

With the third level where detailed studies are needed to appreciate impacts, a full-scale EIA is required. The detailed EIA studies in this case is preceded with the preparation of a Scoping report to the EPA outlining the terms of reference for the EIA study.

The EPA has a list of development projects for which full EIAs are mandatory. Agricultural projects of 40ha and above are identified within the list. In all cases, the EPA grants the environmental permit to the proponent after payment of the appropriate processing and permit fees. The EPA will notify the proponent on the amount to be paid as processing and permit fees.

2.4.2 How to conduct EIA/SIA for REDD+ Sub-projects

During the implementation of various specific interventions, individual project level assessments must be done to address site specific project impacts in accordance with LI 1652. Initial screening of subprojects using EPA Form EA 1 can be carried out to inform the Agency on what level of reporting or permitting is required. Possible interventions such as acquisition of large tracts of land for tree plantations in off-reserve areas may have the potential to generate site specific significant environmental/social impacts and must therefore be subjected to

detailed EIA or SIA in order to make them environmentally sound, socially acceptable and economically feasible. The EPA requires that undertakings in excess of 40 ha be registered with the Agency and permit obtained prior to implementation.

2.5 LESSON 6: REDD+ Safeguards Information System (SIS)

2.5.1 Overview of the safeguard information system

The SIS is generally understood to be a domestic institutional arrangement responsible for providing information as to how the country specific safeguards are being **addressed** and **respected** in the context of the implementation of the proposed REDD+ actions.

Ghana's SIS is designed and developed according to national circumstances. Module 5 provides full details of the SIS.

MODULE 3: GENDER MAINSTREAMING UNDER THE REDD+ PROCESS

3.1 Introduction

Gender considerations are essential to the REDD+ process. Gender responsive initiatives have the potential to ensure optimal impact on conservation, poverty reduction and climate mitigation. However, If REDD+ projects are not designed and implemented with a gender-responsive perspective, they will not be efficient and effective and, at worse, could contribute to exacerbating already existing inequality associated with gender in the natural resource management field.

As the nation implements REDD+, one of the key priorities is ensuring that social and environmental safeguards are adhered to, throughout the REDD+ process. Gender equity is a very crucial aspect of these safeguards, since some customary laws and practices with respect to decision making, participation, and the ownership and control of resources such as land; create an imbalance between men and women, mostly placing women at a huge disadvantage in comparison with their male counterparts.

Women are powerful agents of change, who can enhance strategies related to integrated forest management. Gender equity (including the vulnerable, landless, migrants and aged) and women empowerment is therefore crucial.

It is this need for mainstreaming of gender considerations into Ghana's REDD+ process that led to the establishment of the REDD+ Gender Sub-Working Group (GSWG) in March 2015. The GSWG, which includes representatives from different Ministries, Departments and Agencies (MDAs), Traditional Authorities, local communities, Academia, private sector and Non-Governmental and Civil Society Organizations was convened and subsequently trained in Accra, on Climate Change, REDD+ and the links between gender, REDD+ and safeguard issues and the importance of mainstreaming gender considerations into the REDD+.

The GSWG is the driving force for the implementation of the country's Gender and REDD+ Roadmap, and also provides a critical voice for ensuring gender considerations are integrated into all aspects of Ghana's REDD+ architecture.

Gender considerations are key if the design and implementation of REDD+ Safeguards instruments to attain the needed impact and ensure sustainability. Thus, for a training manual of this importance, it is very key to incorporate gender considerations. The different interests, roles and challenges of men, women and marginalised groups need to be taken on board and adequately addressed to ensure equity, effectiveness and sustainability.

The goal of this Module is that key gender considerations and issues related to social and environmental safeguards are analysed and properly understood by stakeholders for effective design, implementation, monitoring of REDD+ activities, as well as distribution of related benefits.

3.1.1 Objectives of module

At the end of the delivery of this module, trainees should be able to:

- i. demonstrate understanding of the relationship and linkages between gender equality, gender equity, women's (including the vulnerable) empowerment and REDD+ as well as sustainable management of forests in general.
- ii. have enhanced knowledge and understanding of forest use and management under REDD+ actions, including the ways in which improved social inclusion and promotion of gender equality and equity can benefit REDD+ and help improve livelihoods of forest-dependent communities.
- iii. identify and understand gender risks and considerations relevant to REDD+ policy making processes, implementation and possible measures to avert these risks.

3.2 LESSON 1: What is gender and key gender terms

This lesson aims to provide an opportunity for trainees to reflect on and discuss what gender means to them. They will share and learn about gender and key gender terms from each other and the facilitator.



Activity 1:

- **How do you understand the term Gender?**

Approach: Plenary discussion to solicit perceptions and understanding of trainees about what gender means to them. Responses are recorded on a flip chart by facilitator (30mins)

Facilitator then use this information below to make a power point presentation to provide more insights and additional information to trainees on both gender and gender terminologies (30 mins)

Approach: Participants work in mixed groups of men and women Participants discuss gender terms in Annex.

Each group is invited to nominate a speaker to present one term in plenary. The other groups present the remaining terms until all the terms have been discussed (15 -20 mins).

Box 6

3.3 LESSON 2: Gender and climate change



Activity 2:

Understanding the Linkages between Gender and Climate Change. Duration: 45mins

Approach: Facilitator uses audio visuals or plays a video (15mins). Trainees discuss their thoughts or take home lessons from the video in plenary (30mins)

Box 7

Through this lesson, trainees will gain knowledge and understanding about linkages between gender issues and climate change issues.

Variability due to climate change has posed significant challenges for Ghana, including more frequent and intense weather patterns, such as floods and droughts, which have significant negative impact on natural resources, the country's economy, and—differentiated impacts—on women and men in Ghana. Climate change also has negative impacts on ecosystem goods and services which are needed to maintain food security, livelihoods, health and general wellbeing.

Women are primarily responsible for maintaining household food security (in production and preparation) and collecting water, meaning that as these resources are degraded by the effects of climate change, women are disproportionately burdened with food, fuel and water collection and productive livelihood work. Additionally, women are particularly vulnerable to climate change due to their limited /tenuous land rights—which can impact their access to sustained income, as well as active participation in decision-making. Additionally, their limited capacity to adapt to shocks and climate impacts options leaves them particularly vulnerable to climate change.

3.4 LESSON 3: Why consider gender issues under REDD+?



Activity 3:

Understanding the Linkages between Gender and REDD+. Duration: 45 mins

Approach: Focus groups of men and women identify main inequalities, differentiated forest and agricultural resources, products, roles, impact, and benefits of women and men;

Groups share at plenary (conscious efforts should be made to get both men and women participating in the group)

Box 8

This lesson seeks to highlight the rationale or importance of integrating gender considerations into REDD+.

The role of forests in the lives of women and men in Ghana is crucial in the provision of food, clothing, shelter, furniture, potable water, bush meat, medicines and other resources.

REDD+ activities have been designed to respond to the impending and continued impacts of climate change. It is essential that these efforts take into consideration the human interactions with the natural resources, while building the resilience of ecosystems to deliver key goods and services to dependent populations. Interventions should create opportunities for communities to continue accessing ecosystem benefits while sustainably managing resources and restoring landscapes for healthier communities and ecosystems.⁶

Unfortunately, marginalized groups particularly women, often do not have equal access to some of these resources for the sustenance of their livelihoods despite the significant, diverse roles they play in the forestry sector which affords them specific skills and experiences associated with best forestry management practices. They also have rich knowledge about properties of culturally and household-important NTFPs and forest resources.

Indeed, despite the many benefits women's involvement in forestry provides, women are not equally involved in formal forest management activities and often cannot access higher paying positions in forestry activities, or in commodity production along various resource value chains that relate to REDD+ activities. Additionally, increased forest use for large-scale energy needs and conversion of land to private plantations limit women's access to fuel wood for household use, increasing their time and labour dedicated to collecting this resource, as well as exposure to harsh environmental conditions and risks of gender-based violence (GBV).

⁶ Refer to Safeguards applied in Ghana, stated in module 2

Community development and including aspects of REDD+ in projects while ensuring equal access to opportunities and benefits, will help form a context-specific solution that addresses localized gender issues and meet the various needs and priorities of women and men.

3.5 LESSON 4: Gender mainstreaming in Ghana's REDD+ process



Activity 4:

Mainstreaming Gender into Ghana's REDD+ Process. Duration: (45 mins)

Participants list gender disparities and what could be done. Facilitator improves on the list with specific actions

Box 9

This lesson seeks to highlight processes and efforts towards mainstreaming of Gender into Ghana's REDD+ process and to provide an opportunity for the participants to reflect on and identify entry points for ensuring gender responsiveness of REDD+ frameworks and implementation.

REDD+ initiatives could pose significant risks and create differentiated and harmful impacts on women and men at the community level due to their differentiated knowledge, roles and responsibilities, if gender concerns are not considered and adequately addressed. Thus, gender equity and women's empowerment must be at the heart of REDD+ policy design and implementation.

Despite these tremendous strides, it is recognised that continuous attention and efforts are needed to ensure that gender considerations are integrated into all REDD+ actions at all levels along the country's REDD+ journey. Significant challenges such as Gender disparities in land access and inheritance of resources due to sociocultural norms and practices; inadequate knowledge and capacity, preventing women from participating meaningfully in decision making at all levels; inadequate funds to implement Gender Action Plan and misconceptions about gender advocacy need to be addressed to help enhance impact and sustainability of these initial efforts.

MODULE 4: REDD+ FEEDBACK AND GRIEVANCE REDRESS MECHANISM (FGRM)

4.1 LESSON 1: Introduction to FGRM

As part of REDD+ strategy development in the country, Ghana has established a Feedback and Grievance Redress Mechanism (FGRM) for receiving, evaluating, and addressing REDD+ project-related grievances from stakeholders at the local, regional or national levels.

FGRMs are defined as organizational systems and resources established by national government agencies, including regional, metropolitan, municipal, and district assemblies (MMDAs) to receive and address concerns about the impact of their policies, programmes, and operations on stakeholders.⁷ Stakeholder input handled through these systems and procedures are referred to as “grievances,” “complaints,” “feedback,” or any other functionally equivalent term.

FGRMs are generally designed to be the ‘first line’ of response to stakeholder concerns that have not been addressed through pro-active stakeholder engagement. Not all complaints can be handled through the FGRM. Complaints of acts of criminal nature or grievances that allege corruption, coercion, or major and systematic violations of rights and/or policies should be referred to the appropriate institution for formal investigation and subsequent resolution. A REDD+ FGRM has been developed in close consultation with key stakeholders for addressing project related feedback and/or grievance. It is therefore important to create awareness of the existence of the FGRM and to build the capacity of trainees in the processes involved.

NOTES FOR THE TRAINER:

1. Mode of delivery for this Module is presentation, role play (ppt attached as annex).
2. The presentation should not exceed 30min;
3. Use a combination of text and visuals (images and videos) to break the monotony and increase participants’ engagement;
4. Interactive session for discussions after the presentation (45 mins);
5. Make the session lively through interactive engagement of participants by engaging participants in the learning process;
6. Summarize and repeat key points to serve as memory hook;

4.1.1 Objective of the FGRM training

The objective of the training session is to create awareness and build knowledge on FGRM so that trainees can apply the knowledge acquired for lodging complaints and seeking redress.;

⁷ operational modalities for the REDD+ feedback and grievance redress mechanism (part i) and position paper on amendment of Ghanaian law to facilitate the use of alternative dispute resolution to resolve REDD+ disputes (part ii) By Y. B. Osafo & Patmos Addae, June 2017

4.1.2 Potential REDD+ related conflict areas



Activity 1:

How to identify and address potential conflict/grievances

- Break participants into groups and ask them to list and prioritize potential REDD+ related conflicts and actors involved (15min)
- Refer to Table 1 to summarize potential sources of conflict and actors involved (15min)
- Receive feedback from participants on how each conflict can be managed or addressed (15min)
- Ask participants to share experiences of conflicts that have occurred and how they were addressed (15min)

Box 10

Table 5: Examples of Potential areas of conflicts

Potential areas	Conflicts
Tenure / Ownership	Land (boundary), land use, tree tenure and carbon rights
Benefit-sharing	Who gets what, and how much
Safeguards	Compensation payments and grievance redress
Stakeholder consultation and participation	Representation in decision-making and right of consultation, including gender participation
Capacity-building	Access to information
Resettlement and compensation payment	Encroachment of reserves

4.1.3 Potential REDD+ aggrieved parties

It is envisaged that potential disputants of various REDD+ actions will mostly be forest users that have access to land and forest resources in Ghana.



Activity 2:

Provide a list of potential REDD+ Disputants and reason for dispute

- timber companies (eg: SRA, payment of compensation);
- farmers (eg: tree tenure, compensation from timber companies);
- illegal chainsaw operators;
- community leadership (including chiefs and traditional authorities);
- forestry staff (eg: confiscated lumber);
- community pressure groups or community-based organizations (CBOs)
- district assemblies (eg: inability to account for NR royalties);
- Tree growers
- Illegal miners or “galamsey”

Box 11

4.2 LESSON 2: FGRM operational modalities

The FGRM operational modalities promote an amicable and rapid resolution of all complaints that may have an impact on the implementation of REDD+ activities. The FGRM will broadly be operationalized in four steps. Parties seeking to have any REDD+ dispute resolved will file their complaint at the nearest district FGRM office within the REDD+ ER programme area. A complaint form (for which a receipt is given) is processed before the issue is communicated to the National FGRM coordinator. The FGRM Forms (attached in Annex) have been revised to integrate all three steps of the grievance redress process. Disputing parties may choose to lodge their complaints via the SIS web platform (www.reddsis.fcghana.org).

GHANA COCOA FOREST REDD+ PROGRAMME FEEDBACK & GRIEVANCE REDRESS MECHANISM

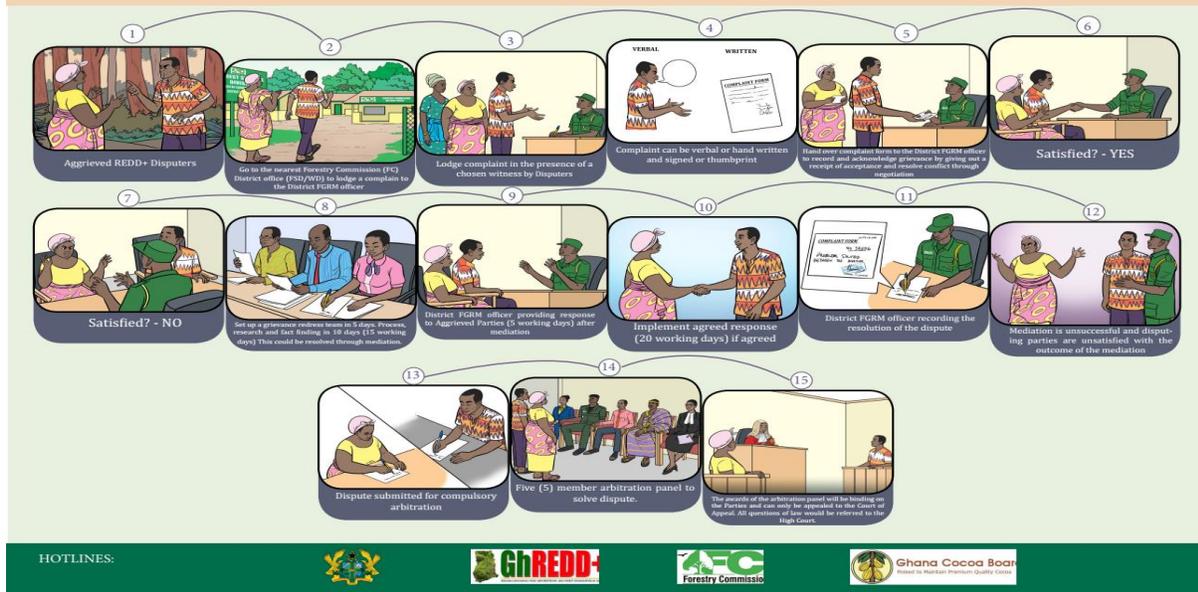


Figure 6: FGRM operational modalities

4.2.1 Steps to lodging a complaint and having it addressed

1. Aggrieved REDD+ disputants go to the nearest Forestry Commission district office (Forest Services and Wildlife Division) to lodge a complaint to the District FGRM officer;
2. Lodge complaint in the presence of a chosen witness by disputants;
3. Complaint can be verbal or hand written and signed or thumbprint;
4. Hand over complaint form to the district FGRM officer to record and acknowledge grievance by giving out a receipt of acceptance and resolve conflict through negotiation;
5. If dispute is unresolved through negotiation, a grievance redress team is set up in 5 days. Process, research and fact finding done in 10 days to resolve the dispute through mediation;
6. District FGRM officer providing response to Aggrieved Parties (5 working days) after mediation;
7. Implement agreed response (20 working days) if agreed;
8. District FGRM officer recording the resolution of the dispute;
9. If mediation is unsuccessful and disputing parties are unsatisfied with the outcome of the mediation, dispute will be submitted for compulsory arbitration;
10. Five (5) member arbitration panel set up to solve dispute;
11. The awards of the arbitration panel will be binding on the Parties and can only be appealed to the Court of Appeal. All questions of law would be referred to the High Court.

4.2.2 FGRM steps in lodging complaints



Activity 3:

Brainstorming exercise on lodging a complaint

- Invite participants to share their views on how complaints can be lodged, received and registered
- Ask participants to share their views on the category of people who can lodge or receive complaints
- Allow participants to share their experiences of lodging or receiving complaints if any

Summarize interaction using presentation below

Box 12

4.2.3 Step 1: receive and register complaints

- All aggrieved persons with complaints related to REDD+ implementation should have the opportunity to register it at the FGRM desk office at the district forestry office;
- The district FGRM officer shall receive and collate the grievances or concerns of a complainant;
- All complaints can be received orally but must be recorded (in writing) by the district FGRM officer;
- All complaints shall be recorded on a standard complaint form (attached in annex) which must be submitted to the national FGRM coordinator irrespective of whether the complainant is seeking redress or not;
- Where the complainant is illiterate, the FGRM officer or another literate individual nominated by the complainant shall complete the FGRM form, read to the complainant what has been written and have them sign or thumbprint to indicate their approval of the written account, after which the FGRM Officer will also sign;
- A signed or thumb printed FGRM form is considered 'submitted' by the complainant.
- Where the complainant is a group/community/company, the person signing the complaint must be competent as a legal representative, however its own rules define it;
- The FGRM officer who receives complaints orally or in writing must complete the FGRM form A1, sign and register it in the official complaints record book, noting date of

receipt, complainant, handling officer and assign a case ID within a day before submitting those details to the head office within 5 days;

- A completed form that has been assigned a case ID is considered 'received' and must be processed;
- Where there is a networked electronic registry accessible to the FGRM officer, the case shall be logged into the registry within 2 days;
- Thus the processes of receiving and registering complaints at the District FGRM office MUST not exceed 5 working days.

4.2.4 Step 2: acknowledge, access and assign



Activity 4:

- **Seek participants' opinions on ways complaints can be acknowledged, accessed and assigned as well as the actors involved in this step**
- **Make reference to the presentation below to summarize their views**

Box 13

- All complaints received must be assessed for eligibility using an eligibility criterion that ought to be developed, before they are processed through the FGRM and assigned official responsibility within 3 working days;
- The complaint, the reply, and the decision on eligibility should be acknowledged, either through email, written letter, in person, telephone or SMS;
- The decision on eligibility and actions assigned must also be recorded in the official District complaints record book;
- In all cases, the FGRM Form 2B must be completed;
- The FGRM officer is responsible for the assessment of the complaint and the reply. They may co-opt other people for the assessment to propose a response and the response shall be recorded on the FGRM Form 2B;
- The party whom the complaint is made against ("responding party") must be notified of the complaint against them and invited to reply within 7 working days of receipt of the complaint.

4.2.5 Step 3: propose response



Activity 5:

- **Ask participants to suggest some practical ways for addressing or responding to complaints**
- **Who should respond to the complaints?**
- **Ask participants to suggest timeframe for feedback**
- **Summarize interaction using information below**

Box 14

- Based on the assessment report recorded in FGRM Form 2B, the grievance redress (including a clear statement of what must be done, by who and within what time) proposed will be communicated to the parties, either directly or through the submitting FGRM officer within 14 days of receipt of the complaint;
- The proposed action may involve negotiations between the parties, direct actions by the FC or with other stakeholders to deal with the subject matter or referral to an ADR process;
- The agreed action shall be communicated to the relevant officer/persons/institutions for implementation by completing the FGRM Form 3C directing the action to be taken, stating what should be done, who should do it, when it should be done and when a report is to be submitted;
- In the event that mediation is proposed, the Parties will jointly select or agree on the method for selecting the mediator from the roster of mediators. In the absence of an agreement, the mediator will be chosen by the District FGRM officer;
- A memo shall be written by the District FGRM officer within 3 days after receipt of consent of complainant to the proposed action;
- Where the grievance has not been successfully resolved through mediation, the dispute will be referred for compulsory arbitration by the District FGRM officer.
- In the compulsory arbitration, a 5-member ad-hoc panel consisting of a qualified arbitrator, a lawyer, a forestry/natural resource expert, a traditional authority and a governance expert with at least 1 of them being a woman will be constituted;
- Subject to the provisions of the Alternative Dispute Resolution Act, 2010 (Act 798), the panel shall be constituted by the parties or in absence of agreement, by the national coordinator of the FGRM from a roster of arbitrators maintained by the national coordinator;
- Awards by the ad-hoc arbitration panel shall be in writing and binding on both parties.

4.2.6 Step 4: closed out



Activity 6:

- Invite participants to suggest alternative actions in a scenario where disputing parties are unable to reach a consensus
- Who should follow up the alternative action?

Box 15

- A dispute will be considered 'closed out' if the settlement terms have been implemented or a party files an appeal at the High Court, in which case the resolution of the case leaves the ambit of the prescribed FGRM;
- Where the dispute has been fully settled and the terms implemented, the dispute would be considered to have been effectively resolved and recorded as such in the district and national FGRM records/database;
- Where one party disagrees with the award, the party may file an appeal at the Court of Appeal upon limited grounds such as on questions of law.

4.2.7 FGRM process timelines

Table 6: FGRM process timelines

Grievance uptake, record, acknowledgment	5 working days
Process, research and fact-finding	15 working days
Response	5 working days
Implement agreed response	20 working days
Total Process timeline	45 working days

Module 5: SAFEGUARDS MONITORING AND REPORTING

5.1 Introduction

Monitoring of interventions and activities at the national level is aimed at meeting requirements for result based payment from REDD+ and systems for Measuring, Reporting and Verification (MRV) of GHG emissions using the Forest Reference Level (FRL) to calculate the REDD+ gains that a country can claim payments for. However, the national safeguard monitoring system is expected to show how Ghana is meeting its social and environmental safeguards requirement through 'Safeguards Information System' (SIS) and submission of a 'Summary of Information' on how this system is being implemented. This module provides trainees with information on monitoring and reporting of safeguards.

5.2 Module Learning Objectives:

By the end of this module, participants will have a very good understanding of the framework for monitoring and reporting on REDD+ Safeguards with specific insights on:

1. Institutional governance arrangement and reporting structure
2. Principles for Monitoring, evaluation and control for REDD+ safeguards
3. Forming Safeguards teams
4. Reporting on Safeguards through the SIS portal

5.2.1 Mode of presentation

- Lectures with power point presentation, group work, working session on action planning for specific activities in HIA, training and practical/demonstration sessions on the use of the SIS.
- Mood Barometer and checklist will be used to evaluate lecturers' contents and use of time etc

5.3 LESSON 1: Institutional governance arrangement for safeguards reporting

This lesson highlights the various institutions responsible for ensuring the implementation in the context of REDD+ activities and highlights Ghana's safeguards reporting structure.



Activity 1:

- Presentation on Ghana's Institutional Governance Arrangement
- Presentation on Ghana's Safeguards Reporting Structure

Group discussion on presentations

Box 16

Institutional governance arrangement for REDD+ safeguards reporting can be categorized into the following: 1. Sector Ministries, Departments and Agencies (MDAs); 2. Relevant Regulatory Agencies; 3. Development Partners; and 4. Landscape Actors. Details of roles and responsibilities of these institutions can be referred to in the Environmental Social Management Framework (ESMF).

Sector Ministry and Agencies

1. MLNR
2. FC
3. MOFA
4. MESTI
5. Regional Coordinating Council
6. MMDAs (Metropolitan, Municipal and District Assemblies)

Relevant Regulatory Agencies

1. EPA
2. Water Resources Commission (WRC)
3. FORIG
4. EPA
5. COCOBOD

Development Partners

1. World Bank
2. GCF
3. SNV
4. Tropenbos Ghana
5. UNDP
6. etc

Landscape Actors

1. Private Sector
2. NGOs
3. CSOs
4. Community members
5. Traditional Authorities
6. Farmer groups and tree growers

Ghana's REDD+ institutional governance arrangements for safeguards reporting have been categorized into five main segments, namely; Government Institutions, National, Regional, District and Communities. The Government Institutions include Ministry of Lands and Natural Resources (MLNR) and relevant ministries with Development Partners (WB, GCF, SNV, Tropenbos, etc). Under National, we have the Climate Change Directorate as the National Focal Point of Safeguards under REDD+ and the agencies under some relevant ministries like; Forestry Research Institute of Ghana (FORIG), Environmental Protection Agency (EPA) under the Ministry of Environment, Science, Technology and Innovation (MESTI) and COCOBOD under Ministry of Food and Agriculture (MOFA). The Regional segment deals mainly with the Forestry Commission Regional Offices for Forest Services Division (FSD) and the Wildlife Division (WD).

The Ministry of Local Government with its corresponding Metropolitan, Municipal District Assemblies (MMDAs) deal with district issues together with FSD, WD and COCOBOD, MOFA Extension Services, Civil Society Organizations (CSOs), Non-Governmental Organizations (NGOs) and Hotspot Intervention Areas (HIAs) focal persons. The last important segment under the safeguards governance arrangements is the Communities, where we have the Traditional Authorities, Local Communities, Land Owners, Chiefs, Farmers and the Private Sector.

Interactions occur frequently between the Climate Change Directorate and the rest of the segments outside the main reporting channel. Figure 7 depicts Ghana’s Safeguards Reporting Structure which represents how data is reported by the HIA Landscape Level Actors to the National Level Actors through verification and validation processes. The reporting system utilizes a bottom-up approach where communities report to the District offices, the Districts report to Regional offices and finally to the Climate Change Directorate.

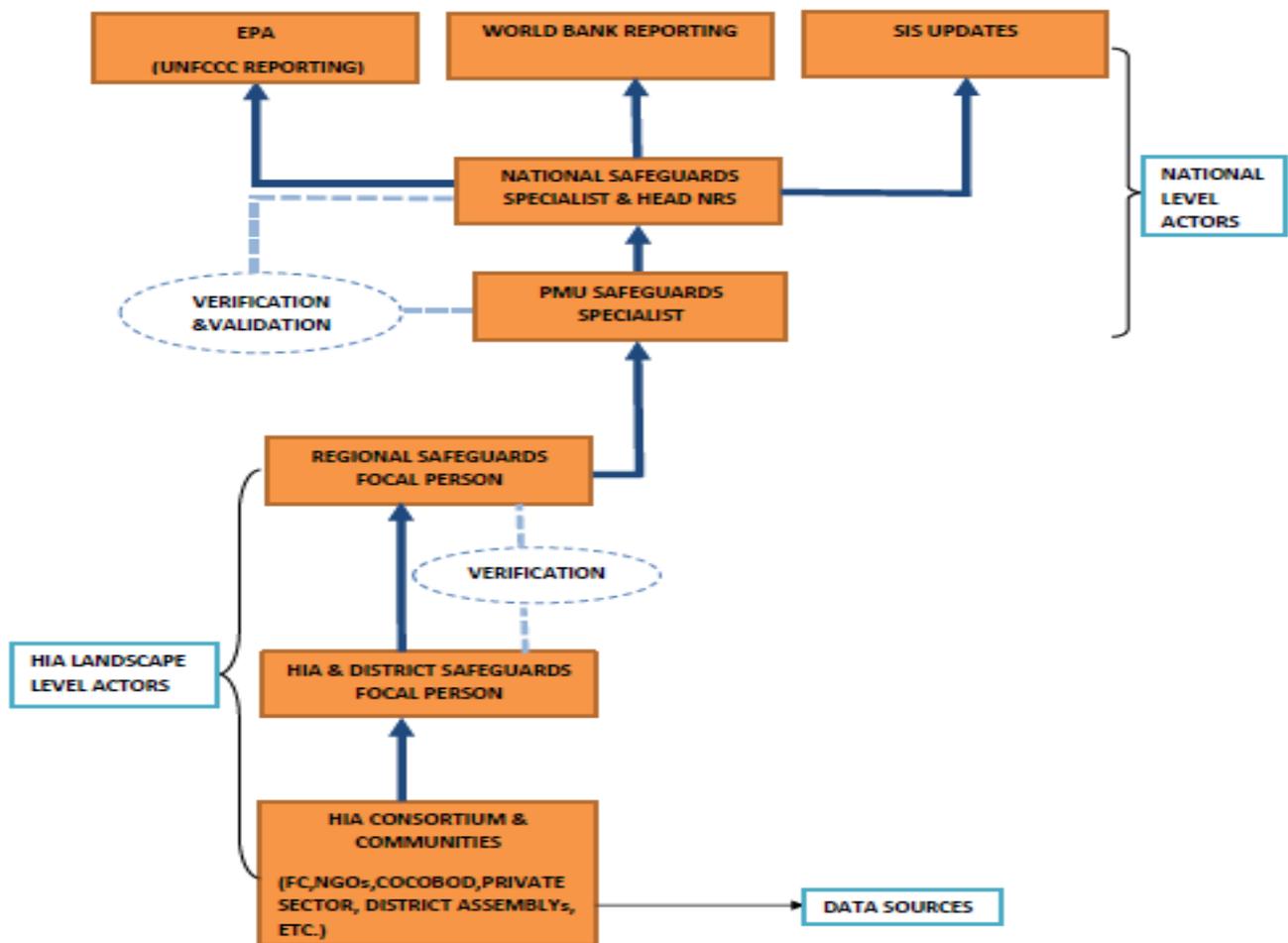


Figure 7: Safeguards reporting structure

5.4 LESSON 2: Principles for Monitoring, Evaluation and Control for REDD+ Safeguards



Activity 2:

- **Presentation on principles for monitoring, evaluation and control of REDD+ safeguards**
- **Discussion on the need for Safeguards Action Plan**
- **Presentation of a case study**

Working Session to develop an ACTION PLAN MATRIX for participants in specific HIAs

Box 17

5.4.1 Background to Monitoring Ghana's Country Approach to REDD+ Safeguards

REDD+ initiatives when successfully implemented would deliver a range of social and environmental benefits for the forest-dependent communities and a wide range of stakeholders across the country such as improved forest tenure, reduced poverty, vulnerability, biodiversity conservation and vegetation change. However, at the same time depending on how REDD+ actions are implemented they might cause harm to local communities and forest dependent stakeholders.

In recognition of this, the potential environmental co-benefits and impacts in using the set of seven safeguards agreed under UNFCCC, Ghana has developed the Country Approach to Safeguards (CAS) as well as the Safeguards Information System (SIS) which provide information on how these safeguards are being addressed and respected.

Ghana's CAS has been defined to ensure REDD + activities do-no-harm to people or the environment but rather enhance social and environmental benefits. To ensure that Ghana does not deviate from achieving REDD+ set goals and targets and to provide information for the periodic review and evaluation, the interventions have to be monitored closely so that when there are deviations they can be identified and controlled. The system for monitoring should be transparent and participatory due to the large number of stakeholders and interests.

Participatory monitoring, evaluation and control system would also help to ground-truth, triangulate and/or validate information on certain indicators from the perspective of affected and beneficiary stakeholders.

Monitoring: Collecting, recording and reporting information concerning all aspects of implementation plan for the REDD+ Activities /HIA management plan that management and all stakeholders wish to know.

Evaluation is the systematic assessment throughout the management plan period to determine whether original objectives have been achieved and if they are still relevant.

Controlling: Uses data supplied by the monitoring process to bring deviation in actual performance into approximate alignment with planned performance

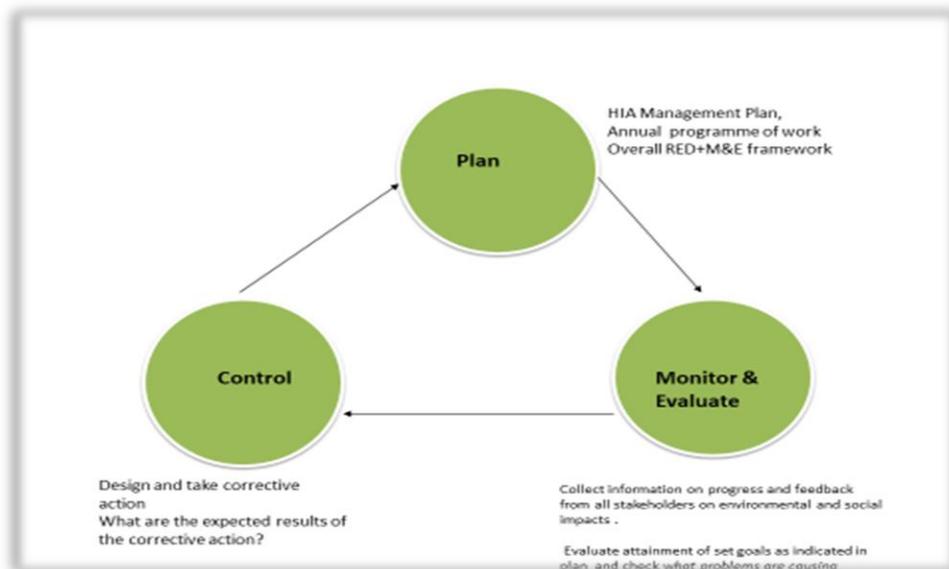


Figure 8: Cycle of Plan, monitor and control

5.4.2 Participatory monitoring, evaluation and control (PMEC)

Participatory monitoring and evaluation is a process through which stakeholders at various levels engage in monitoring or evaluating a particular project or intervention, share control over the content, the process and the results of the monitoring activity or engage in taking and identifying corrective actions. World Bank (2010). In the implementation of REDD+ interventions in the various HIAs, applying PMEC will allow the use of a variety of data collection, management and tools for analysis. This will involve active engagement of primary stakeholders whilst building capacity for analysis of data and problem identification and solving.

Control mechanisms allow implementing agencies to use feedback from monitoring and evaluation reports to minimize the variance in scheduled process from what was originally planned. Controls act as a safety harness to project management.

Advantages of participatory Monitoring and evaluation include the following:

- **Increased ownership:** Multi stakeholders feel a part of the project and become committed to achievement of goals and targets.
- **Accountability and transparency:** Trust is built among all stakeholders and implementing agencies will have to demonstrate appropriate and effective use of funds.
- **Improvement in performance:** Helps to identify shortcomings or inefficiency in the project concept and /or HIA management plan. This, in turn leads to a process of reflection and improvement.
- **Joint Learning:** Properly documented M&E activities and report provide valuable information for the specific project or programme and becomes a learning tool for other organisations Lessons learned can thus be widely shared.
- **Communication:** Depending on how they are conducted, M&E activities can provide an opportunity for greater dialogue to take place between the different stakeholders involved in a particular intervention

5.4.3 Indicators for Monitoring REDD+ Safeguards

Quantitative or qualitative information to be used to show progress in achieving a particular REDD+ criterion in the HIAs will include input, process, output, social and environmental Impact indicators among others. It is important that the right indicators are selected for monitoring of REDD+ interventions. With respect to monitoring of social and environmental safeguards in the HIAs, a mixture of process and impact/outcome indicators will be most useful.

- Input indicators to measure the inputs to a particular intervention, e.g. human resources, budget allocated and logistics.
- *Process indicators monitor the number and types of activities carried out, e.g. training events/ meetings, number of people trained/participants*
- *Output indicators are the specific products of a particular intervention or process, e.g. policies or policy reforms, plans, maps, reports.*
- *Outcome or impact indicators measure the long-term effect of interventions, e.g. Increased or reduced incomes, increased poverty/vulnerability*

5.4.4 Stages in Participatory Monitoring and Control

The figure 9 below gives an overview of the stages for participatory monitoring of social and environmental safeguards to ensure that accurate and relevant data is collected and incorporated in the SIS

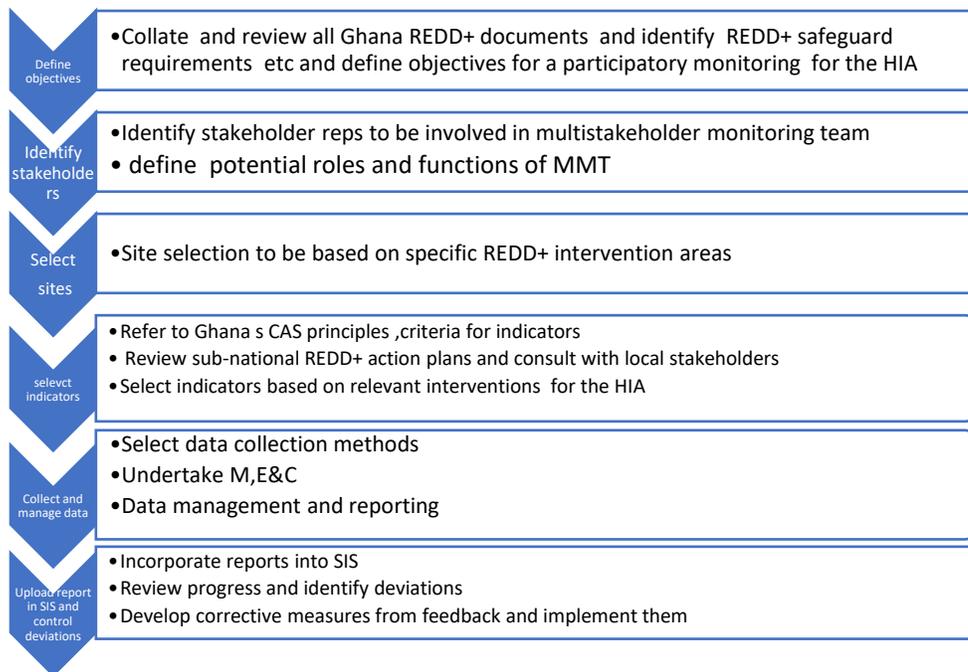


Figure 9: stages for the participatory monitoring of social and environmental safeguards

5.4.5 Operationalizing Safeguards Monitoring and Evaluation

Operationalizing Safeguards Monitoring and Evaluation involves the tracking and assessment of potential project risks identified at the initial project design stage to guide project implementation in order to ensure achieving project objectives. This process involves three main steps as follows:

1. Safeguards Screening
2. Development of Safeguards Action Plan
3. Safeguards Monitoring

5.4.5.3 Safeguards Monitoring

After REDD+ Project Safeguards Screening and Action Plan development, REDD+ Safeguards Monitoring process is undertaken during and after project implementation to provide information on the risk of specific project activities. This is done to ensure compliance with risk mitigation measures outlined in the SAP.

The Safeguards Monitoring Template requests for information on how safeguards have been respected and address in the project implementation. The information includes indicators for measuring safeguards compliance, means of verification and remarks.

Table 10: Safeguards Monitoring Template

Risk	Specific Project activity associated with the risk	Safeguards Element	Qualitative and Quantitative Indicators (adapted for project implementers from GH PCIs)	Institution	Progress towards meeting the indicator and/or results (should include baseline information, targets and achievements) <i>If applicable, please refer to information on progress made in implementing safeguards risk mitigation measures identified in steps 2.</i>	Means of Verifying information used (MoV)	Remarks/Comments
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5.5 LESSON 3: Procedures in forming Safeguards Teams

The District Safeguards Focal Persons are responsible for monitoring safeguards compliance at the landscape level and ensure that project activities conform to safeguards requirement. Safeguards teams are formed with membership from the government and Hotspot Intervention Area Management Board to support the activities of the district Safeguards Focal Person. This is done to receive feedback on project impacts and how activities respect and address safeguards ensure transparency and inclusivity in programme implementation.

This lesson gives the trainees the opportunity to learn about the composition of the safeguards team, their roles and their Terms of Reference (TOR).



Activity 3:

- PowerPoint presentation on membership of the SAFEGUARD TEAM and their roles, steps in formation of the team
- Discussion on the Terms of reference for the safeguard team

Box 18

5.5.1 Membership of safeguards team

Membership of the Safeguards Team consist of a representative from the relevant institutions, community and farmer groups namely:

- Forestry Commission (Safeguards Focal Person)
- Environmental Protection Agency (EPA),
- Ghana Cocoa Board,
- Ghana Police Service,
- Ghana Fire Service,
- Metropolitan, Municipal and District Assembly,
- Water Resources Commission,
- Three representatives from the Hotspot Management Board (HMB).

5.5.2 Roles of safeguards team

The team is to among others, monitor and report on REDD+ safeguards within the HIA. They are to collect data on safeguards implementation to be inputted into the SIS web platform by the Focal person for onward submission to the regional focal person. The safeguards team will complement the activities of the focal person.

5.5.3 Steps in forming safeguards teams

Below are some steps involved in setting up a safeguards team:

1. Identify relevant stakeholders/institutions in HIAs
2. Engage institutions on the REDD+ Programme on the need for setting up safeguards team
3. Request nominations from relevant institutions
4. Inaugurate the safeguards team preferably during Municipal/District Assembly meetings

5.5.4 Terms of reference for the safeguards team

The Safeguards Team will complement the activities of the District Safeguards Focal Person (DSFP) which includes the following:

- i. Support the DSFP to monitor safeguards activities in the Landscape.
- ii. Support the DSFP to ensure that all safeguards documents or materials required by participating CSOs/NGOs, local communities, farmers and plantation developers and other relevant stakeholders to ensure that safeguard issues are addressed are provided.
- iii. Collaborate with DSFP to ensure that safeguards are addressed and respected in all Emission Reduction Programmes (ERP).
- iv. Ensure that all relevant stakeholders in the districts/local communities understand their roles and carry out their activities effectively.
- v. Help the DSFP to compile and prepare safeguard reports or information in a format prescribed by the National Safeguards Focal Persons (NSFPs) and submit to the Regional Safeguards Focal Persons (RSFP) for review and feedback.

5.6 Accessing and Reporting Safeguards through the SIS Web Portal

During this lesson the Safeguards Information System (SIS) a web portal for collecting and providing information on how REDD+ safeguards are being addressed and respected throughout REDD+ implementation will be explained to participants.



Activity 4:

- **Presentation on reporting safeguards through the SIS web portal**
- **Practical session on SIS Portal**

Box 19

5.6.1 Accessing the SIS web portal

The REDD+ system can be accessed in two (2) different ways. They are

- The front-end: Where stakeholders can visit to know more about the REDD+ and its related Safeguards information
- Back – end: Where various actors of the SIS web portal take the necessary actions regarding the capturing, validating, verification and reporting of safeguards information

5.6.2 Accessing the front-end part of the sis web portal

- Connect your computer to any network with internet service.
- Launch any browser (Mozilla, Chrome, Explorer etc.) and enter the link **www.reddsis.fcghana.org** at the address bar and press the enter key to open the system as shown in figure 1.

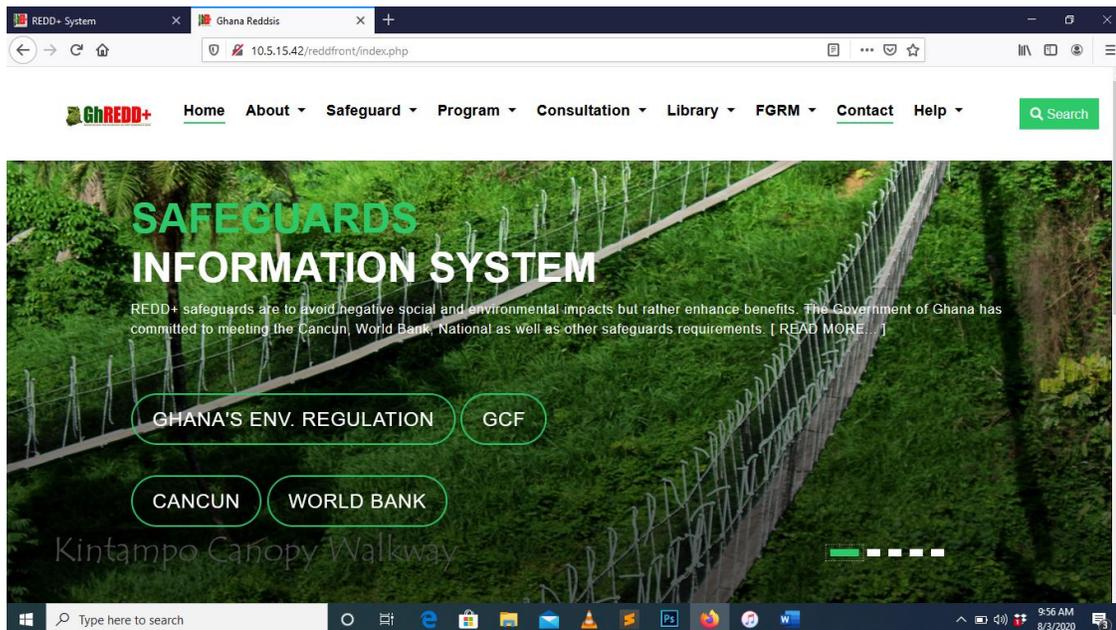


Figure 10: Front end of SIS web portal

5.6.3 Accessing the back-end part of the sis web portal

- Connect your computer to any network with internet service.
- Launch any browser (Mozilla, Chrome, Explorer etc.) and enter the link www.reddsis.fcghana.org at the address bar and press the enter key. The screen in figure 2 then shows up.

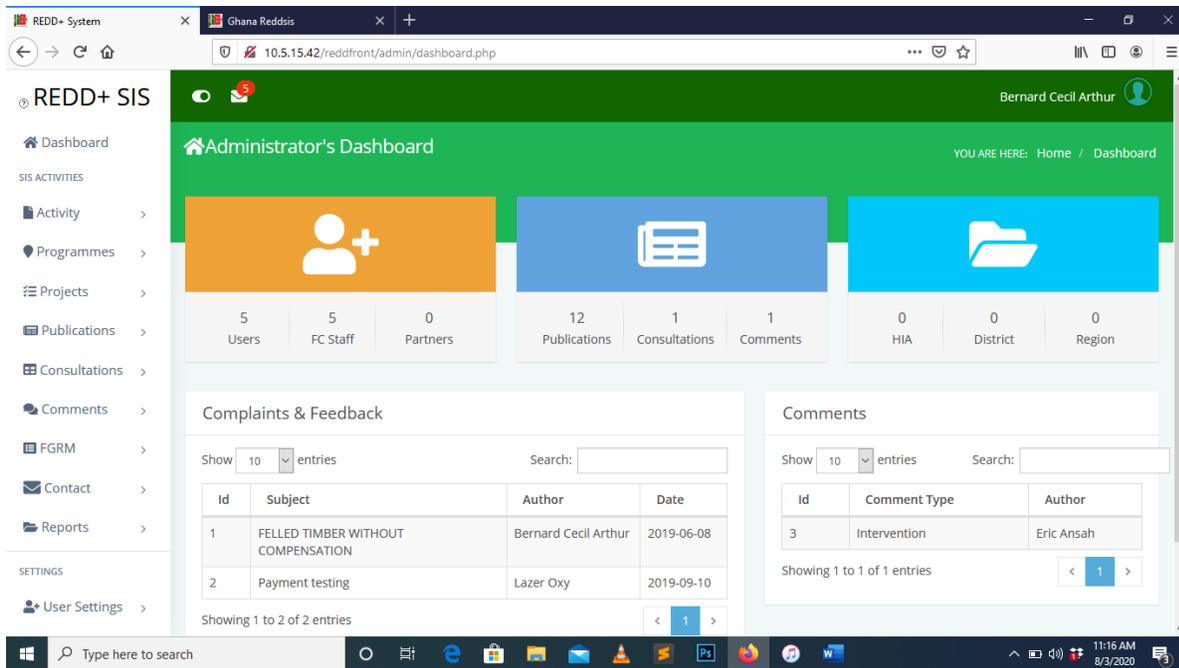


Figure 11: Back end of SIS web portal

UPLOADING OF PROGRAMME/PROJECT/ACTIVITIES INFORMATION

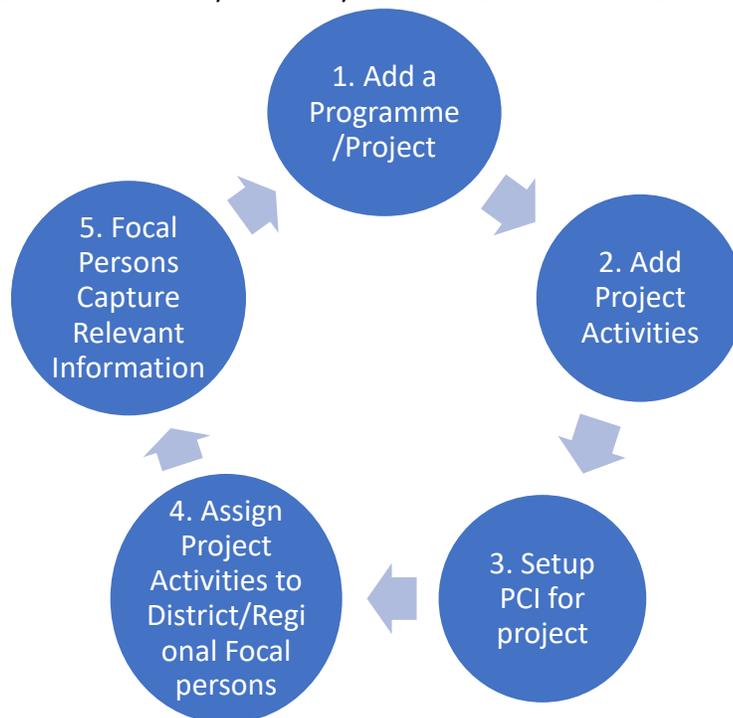


Figure 12: Uploading of programme/project/activities information

SUBMITTING A COMPLAINT (FGRM - ONLINE)



Figure 13: Submitting a complaint (fgrm - online)

UPLOAD A MANUAL FGRM

1. Scan the Manual Complaint Form
2. Fill a complaint and upload a scanned complaint form.

UPLOAD PUBLICATIONS/CONSULTATIONS

1. Submit and upload a publication/consultation
2. Save Publications/Consultation as Published/Draft

ANNEXES: GUIDES AND TEMPLATES FOR MODULES

Guide 2

Drivers of deforestation and what we can do to prevent them

Drivers of deforestation	Impacts		Activities women propose to overcome this driver
	Women	Men	
Uncontrolled agricultural expansion at the expense of forest			
Over-harvesting and illegal harvesting of wood (timber felling, firewood)			
Mining and mineral exploitation			
Population and development pressure			

Guide 3

Group 1

Complete table on time of year activity completed, and by women, men, or both; or children?

(Men: M; Women: W; Children: C; Permanent: P; Seasonal: S; Intensive: I)

Activity	Time of the year for doing the activity											
	J	F	M	A	M	J	J	A	S	O	N	D
Agriculture (annual crops)												
Soil preparation/clearing land												
Ridges and Planting												
Fertilizer application												
Harvesting												
Others (processing)												
Cocoa												
Planting												
Fertilizer application												
Diseases control												
Harvesting												

Processing																				
Selling																				
Fishing																				
Collecting fish																				
Selling fish																				
Other																				
Livestock (type)																				
Animal feed																				
Others																				
Forest																				
Collecting firewood (which tree species)																				
Collect timber and poles for construction (which species)																				
Produce charcoal (which species)																				
Collecting mushrooms																				
Collecting Grass																				
Medicinal plants (type and use)																				
Mining																				
Other																				

Group 2

1. What are the main crops grown by women and men and what are their main uses?

Crop	Women	Use	Men	Use

2. What are the main needs and interests of women and men in relation to the crops they grow?

Crop	Women's needs and interest	Men's needs and interest

Group 3

1. What types of trees do women and men use; do they own the trees they use?

Tree species		Used for: (e.g. food, medicine, sale, energy, building, etc.) Tree part used /processed: (twigs, branches, trunks, fruits, seed, leaves, bark, etc.)	
Common name	Scientific Name	Used for, and part	W/M/B own?

2. What type of NTFPs do women and men use; do they own the trees?

NTPF species		Used for: (e.g. food, medicine, sale, energy, building, etc.) Tree part used /processed: (twigs, branches, trunks, fruits, seed, leaves, bark, etc.)	
Common name	Scientific Name	Used for, and part	Women/Men/Both own?

Group 4

1. Of the trees women and men own, what benefits (monetary and otherwise) do they receive?

Trees species		Benefits: income (amount/year), medicine, food security, fodder, fencing, improved soil fertility, soil erosion control, rights to tree products, in kind, etc.).	
Common name	Scientific Name	Own by women	Own by men

2. What are the main need and interest of women and men in relation to the forests/trees?

Tree grown	Women's needs and interest	Men's needs and interest

Group 5

1. Which resources are available to men? Which resources are available to women?

Resources	Women	Men	Both
Bodies of water, estuaries, lagoons, rivers, mangroves, land, water, housing, small species, seeds, trees, forest			
Capital, credit, savings (e.g., in the event that credit facilities are available for the activities undertaken by men and women, do women have access to credit services?)			
Labour (women, men, youth, elderly)			
Production tools			
Infrastructure			
Permits and concessions			
Raw materials for work			
Transportation			
Time			
Technical assistance- agricultural extension			
Technology (improved varieties of seeds, fertilizer, practices)			
Cook stoves			
Training			

2. What are the main activities women and men do for their livelihoods in the community/landscape/area?

Activity	Women	Men	Both of them
Farming (which crops)			
irrigated agriculture (which crops)			
Business (what type)			
Fisherman			
Firewood collection for sale			
Employment (forced labour)			
Livestock keeping			
Selling (which type of products, any products from the forest)			
Weaving baskets			
Brick making			
Bee keeping			
Processing			

Guide 4

Identify entry points or activities for these 5 strategic actions (separate table sheet)

Main strategic action of ERPD	Gender consideration	Indicator for the main strategic action
1. Institutional Coordination & MRV		
2. Landscape planning in HIA areas- Standard		
3. Implementing CSC to increase yields		
4. Risk management and finance		
5. Legislative and policy reforms		

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GLOSSARY

Gender: Refers to socially ascribed roles, responsibilities and opportunities associated with women and men, as well as the hidden power structures that govern relationships between them.

Gender Equality: A concept that all human beings, both men and women, are free to develop their personal abilities and make choices without the limitations set by stereotypes, rigid gender roles, or prejudices.

Gender Equity: Fairness of treatment for women and men, according to their respective needs. This may include equal treatment or treatment that is different but considered equivalent in terms of rights, benefits, obligations and opportunities.

Gender-responsive: Identifying, reflecting, and implementing needed interventions to address gender gaps and overcome historical gender biases in policies and interventions.

Gender-sensitive: Understanding and taking into consideration socio-cultural factors underlying sex-based discrimination. It means taking into account the impact of policies, projects and programmes on men, women, boys and girls and trying to mitigate the negative consequences thereof. In application, gender sensitive has come to mean 'do no harm'.

Gender mainstreaming: Process of assessing the implications for women and men of any planned action, including legislation, policies or programmes, in all areas and at all levels

Sex: Universal biological characteristics that differentiate males and females according to biology and reproductive characteristics. (WHO Gender Policy, 2002)