

COMPLETION REPORT

Asian Workshop of the ITTO-CITES Project on Ensuring International Trade in CITES-listed Timber Species is Consistent with their Sustainable Management and Conservation: *Gonystylus* spp. (Ramin)

1-2 July 2009
Bogor, Indonesia

ITTO-CITES PROJECT INDONESIA'S WORK PROGRAMME FOR 2008 ON

ENSURING INTERNATIONAL TRADE IN CITES-LISTED TIMBER SPECIES IS
CONSISTENT WITH THEIR SUSTAINABLE MANAGEMENT AND CONSERVATION



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THEMATIC PROGRAM ON ITTO-CITES

ENSURING INTERNATIONAL TRADE IN CITES-LISTED TIMBER SPECIES IS
CONSISTENT WITH THEIR SUSTAINABLE MANAGEMENT AND CONSERVATION

STARTING DATE

June 2009

DURATION OF THE ACTIVITY

4 months

ACTIVITY COST (US\$)

ITTO	US \$ 21,110
Total	US \$ 21,110

ACTIVITY COMPLETION REPORT

ACTIVITY TECHNICAL AND SCIENTIFIC STAFF

Activity Coordination Team

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Bogor, 17 December 2010

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EXECUTIVE SUMMARY

Ramin, a commercial name of *Gonystylus* spp., consists of 30 species or more depending on their taxonomic interpretation. Some of the species are under the status of “vulnerable” and even facing a high risk of extinction in the wild in the medium-term future. Various efforts to prevent further population depletion and degradation of the habitat have been carried out, through various means, such as internal regulation and international cooperation. ITTO-CITES Project on *the ensuring CITES-timber listed species is consistent with their sustainable management and conservation* is one of the International commitments to assist range countries in the achievement of sustainable management and conservation of these species. Under this project a regional workshop, Asian Workshop, was held in Bogor, 1-2 July 2009. The objectives of the workshop are:

- (1) To introduce current ITTO-CITES programme for implementing CITES listing of tropical timber species, specific to ramin (*Gonystylus* spp.). This ITTO-CITES project has been officially started in this region in 2008 and several activities are being implemented by Indonesia and Malaysia.
- (2) To assess and evaluate the progress achieved for each activity in both Indonesia and Malaysia and to ensure effective implementation of the findings.
- (3) To review on the progress and actions taken to implement the recommendation of the previous ITTO Expert Meeting on the Effective Implementation of the Inclusion of ramin (*Gonystylus* spp.) in Appendix II of CITES, held in Kuala Lumpur, 2006.
- (4) To develop priorities and a regional strategic approach for improving the implementation of the CITES-listed *Gonystylus* species.

The outputs of the workshop have been achieved in obtaining necessary information on the current status of sustainable management and conservation of ramin through direct communication with range states, importing countries, CITES-management authorities, CITES-Scientific authorities, trades, forestry association and NGO. Status of progress of activities being carried out by Indonesia and Malaysia and some issues for future discussion have also been delivered. One of the deliverables from this workshop is a report containing views of various stakeholders, identified issues, analyses and recommendation.

In addition to the above mentioned outputs, a regional strategy and action planning for sustainable management and conservation of ramin has also been discussed for further action.

This workshop were participated by various stakeholders(e.g. CITES-Management and Scientific Authorities, Government Institution, Association, NGO) from Indonesia, Malaysia, ITTO representative and CITES Secretariat, with the total of 38 participants.



1. INTRODUCTION

Ramin, a commercial name of *Gonystylus* spp., distributes naturally in South East Asia and some species distributes in Solomon and Fiji. The number of species within the genus remains unclear, however, it has been predicted to be 30 species or more depending on their taxonomic interpretation. Some of *Gonystylus* spp. are woody plant and others are small tree and shrubs.

Among the woody species, only *Gonystylus bancanus* has been commercially harvested and traded. Other species may have been harvested and traded as member of mixed light hardwood (MLH).

The harvest of ramin, especially *G. bancanus*, has been started since early 1970's along the harvest of tropical forest in this region and the species is still being harvested until today. The harvest methods currently used, as well as for other PSF species have made their population decrease, depletion and even threat to extinction. This includes *Gonystylus* spp.

According to the assessment by World Conservation and Monitoring Center (WCMC) using 1994 IUCN Red list categories and criteria (Version 2.3), 15 species of *Gonystylus* are at the status of "vulnerable" and facing a high risk of extinction in the wild in the medium-term future (Oldfield *et al* 1998, Keong, 2005; Aminah *et al* 2006). Results of recent studies and observation, especially for *G. bancanus*, have confirmed the concern, especially in some geographical areas in Indonesia. Various efforts to prevent further population depletion have been carried out through various means, such as regulation in its international trade, regional cooperation and national initiatives. ITTO-CITES Project on *the ensuring CITES-timber listed species is consistent with their sustainable management and conservation* is one of the International commitments to assist range countries to achieve the SFM and conservation of ramin.

2. OBJECTIVES

The main objectives of the workshop are:

- (1) To introduce current ITTO-CITES programme for implementing CITES listing of tropical timber species, specific to ramin (*Gonystylus* spp.). This ITTO-CITES project has been officially started in this region in 2008 and several activities are being implemented by Indonesia and Malaysia.
- (2) To assess and evaluate the progress achieved for each activity in both Indonesia and Malaysia and to ensure effective implementation of the findings.
- (3) To review on the progress and actions taken to implement the recommendation of the previous ITTO Expert Meeting on the Effective Implementation of the Inclusion of ramin (*Gonystylus* spp.) in Appendix II of CITES, held in Kuala Lumpur, 2006.
- (4) To develop priorities and a regional strategic approach for improving the implementation of the CITES-listed *Gonystylus* species.

3. OUTPUTS ACHIEVED

This Asian Workshop has been achieved in the obtaining information on the current status of sustainable management and conservation of ramin through direct communication with range states, importing countries, CITES-Management Authorities, CITES-Scientific Authorities, trades, forestry association and NGO. It is also expected to obtain positive perception on the inclusion of timber species into CITES appendix and the achievement made from the previous ITTO Expert meeting. One of the deliverables from this workshop is a report containing views of various stakeholders, identified issues, analyses and recommendation.

In addition to the above mentioned outputs, a brief regional strategy and action planning for sustainable management and conservation of ramin has been also delivered. This issue might be further detailed discussed in the next event or workshop organized to enhance the SFM and conservation of ramin in the range states.

4. PARTICIPATIONS

This workshop has been designed to have participation from producing-importing countries of ramin, CITES-Management and Scientific Authority, trade community, forestry association and local and international NGO. Members of Tri-National Task Force on trade on ramin (Indonesia, Malaysia and Singapore), which is also representing producing and importing countries have been put as the major states to participate in this workshop in addition to China as other major importing country other than Japan, US and Canada. Embassies of the United States of America, Singapore, China, Norway and New Zealand have also been invited to send their representative to come. However, due to some reason, there were no participants from Singapore, China, US, Norway and New Zealand attending this Asian workshop. Total participants attending this workshop were 38, consisting of domestic and overseas participants. Detail Agenda and List of Participants are shown in **Annexes 1 and 2**.

5. REGIONAL PRIORITY AND ACTION PLAN FOR RAMIN

Effort toward the implementation of SFM and conservation by both range states, Indonesia and Malaysia, has been made. However, regional and action plan might be still possible to be further discussed. Each working group has raised the action plan and regional cooperation to enhance the achievement of CITES listing and the conservation of species. CITES secretariat has also elaborated the relevance of regional cooperation and action plan to the achievement of the objectives of the listing. As reference, Latin America has established the regional priority and action plan for SFM big leaf mahogany (*S macrophylla*).

In relation to the importance of the regional priority and action plan for ramin, Malaysian delegation has delivered their view that such regional cooperation may not be an urgent issue at the moment, since the forum on ramin has been established, especially on trade “Tri National Task Force on trade on Ramin”. In addition, ASEAN-Wildlife Enforcement Network (ASEAN-WEN) could also function as important forum to share and exchange of experience in the management and conservation of wildlife species including ramin. However, the conclusion and recommendation of previous *ITTO Expert meeting in Kuala Lumpur, 2006*, as listed below, remain valid for further action by range states and importing countries as in addition to those identified during this workshop.

6. ISSUES, RECOMMENDATION AND STRATEGY

Three Working Groups (WG) below were formed in the workshop based on the issues raised from the previous ITTO Expert Meeting in 2006. The discussion within the WG is based on a participatory approach with free and non-binding exchanges of views of all members, some background information and documents (papers and presentation materials) were provided including resource persons. Resource persons of working group provided inputs in a view of enhancing the discussion and of reaching conclusion on elements that appear to be of relevance for recommendation, as well as, for strategic and action planning. The WG made conclusion and agreement on certain issues that need to be explored or covered at national and regional level.

Based on the observation and consensus of the WG, the analyses of issues raised, recommendation, and strategy and action plan were composed and presented in the plenary session to obtain views, comments from the rest of workshop participants. The objective of making recommendations is to encourage and facilitate operational steps of range states and importing countries to promote sustainable management and conservation of ramin.

In addition to the materials presented in the workshop, a power presentation entitled “Capacity building for meeting the requirement of the inclusion of ramin in Appendix II of CITES, by the Agri-Food and Veterinary Authority of Singapore was circulated and used in the workshop and in

Working Group session, even though there was no delegation from Singapore attending this workshop.

The issues, recommendation and strategy and action plan delivered by each working group are as shown below.

Ecological and management status of ramin (Working Group 1)

A. Issues

- (1) Regeneration of ramin in production forest area is poor.
- (2) There is no large scale ramin plantation in Malaysia and Indonesia. Large scale plantation is not viable due to some reasons: slow growth, irregular mass fruiting season (3-5 years), not yet successful propagation from tissue culture. Vegetative propagation with shoot cuttings is possible but difficult to get sufficient planting stocks for economic purpose. Genetically, ramin produces limited shoot as source of cuttings.
- (3) Private sector in Indonesia (Riau) has started ramin rehabilitation using mixed species for conservation purpose.
- (4) There are systems to inventory and to quantify *G. bancanus* to be harvested, but not at FMU level.
- (5) Require inventory of *Gonystylus* at species level, especially for commercial ramin species.
- (6) There is specific diameter cutting limit for *G. bancanus* but no specific cutting limit for harvesting of other commercial *Gonystylus* species.
- (7) Further researches on the silvicultural systems (restoration, natural regeneration, and tree dynamics) of *G. bancanus* are required.
- (8) Further researches on biological and ecological on non - *G. bancanus* species are required.
- (9) Harvesting of peat swamp forest using RIL system is environmentally acceptable and canals are not recommended for logs transportation.
- (10) There is still lack of information on population, distribution, stocking of ramin resource and therefore need specific inventory of ramin.
- (11) Establish a standard methodology for the formulation of NDFs for ramin based on the outcome of the International Expert Workshop on CITES Non-Detriment Findings, in Cancun, Mexico.
- (12) Better protection and conservation of pre-dominantly *G. bancanus* forests, e.g. from forest fire, illegal encroachment and biodiversity loss, through effective implementation of forest management plan.

B. Recommendations

- (1) Establish a standard methodology for the formulation of NDFs for ramin based on the outcome of the International Expert Workshop on CITES Non-Detriment findings, in Cancun, Mexico.
- (2) Conduct regional workshop and training for facilitating the implementation of Non-detrimental finding (NDF) and SFM on ramin.

- (3) Enhance rehabilitation of logged over peat swamp forests, e.g. blocking of the existing canal, enrichment planting and protection from forest fire.
- (4) Better control for harvesting of predominantly ramin forest and enhance enrichment planting program on logged over area.
- (5) Undertake inventory to quantify *G. bancanus* to be harvested at FMU level.
- (6) Undertake inventory of all commercial *Gonystylus* at species level.
- (7) Develop specific cutting limits for harvesting of other commercial *Gonystylus* species, besides *G. bancanus*.
- (8) Ensure sufficient planting material for forest rehabilitation program through establishment of seed production area (SPA), clonal orchard, tissue culture techniques, wildings, etc.
- (9) Provide incentive for private sector to undertake forest rehabilitation of ramin mixed with other species for conservation purpose.
- (10) Undertake further research on the silvicultural systems (restoration, natural regeneration, and tree dynamics) of *G. bancanus*.
- (11) Undertake further research on biological and ecological on non - *G. bancanus* species.
- (12) Enhance the protection and conservation of *G. bancanus* forests, e.g. from forest fire, illegal encroachment and biodiversity loss, through effective implementation of forest management plan.
- (13) Enhance networking of scientific authorities and forest managers in the region, especially between Indonesia and Malaysia on aspect of ecology and management of ramin.
- (14) Develop tracking system and data base for *G. bancanus* and other commercial *Gonystylus* species by using DNA technology.

C. Strategy and action plan (priority based)

- (1) Establish a standard methodology for the formulation of NDFs for ramin based on the outcome of the International Expert Workshop on CITES Non-Detriment Findings, in Cancun, Mexico; and conduct regional workshop and training for facilitating the implementation of NDF, including SFM on ramin.
- (2) Develop specific management and rehabilitation plan for predominantly ramin forests, including specific cutting limits for harvesting of other commercial *Gonystylus* species, besides *G. bancanus*.
- (3) Effective implementation of forest management plan for the protection and conservation of *G. bancanus* forests, e.g. from forest fire, illegal encroachment and biodiversity loss.
- (4) Establish adequate seed production area (SPA) and clonal orchards.
- (5) Apply appropriate inventory systems for *G. bancanus* to be harvested at FMU level, and all commercial *Gonystylus* at species level.
- (6) Enhance networking of scientific authorities and forest managers in the region, especially between Indonesia and Malaysia on aspect of ecology and management of ramin.
- (7) Undertake further research on the silvicultural systems (restoration, natural regeneration, and tree dynamics) of *G. bancanus*, and on the biological and ecological of non *G. bancanus* species.

- (8) Develop data base using DNA technology for verification of origin of *G. bancanus* and other commercial *Gonystylus* species.

Market and international trade in ramin (Working Group 2):

A. Issues

- (1) The determination of how the export quota is linked to the yield rate, conversion factor and domestic use.
- (2) Lack of forum to discuss on international timber trade issues between producer and consumer country including re-exporting country.
- (3) Need to improve linkages between Management Authority of producing and consuming countries.
- (4) Lack of assurance of origin of the timber.
- (5) Lack of understanding of ramin market.

B. Recommendations

- (1) Comprehensive study on the criteria to use and the proportion for domestic use.
- (2) Create forum to discuss on custom trade data, exchange information, etc including the use of electronic permit system.
- (3) Create a web-based network amongst enforcement authorities.
- (4) Information on CITES permits to be made available on the MA and SA websites for easy online checking by MA and custom in importing countries.
- (5) Use of electronic tracking device including bar code label, RFID and DNA tracking.
- (6) Make assessment on economic and financial aspects of ramin market.

C. Strategy and Action Plan

- (1) Progressively improve on NDF methodology with the view towards SFM (National & Regional).
- (2) Facilitate more open access to trade statistics through better networking and collaboration with existing international cooperation framework (Regional & International).
- (3) Create a link between producing and consuming countries to enable validation of authenticity of the permits issued (Regional & International).
- (4) Improvement of the monitoring system from forest gate-mill-export point (National).
- (5) Establish link on the market demand with incentives for SFM (Regional & International).

Capacity building for meeting the requirements of the inclusion of ramin in Appendix II of CITES on ramin (Working Group 3)

A. Issues

- (1) Lack of skill in identification of wood species (*Gonystylus* species).
- (2) Inadequate of data and information sharing and exchange (statistic, distribution, trade, enforcement, silviculture, etc) among agencies.
- (3) Lack of coordination to translate policy into action.
- (4) Lack of awareness on the inclusion of ramin in Appendix II of CITES.
- (5) Difficulty in understanding legal and technical document of CITES.
- (6) Lack of new toolkit for identification technique for ramin based products.
- (7) Inadequate training modul, material and technique for training on ramin related to CITES requirement.
- (8) Insufficient direct regional communication and intelligent information sharing.
- (9) Lack of knowledge and methodology of resource inventory.

B. Recommendations

- (1) Continue conducting training and providing identification manuals (especially for ramin) in various national languages for customs and enforcement officers.
- (2) Promote sharing and exchange of data and information (statistic, distribution, trade, enforcement, silviculture, etc) among agencies.
- (3) Strengthen and coordinate ability to translate policy into action including cultivating the political will to act and considering mechanism for transparency and verification.
- (4) Undertake awareness raising program on the inclusion of ramin in Appendix II of CITES trough media.
- (5) Translate, disseminate and adapt, as appropriate, legal and technical documents of CITES related to ramin species.
- (6) Develop toolkit for identification technique for ramin based products.
- (7) Formulate or develop new training modules, material and technique for training on ramin related to CITES requirement.
- (8) Enhance direct regional communication and intelligent information sharing.
- (9) Conduct training, to increase knowledge and methodology of resource inventory for MA officers and concessionaires.
- (10) Enforcement by range states through internal coordination among agencies the CITES provisions

C. Strategy and action planning (at national and regional level)

- (1) Bring the issues on coordination and information sharing and its recommendations to **Tri-National Task Force on Trade on Ramin** meeting.
- (2) Undertake consultation with potential donors and importing-re-exporting countries to support regional training program.

- (3) Continue collaboration with ITTO and CITES Secretariat to assist member states in implementing CITES requirement.

Total amount of expenditures and analysis

From the ITTO contribution of US\$ 21,110.00 a total of US\$ 14,387.37 was spent while leaving a balance of US\$ 6,707.63 as reflected in the 'Activity Financial Statement - ITTO contribution' and the 'Activity Cash Flow Statement - ITTO contribution' in **Annex 3 and 4**.

Responsible for the Report



Name : Rajuain Eay Komar
Date : 17 December 2010

Position held: Project Coordination Team

Annex 1. Workshop Agenda

30 June 2009 (Tuesday)

Arrival of participants

1 July 2009 (Wednesday)

- 8:00 – 9:00** **Registration of Participants**
- 9:00 – 10:00** **Opening session**
- Brief Introduction by Master of Ceremonies
 - Welcoming Remarks by ITTO Secretariat
 - Opening Remark by the Senior Advisor to the Minister of Forestry, Dr. A. Fauzi Mas'ud
- 10:00 – 10:30** **Coffee break**
- 10:30 – 10:45** **Organization and logistics**
- Background, Objectives and Expected Outputs of the Workshop
 - Workshop agenda and process
 - Logistical matters
- 10:45 – 12:30** **SESSION I. ITTO-CITES PROGRAM AND REVIEW OF ITS PROGRESS**
- Chair:** Mr. Thang Hooi Chiew, Regional Coordinator for the ITTO-CITES Program, Asia
Rapporteur: Mr. Sulistyono A Siran, FORDA
- 10:45 – 11:05
ITTO and CITES: Collaboration for trade in sustainably managed tropical timber species by the representative from ITTO (Ms. Tong Pei Sin)
- 11:05 – 11:25
Implementation of CITES for timber species by the representative from the CITES Secretariat (Ms. Milena Sosa Schmidt)
- 11:25 – 11:45
Overview ITTO – CITES Project in Indonesia by the representative from Indonesia (Mr. Tajudin Edy Komar)
- 11:45 – 12:05
Progress of the Activities Implemented in Malaysia under the ITTO – CITES Work Program 2008 by the representative from Malaysia (Mr. Ahmad Alsraf bin Ahmad Mokhtar)
- 12:05 – 12:30
Open Forum for Discussion
- 12:30 – 14:00** **Lunch break**
- 14:00 – 17:00** **SESSION II. A REGIONAL STRATEGY AND ACTION PLANNING APPROACH FOR RAMIN**
- Chair:** Dr. Teguh Rahardja
Rapporteur: Dr. Hesti Lestari Tata, FORDA

14:00 – 14:30

Ecological and Management Status of Gonystylus spp. (Ramin) in Malaysia by the representative from the Forest Research Institute Malaysia (FRIM) (Mr. Ismail Parlan)

14:30 – 15:00

Coordination and Cooperation for the Effective Implementation of the Inclusion of Ramin in Appendix II of CITES by the representative from CITES MA-Indonesia (Dr. Tonny Soehartono)

15:00 – 15:30

Highlight of Previous ITTO Expert Meeting on the Effective Implementation of the Inclusion of Ramin (Gonystylus spp) in Appendix II of CITES

15:30 – 15:45

Coffee break

15:45 – 16:45

Open Forum for Discussion

16:45 - 17:00

Preparation for Working Group

18:30 **Welcome Reception** (Hosted by ITTO)

2 July 2009 (Thursday)

09:00 – 12:30 **SESSION III. WORKING GROUPS (Break-out Sessions)**

09:00 – 10:00

Working Group 1: Ecological and Management Status of Ramin (Gonystylus spp.)

Facilitator: Mr. Ismail Parlan (Malaysia)

Rapporteur: Dr. Teguh Triono (Indonesia)

Working Group 2: Review of Market and International Trade in Ramin

Facilitator: Ir. Zulfikar Adil, M.BM, (Indonesia)

Rapporteur: Ms. Noraini Shaari (Malaysia)

Working Group 3: Capacity Building for Meeting the Requirements of the Inclusion of Ramin in Appendix II of CITES and the Coordination and Cooperation for its Effective Implementation

Facilitator: Mr. Anwar (Indonesia)

Rapporteur: Mr. Sulistyono A Siran, (Indonesia)

10:00 – 10:15 Coffee break

10:15 – 12:30 Working Groups (Break-out Sessions continue)

12:30 – 13:30 **Lunch break**

- 13:30 – 15:00** **SESSION IV. REPORTS OF WORKING GROUPS**
- Chair:** Dr. Tonny Soehartono, CITES MA - Indonesia
Rapporteur: Prof. Dr. I Nengah Surati Jaya, IPB
- 13:30 – 14:00
Report presentation by Working Group 1
- 14:00 – 14:30
Report presentation by Working Group 2
- 14:30 – 15:00
Report presentation by Working Group 3
- 15:00 – 15:15** **Coffee break**
- 15:15 – 16:15** **Panel Discussion on Setting Priorities and Action Plan by the Regional Coordinator for the ITTO-CITES Program, Asia; representatives from the ITTO and CITES Secretariats; and Indonesia and Malaysia**
- 16:15 – 17:30** **Meeting conclusions and recommendations by** Regional Coordinator for the ITTO-CITES Program, Asia (Thang Hooi Chiew)
- 17:30** **Closing Remarks**

3 July 2009 (Friday)

Departure of participants

Annex 2. List of participants

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Annex 3. Workshop Financial Statement – ITTO Contribution

Programme Title: Ensuring International Trade in Cites-Listed Timber Species is Consistent with their Sustainable Management and Conservation **Period ending on:** 30 September 2009

Activity No. -

Activity Title: Asian Workshop of the ITTO-CITES Project on Ensuring International Trade in CITES-Listed Timber Species is Consistent with their Sustainable Management and Conservation: *Gonystylus* spp. (Ramin)

No.	Budget Component	Approved Amount	Expenditure to date			Available Funds (E (A-D))
			Accrued (B)	Expended (C)	Total Expended (D) (B+C)	
1	Operational Expenses					
	1. Photocopy of workshop materials	\$ 150.00	\$ -	\$ 66.84	\$ 66.84	\$ 83.16
	2. Communication, Fax, Telp, email web	\$ 150.00	\$ -	\$ 135.36	\$ 135.36	\$ 14.64
	3. Office Supplies	\$ 150.00	\$ -	\$ 75.57	\$ 75.57	\$ 74.43
	4. Rent Car (4 days @ US \$ 75	\$ 300.00	\$ -	\$ 264.55	\$ 264.55	\$ 35.45
	5. Preparation (Sundry)	\$ 200.00	\$ -	\$ 171.63	\$ 171.63	\$ 28.37
	Total of 1	\$ 950.00	\$ -	\$ 713.95	\$ 713.95	\$ 236.05
2	Travel Cost					
	1. Terminal allowance for overseas participant 10 x @ US \$ 100	\$ 1,000.00	\$ -	\$ 600.00	\$ 600.00	\$ 400.00
	2. DSA for overseas participant 10 x 3 days x @ US \$ 108	\$ 3,240.00	\$ -	\$ 1,944.00	\$ 1,944.00	\$ 1,296.00
	3. Air ticket for overseas participant:					
	a. Malaysia 7 x US \$ 320	\$ 2,240.00	\$ -	\$ 1,693.50	\$ 1,693.50	\$ 546.50
	b. Singapore 2 x US \$ 265	\$ 530.00	\$ -	\$ -	\$ -	\$ 530.00
	c. China 1 x US \$ 900	\$ 900.00	\$ -	\$ -	\$ -	\$ 900.00
	4. Accommodation (2 days) and transport cost for Indonesia participant 8 x 2 days @ US \$75	\$ 1,200.00	\$ -	\$ 650.00	\$ 650.00	\$ 550.00
	Total of 2	\$ 9,110.00	\$ -	\$ 4,887.50	\$ 4,887.50	\$ 4,222.50
3	Workshop Cost					
	1. Meeting package 45 x 2 days x US \$ 30	\$ 2,700.00	\$ -	\$ 1,367.19	\$ 1,367.19	\$ 1,332.81
	2. Workshop kits	\$ 250.00	\$ -	\$ 224.34	\$ 224.34	\$ 25.66
	3. Welcoming dinner by ITTO	\$ 500.00	\$ -	\$ 286.76	\$ 286.76	\$ 213.24
	Total of 3	\$ 3,450.00	\$ -	\$ 1,878.29	\$ 1,878.29	\$ 1,571.71
4	Reporting/Workshop Proceedings					
	1. Professional fee for preparation of the final Proceedings	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00	\$ -
	2. Printing/Publishing	\$ 1,550.00	\$ -	\$ 1,550.00	\$ 1,550.00	\$ -
	3. Dissemination/shipping of proceedings	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ -
	Total of 4	\$ 4,550.00	\$ -	\$ 4,550.00	\$ 4,550.00	\$ -
5	Organizing/Technical committee					
	1. Chairman	\$ 950.00	\$ -	\$ 950.00	\$ 950.00	\$ -
	2. Secretary/Finance	\$ 550.00	\$ -	\$ 550.00	\$ 550.00	\$ -
	3. Rapporteurs and Logistic	\$ 1,050.00	\$ -	\$ 825.00	\$ 825.00	\$ 225.00
	Total of 5	\$ 2,550.00	\$ -	\$ 2,325.00	\$ 2,325.00	\$ 225.00
6	Contingency					
	Other incidental cost	\$ 500.00	\$ -	\$ 32.63	\$ 32.63	\$ 467.37
	Total of 6	\$ 500.00	\$ -	\$ 32.63	\$ 32.63	\$ 467.37
Grand Total		\$ 21,110.00	\$ -	\$ 14,387.37	\$ 14,387.37	\$ 6,722.63

Annex 4. Workshop Cash Flow Statement – ITTO Contribution

Programme Title: Ensuring International Trade in Cites-Listed Timber Species is Consistent with their Sustainable Management and Conservation **Period ending on:** 30 September 2009

Activity No. -

Activity Title: Asian Workshop of the ITTO-CITES Project on Ensuring International Trade in CITES-Listed Timber Species is Consistent with their Sustainable Management and Conservation: *Gonystylus* spp. (Ramin)

No.	Component	Reference	Date	Amount	
				In US \$	Local Currency
A.	<u>Funds received from ITTO</u>				
	1. First instalment	G0191670549901	16-Jun-09	\$ 21,110.00	Rp 215,110,900.00
	2. Transfer fee			\$ (15.00)	Rp (152,850.00)
	3. Gain/losses from exchange rate deviation				Rp (888,700.00)
	Total Funds Received:			\$ 21,095.00	Rp 214,069,350.00
B.	Budget Component				
1	Operational Expenses				
	1. Photocopy of workshop materials			\$ 66.84	Rp 684,425.00
	2. Communication, Fax, Telp, email web			\$ 135.36	Rp 1,386,050.00
	3. Office Supplies			\$ 75.57	Rp 773,800.00
	4. Rent Car (4 days @ US \$ 75			\$ 264.55	Rp 2,709,000.00
	5. Preparation (Sundry)			\$ 171.63	Rp 1,757,500.00
	Total of 1			\$ 713.95	Rp 7,310,775.00
2	Travel Cost				
	1. Terminal allowance for overseas participant 10 x @ US \$ 100			\$ 600.00	Rp 6,138,000.00
	2. DSA for overseas participant 10 x 3 days x @ US \$ 108			\$ 1,944.00	Rp 19,874,160.00
	3. Air ticket for overseas participant:				
	a. Malaysia 7 x US \$ 320			\$ 1,693.50	Rp 17,459,950.00
	b. Singapore 2 x US \$ 265			\$ -	Rp -
	c. China 1 x US \$ 900			\$ -	Rp -
	4. Accommodation (2 days) and transport cost for Indonesia participant 8 x 2 days @ US \$75			\$ 650.00	Rp 6,591,000.00
	Total of 2			\$ 4,887.50	Rp 50,063,110.00
3	Workshop Cost				
	1. Meeting package 45 x 2 days x US \$ 30			\$ 1,367.19	Rp 14,000,000.00
	2. Workshop kits			\$ 224.34	Rp 2,297,200.00
	3. Welcoming dinner by ITTO			\$ 286.76	Rp 2,936,450.00
	Total of 3			\$ 1,878.29	Rp 19,233,650.00
4	Reporting/Workshop Proceedings				
	1. Professional fee for preparation of the final Proceedings			\$ 2,500.00	Rp 24,725,000.00
	2. Printing/Publishing			\$ 1,550.00	Rp 15,329,500.00
	3. Dissemination/shipping of proceedings			\$ 500.00	Rp 4,945,000.00
	Total of 4			\$ 4,550.00	Rp 44,999,500.00

5	Organizing/Technical committee				
	1. Chairman			\$ 950.00	Rp 9,633,000.00
	2. Secretary/Finance			\$ 550.00	Rp 5,577,000.00
	3. Rapporteurs and Logistic			\$ 825.00	Rp 8,365,500.00
	Total of 5			\$ 2,325.00	Rp 23,575,500.00
6	Contingency				
	Other incidental cost			\$ 32.63	Rp 344,100.00
	Total of 6			\$ 32.63	Rp 344,100.00
Total Expenditure to- date				\$ 14,387.37	Rp 145,526,635.00
Remaining Balance of Funds (A-B)				\$ 6,707.63	Rp 68,542,715.00

Note: Total fund withdrawn is US\$ 17.844,-(Rp. 180.941.660,-)

Annex 5. Memorandum of Understanding

-1-



INTERNATIONAL TROPICAL TIMBER ORGANIZATION (ITTO)

INTERNATIONAL ORGANIZATIONS CENTER – 5F, PACIFICO-YOKOHAMA
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Fax: (81-45) 223-1111 Tel: (81-45) 223-1110 e-mail: itto@itto.or.jp

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is agreed between the International Tropical Timber Organization (ITTO) and the Government of Indonesia's Center for Forest and Nature Conservation Research and Development Center (CFNCRD).

The CFNCRD hereby agrees to act as lead agency in overseeing all arrangements to host the "Asian Workshop of the ITTO-CITES Project on Ensuring International Trade in CITES-listed Timber Species is Consistent with their Sustainable Management and Conservation: *Gonystylus* spp. (Ramin)". The CFNCRD agrees to administer the funds in the amount of US\$21,110.00 (United States dollars Twenty-one Thousand One Hundred and Ten only) made available by ITTO. These funds shall be used exclusively to meet the expenses related to CFNCRD's hosting of the above meeting at the Hotel Santika, Bogor, on 1-2 July 2009 in accordance with the ToR and proposed budget in the ANNEX.

ITTO agrees to transfer the total amount of US\$21,110.00 to the bank account designated by CFNCRD immediately after it receives two signed copies of this Memorandum of Understanding from CFNCRD.

ITTO will make payment of US\$21,110.00 in United States dollars to a bank of commonly recognized high reputation. CFNCRD shall keep strict budgetary control over the funds allocated to it by the ITTO for the purpose of convening the meeting and shall take every precaution against any unauthorized use of funds provided to it by ITTO. ITTO may at any time request a financial statement, accompanied by proof of expenditures and certified balance of the bank account and such a request shall be promptly complied with.

All notifications, reports and publications in respect of the meeting shall contain appropriate recognition of ITTO's role by the inclusion of the name of ITTO and its logo, as well that of the European Commission (EC). Any disclosure and dissemination of information, reports and publications in respect of the meeting shall not be undertaken without the express and prior consent of ITTO.

/...

The CFNCRD agrees to submit to the ITTO within two months of completion of the meeting but not later than **30 September 2009**, a complete report on the meeting and a statement of account from CFNCRD showing the detailed expenses and a list of participants for which the ITTO funds were used. Any unspent funds shall be returned to ITTO, unless otherwise agreed to by ITTO.

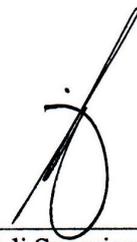
The CFNCRD shall also prepare, in consultation with the ITTO Secretariat, an article (including appropriate high-resolution photographs) on the meeting for possible inclusion in the ITTO-CITES newsletter.

Signed:



Emmanuel Ze Meka
Executive Director
International Tropical Timber
Organization (ITTO)

Date 2009 06 10



Adi Susmianto
Director
Center for Forest and Nature
Conservation Research and
Development (CFNCRD)

Date 5/6 - 09.

ANNEX

Asian Workshop of the ITTO-CITES Project on Ensuring International Trade in CITES-listed Timber Species is Consistent with their Sustainable Management and Conservation: *Gonystylus* spp. (Ramin)

Terms of Reference

The CFNCRD will ensure the following services are provided in relation to the implementation of the Meeting:

1. Develop agenda for the Workshop in liaison with ITTO.
2. Arrange and develop terms of reference for all background papers to be requested for the Workshop in liaison with ITTO.
3. Contact all authors of papers and make all arrangements to receive and distribute these papers to participants at least one week prior to the meeting.
4. Arrange the meeting venue, including meeting room bookings (including any extra rooms for possible break-out groups if foreseen in the Workshop agenda), coffee breaks, presentation equipment (OHP and LCD projector), PC/internet access, etc.
5. Provide a Meeting Rapporteur and Chair, as well as any required secretarial services.
6. Arrange hotel bookings for all participants at costs less than 70% of prevailing UN DSA rates.
7. Provide a full report of the proceedings of the Meeting in English to ITTO within two months of the conclusion of the meeting.

Proposed Budget

	Paid by CFNCRD (USD)
1. Operational expenses	\$950.00
2. Travel costs	\$9,110.00
3. Workshop costs	\$3,450.00
4. Reporting/Workshop proceedings	\$4,550.00
5. Organizing/technical committee	\$2,550.00
6. Contingency	\$500.00
TOTAL	\$21,110.00