MIKE WORK PLAN
October 2001 – March 2002
1st Reporting Period
2nd Quarter Progress Report

0 – 6 months (1st reporting period) i.e. October 2001 – March 2002

Activity	Scheduled Completion	Verification	Risks/remarks
1. Establishment of MIKE CCU:			
1.1 Appointment of Director	September 2001	Officer in post	Appointment under way
1.2 CCU office established in Nairobi	Room Established already	Physical location	
1.3 Appointment of other staff	October 2001	Officers in post	
1.4 Communication systems installed	October 2001	Telephone/emails working	Satellite system essential
1.5 TAG fully operational	October 2001	Actively reviewing protocols etc	Tag members already in place
Progress: This activity is nearing completion with only the appointment of other staff needing to be finalised. The Financial Manager designate has a contract for signing and should be in post with effect from 01 May 2002. The Data Management Officer is under consideration, but it was likely that data management support would require a team effort over the next 12 months and this was also under active consideration by the Director and the appointment of the DMO would be tied in to this process.			

Activity	Scheduled Completion	Verification	Risks/remarks
2. Setting up in Range States:			
2.1 Initial implementation meetings held	July 2001 for 01/10/01 start	Meeting reports	
2.2 Sites agreed	July 2001 for 01/10/01 start	List of sites per country	Includes voluntary sites
2.3 Local contributions agreed	November 2001	List provided	
2.4 Country programmes agreed	November 2001	Work plans provided	
2.5 Communication systems improved	November 2001	Telephone/emails working	
Progress: This activity is also nearing completion. The country programmes are in the process of being finalised and got under way in all Sub-regions. This will then allow the local contributions to be finalised in terms of their financial value Improving communications in some countries is still problematic, and is likely to be an ongoing process			

3. Establishment of Sub-Regional Support Officers:			
3.1 Appointment of SSOs	October/November 2001	Officers in post	Suitable candidates available
3.2 SSU offices established	October/November 2001	Physical location	
3.3 Appointment of other staff	October/November 2001	Officers in post	
3.4 Communication systems installed	November 2001	Telephone/emails working	

Progress:
This activity has been completed except in regard to 3.3 - the appointment of other staff. This has not been pushed in order to give time to see more clearly what is actually required and this is likely to vary between the Sub-regions. The interim arrangement has been to use a contracted time approach with IUCN regional support staff or independent specialists

4. Establishment of MIKE in Range States			
4.1 Steering Committees established	July 2001	Members nominated	Underway
4.2 National Officers established	July/November 2001	Officers in post	Underway
4.3 Site officers established	October/November 2001	Officers in post	Underway
4.4 Site teams established	October/November 2001	Teams in place	Underway

Progress:
This activity is almost completed, with the SSOs now working on bringing the site teams into the process, though Central Africa is some 2 months behind the other regions, due to the SSO not being positioned until the beginning of February

5. Establishment of Protocols and Analysis Systems:			
5.1 Feedback from C.A. Pilot	July 2001	Reports from pilot	
5.2 Protocols harmonised	October 2001	Protocol forms available	Savanna and forest protocols
5.3 Cybertracker assessed and approved	October 2001 onwards	TAG approval	Period required unknown as yet
5.4 Cybertracker integrated in field work	Upon approval	Cybertrackers purchased	
5.5 Analysis expert contracted	October 2001	In place	
5.6 Analysis system developed	October/November 2001	Recommended system provided	SASR Data already available
5.7 Feedback to Protocols provided	October 01 – March 02	TAG reports	
5.8 Analysis system positioned	November 2001		

Progress:
The production of harmonised forms has been achieved, but the recent feedback in the 2 Sub-regions containing range states with existing systems, indicated that the Ground Patrol Form still needed further effort to get good harmonisation in those specific countries. It has been agreed by those range states however that the important principle is that the data collected must be uniform. If the harmonisation process takes longer than anticipated, then there could be a knock on effect on the data analysis. It is therefore important to get this LEM harmonisation finalised over the next couple of months.

There is a strong possibility that an EC project specifically supporting R & D on the cybertracker, will assist this particular activity but project details and EC confirmation are awaited, especially as to when this support may become available.

Work on developing the data analysis system was fully under way and is still on course to be presented to the next TAG meeting in May 2002.

6. Capacity Building:			
6.1 Sub-regional training – site delivery	November/December 2001	Workshop report	
6.2 Sub-regional training – inf. delivery	December 01/January 02	Workshop report	
6.3 National training – site delivery	November 01 – March 02	SSO site visit reports	Lack of transport
6.4 National training – inf. Delivery	November 01 – March 02	SSO site visit reports	
6.5 Support consultants made available	October 01 – March 02	Consultant reports	
6.6 Equipment procured and delivered	November 2001	Equipment in place	Procurement bureaucracy delay

Progress:

The first round of Sub-regional LEM training will be completed by 17th May 2002. Further training provided by the SSOs carrying out site visits is an immediate priority following the regional workshops, and this should be undertaken within 2 months of the workshops. This latter part is underway in 3 Sub-regions but is running 2 months later in Central Africa.

Careful consideration of providing the training has led to a process whereby the priority has been to get the LEM underway, followed fairly soon by the data management training. The population survey training will then take place as the final stage over a longer time frame, but this will not delay the population survey programme, which will initially rely on greater external support.

Procurement of the GPSs is almost complete. Providing GPSs for the forest sites has been held back, since the production of the recommended Garmin 12 series has now being stopped and replaced by the Garmin eTrex series. A forest trial has been initiated and the eTrex with no external antenna has outperforming the Garmin 12 model. Procurement will therefore be completed on this basis.

A contract has been drafted and hopefully will be signed within the next two weeks for engaging a specialist to assist with the computer procurement in the USA. The target is to try to deliver the computers to each site by end of June, so that the data management training can then get under way with regional workshops followed by site visits from the data management support team staff

Discussions with ESRI re Arcview (the GIS software) are being followed up with a site visit to ESRI in early May.

7. Surveys:			
7.1 Sites confirmed	July 2001	Sites located on maps	Underway
7.2 Equipment procured and delivered	November 2001		Procurement bureaucracy delay
7.3 Adequate maps produced	November 2001	Maps available	Lack of data
7.4 Law enforcement patrols started	November 2001	Site reports	
7.5 Law enforcement patrols continued	December 01 – March 02	Monthly reports	
7.6 Existing population information collated	December 01	Population reports	Lack of data
7.7 Aerial surveys planned	December 01 – March 02		

Progress:

The sites have been confirmed though , following the TAG meeting, some forest site boundaries in Central Africa are in the process of being refined For equipment procurement see report under activity 6.

An update on the adequacy or otherwise of digitised maps for each site is being obtained from the SSOs, as such maps are critical for the data analysis.   DR Congo, with possibly the biggest problem in lack of maps is underway in producing them through WCS/UNESCO support.

The LEM patrols should be fully producing data in 3 Sub-regions by the end of June. Central Africa will be running some 2 months behind that schedule

The population survey programme is underway and it is anticipated that every site will have a population figure within the next 18 months. In then meantime, by the end of June, some 6 savanna sites in East Africa (Rwanda, Kenya and Uganda) and 2 in West Africa (Ghana and Mali) will have been achieved. The remaining savanna sites in West Africa will be scheduled for next February/March. Updates for Southern Africa and Tanzania will be provided in the next quarter progress report. The forest population survey programme is currently being planned and will be available for reporting against during the next quarter. Guidelines for maintaining Survey standards are in draft form for the savanna aerial methods and are in the process of being prepared for the forest ground methods

8. Information:			
8.1 Information IT systems in place	November 2001	Hardware and software in situ	
8.2 Site and monthly reports started	November 2001	Reports	
8.3 Site and monthly reports continued	December 01 – March 02	Reports	
8.4 Analysis system harmonised	November 2001	Statistician and TAG report	
8.5 National collation started/continued	November 01 – March 02	Information available	
8.6 Sub-regional collation started/continued	November 01 – March 02	Information available	
8.7 Continental collation started/continued	January 02 – March 02	Information available	

Progress:

Progress in regard to this activity is linked to the reports provided under activities 5,6 and 7. It is worth emphasising the importance of the computer systems being in place so that a major thrust on training could then take place. Equally important will be having the data analysis system in place by June as well. A more detailed progress report will become possible from the next quarter on

9. Implementation monitoring:			
9.1 Steering Group meeting	February 2002	Meeting minutes	
9.2 SSU site visits	October 01 – March 02	Visit reports	
9.3 SSU reports to Director	November 01 – March 02	Quarterly summaries	
9.3 Director sub-regional visits	October 01 – March 02	Visit reports	
9.5 Director reports to Secretariat	October 01 – March 02	Quarterly summaries	

Progress:

The Sub-regional Steering Group meetings still had to be scheduled, but given that a CoP was scheduled for November this year, there is merit in using scarce funds by having all four Sub-regional groups come together in September to consider the draft CoP Progress report. This idea was supported by the MIKE Sub-group in the teleconference of 28th march 2002.

The other monitoring activities are now under way.

10. Matching funds:			
10.1 Procuring support funds	October 01 – January 02	Donor funds available	Primarily Director responsibility

Progress:

The EC had approved the expenditure of US$3,108,329 under the agreement with the CITES Secretariat, but the EC was only providing 67% of that expenditure (i.e. US$ 2,064,547).

To date it can be confirmed that US$ 947,949 had been obtained from Belgium, Japan, the CEPF fund administered by CI, and the "Beeswax" Fund. This leaves a shortfall of US$ 95,833.

However a commitment of US$ 29,000 (Euro 35,000) from GTZ for D.R. Congo MIKE implementation has just been finalised. In addition there will be funds forthcoming from WWF-Int. (Elephant programme), WCS (MIKE support, especially Central Africa), GTZ (Rwanda) and USFWS (African Elephant Conservation Fund). Requests have also been made to Japan (US$ 150,000) and UK (US$ 84,000) for further funds. Lastly no financial figure has been finalised as yet for the local contributions provided by the Range States themselves.

It is felt therefore that the matching fund requirement is on course to being fully met, and even exceeded.

11. Formal Reporting:			
11.1 SSU 6 month report to Director	End March 2002		
11.2 Director 6 month report to Secretariat	End March 2002		
11.3 Secretariat 6 month report to MIKE	End March 2002		
Sub-group and Standing Committee	End March 2002		
11.4 Secretariat report to EC	End March 2002		

Progress:

This activity is under way.

:

Signed:

5