

Terms of Reference

Conduct Training of trainers (ToT) in (i) Reduced Impact Logging (RIL) and Labor Safety (“from Planning to Execution”), and (ii) Silvicultural Treatments of Plantations which are Foreseen for Extended Rotation Periods and for the Production of Sawn Timber For the Project: “Contribution to Close-to Nature Private (Small Scale) Forest Management and Support FLEGT/VPA Process in Vietnam“ - (W-VNM – 01)

1 Background and Context

BMEL recognizes the importance of small-scale forest management with regard to the improvement of living conditions, alimentation and income situation of the rural population and promotes this through international projects. In 2015, the project „contributions to close-to-nature private small-scale forest management and support to the FLEGT process in Vietnam“ was conceptualized. A consortium consisting of WWF (Germany and Vietnam, Thüünen Institute und HessenForst was entrusted with the implementation. The project was finally approved by MARD in June 2017. The Vietnamese Academy of Forest Sciences (VAFS) is designated to be the implementing Vietnamese counterpart organization.

Component 1 of the Project has the objective to further develop small-scale plantations –which have been established by KfW among others- into mixed forest under sustainable forest management regimes. The development of extension services through Forest Owners Associations is an integral part of this component and includes the promotion of market access, among others through certification according to internationally recognized sustainability standards

In Component 1 of the Project the following results shall be achieved:

Result 1: Local communities benefit from improved ecological forest functions and improved timber sale opportunities.

Result 2: Private user groups have access to technical and organizational advice by a forest owner association.

Result 3: Forest owners’ associations with sustainable financing are established or ready for (formal) establishment.

Result 4: The area of certified plantations is increased and the certification leads to contacts with national and international clients.

Important activities of the project are:

1. Development of sustainable forest management plans of (small-scale) forest owners’ groups,
2. Preparing certification,
3. Adaptation/development of (existing) concepts (e.g. of GIZ, WWF, KfW...) for sustainable forest management, certification and foundation of forest user groups (Handbooks and Training materials),

4. Training of members of the forest owners' associations and household groups in administration, bookkeeping, financial management as well as timber harvest and marketing,
5. Advice for the development of association statutes,
6. Advice for and preparation of financing sustainable mechanisms.

Since several years already, WWF Vietnam with financial support from IKEA implements a project which has the objective to increase the availability of certified timber and to fight (illegal) deforestation. Producer groups in 70 villages receive training for the management personnel, forest workers, timber traders and processing companies. Information campaigns shall create awareness and transmit knowledge on sustainable forest management. Component 1 of the BMEL financed takes up this approach and cooperates with the WWF/IKEA Project.

2 Goals of the Mission

Goals of the mission are:

- a) Training of trainers (ToT) in Reduced Impact Logging (RIL) and labor safety ("from planning to execution")
- b) Training of trainers (ToT) in Silvicultural Treatments of plantations which are foreseen for extended rotation periods and for the production of sawn timber

At the end of the mission, the trained trainers have extended knowledge in timber harvest and silvicultural treatments of plantations in transition to single tree harvest of permanent mixed stands for sawn timber production according to the standards of internationally recognized sustainable forest management schemes (FSC and PEFC). The knowledge transmitted includes silvicultural assessments of the need and consequences of harvest measures. Moreover, trainers will be able to transmit their knowledge to the members of the associations.

3 Activities of the Experts

The activities for the mission include the followings:

- Assessment of the knowledge level of the trainers proposed by the project counterparts, provincial forest owners' associations regarding silviculture, timber harvest and labor safety
- Development of a training schedule according to the standards of FSC and/or PEFC
- Preparation of simple training materials (handouts) for chain saw maintenance, felling techniques and labor safety
- Conduct training
- Conducting practical exercises in planning of stand treatments, felling, chain saw maintenance
- Assessment of the trainings and recommendations for further measures

The activities require close coordination with VAFS, forest owners' associations, and WWF/SBARP.

4 Products of the Expert Mission

- Analysis of knowledge level of the forest owner associations' trainers
- Training plan
- Training materials available for future training
- Training report with recommendations

5. Qualification and Experience

The expert mission is based on long-years' experience in extension and advice of small-scale forest owner associations (management planning, management, marketing, financial management) and knowledge of procedures and requirements of FSC group certification. The international and national experts will have the following essential and desirable qualifications and experience:

Essential

- Master's degree in Forestry (preferable), Natural Resource Management or related areas (PhD Qualification desirable).
- Minimum 10 years working experience on SFM and forest certifications according to international standards.
- Good experience in training need assessment
- Good experience in providing ToT on forest related topics
- Demonstrate strong experience in applying participatory tools and methodologies in capacity building or training programs.
- Good experience in facilitation and organization of trainings, meetings/workshops
- Familiar with national IEA regulations and forest/forestry legal documents on civilculture, harvest, etc.
- Well understand and application of FSC standards and requirements
- Knowledge of and competency in working in teams, reporting, documentation and record keeping.
- Output and outcome oriented.
- Ability to plan and facilitate meetings/workshops.
- Proven ability to write in a clear and concise manner and to communicate effectively orally.
- Good written and verbal Vietnamese and English.

Desirable

- Experience in forest education and training, as well forest extension services
- Experience in working with local communities, small holder groups of forest plantation and management.
- Experience in working with government agencies.

- Good communication and interaction skills
- Experiences in working with international and national NGOs.

6 Timeframe

- The mission is planned for 16 – 30 September 2017.
 - The mission report is due by 20 October 2017.
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