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**UNDP Contract: IC/022/2019**

**Assignment: Preparation of Elgeyo Marakwet County Forest Management and Conservation Policy and Bill**

**Assignment Work Plan**

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<b>Key outcome</b>	<b>ACTIVITY</b>	<b>Description</b>	<b>Timeline</b>	<b>Output</b>
Development of county forest policy and Act for two county governments - Elgeyo Marakwet and Nyeri Counties)	1.Inception report	<ul style="list-style-type: none"><li>✚ Consultants understanding of the assignment</li><li>✚ Methodology for delivery</li><li>✚ Literature review and bibliography</li><li>✚ Clear roadmap and milestones for task</li></ul>	20 September 2019	Draft Inception Report

	<p>2.Appointment of County Working Group</p>	<ul style="list-style-type: none"> <li>✚ Working Group to support consultant in framing key challenges, opportunities and county details</li> <li>✚ <b>Appointed by the County Executive Committee Member for Environment</b></li> <li>✚ Drawn from various departments of the County, civil society, Kenya Forest Service, NEMA, Kenya Water Towers Agency, NDMA, etc – private sector, and other interest groups(multi-sectorial)</li> <li>✚ Plays key role in reviewing content and affirming suitability of Bill, Policy and regulations</li> </ul>	<p>5<sup>th</sup> to 8<sup>th</sup> November 2019</p>	<p>Multi-sectorial and multi-stakeholder working group / Taskforce</p>
	<p>*Consultative meetings on draft forest policy and bill in (i) Sengwer and Cherangany (ii) Keiyo North, (iii) Marakwet East, (iv) Marakwet West, and (v) Keiyo South( will be held separately in Eldoret)</p>	<p>*Identifying measures to be taken to ensure inclusiveness and cultural appreciation during consultations on proposed policies and bill and how to inculcate human rights during the process</p> <p>*Consultations, analysis and assessment to enable consensus on policies and measures</p>	<p>12<sup>th</sup> to 22<sup>nd</sup> November 2019</p>	<p>Clear approach towards policy, bill and regulations drafting</p>
<p>1. Inception workshop</p>		<p>-Presentation and feedback on inception report</p> <ul style="list-style-type: none"> <li>✚ Approval of annotated outlines for Bill and Policy</li> <li>✚ Baseline assessment on key needs, challenges</li> </ul>	<p>24<sup>th</sup> November to 5<sup>th</sup> December 2019</p>	<ul style="list-style-type: none"> <li>✚ Inception Workshop</li> <li>✚ Final Inception report</li> <li>✚ Approved annotated outlines</li> </ul>

	<p>and opportunities for county</p> <ul style="list-style-type: none"> <li>+ <b>Participation of working group is critical</b></li> <li>+ <b>Consider inviting representation of County Assembly Committee responsible for Forestry</b></li> </ul>		+ Consultation with Working Group
2. First Drafts of Bill and Policy by the consultant	<ul style="list-style-type: none"> <li>+ First Draft County Forestry Conservation and Management Bill</li> <li>+ First Draft County Forestry Conservation and Management Policy</li> </ul>	9th to 12 <sup>th</sup> December 2019	+ Submission of first drafts
3. Review workshops and Public consultations	<ul style="list-style-type: none"> <li>+ Workshop to review First drafts with Working Group</li> <li>+ Workshop to review with County Assembly Committee (responsible for forestry) and County Executive Committee Members</li> <li>+ Public Consultations (e.g 2NO) at different points within the County)</li> </ul>	<p>i) Review workshop <b>16<sup>th</sup> to 19<sup>th</sup> December 2019</b></p> <p>ii) County Assembly / County Executive consultation workshop – <b>1st to 6<sup>th</sup> January 2020</b></p> <p>iii) Public consultations – <b>10<sup>th</sup> January 2020</b></p>	Review and consultation workshops
4. Final Drafts of Bill and Policy	<ul style="list-style-type: none"> <li>+ Final Draft County Forestry Conservation and Management Bill</li> <li>+ Final Draft County Forestry Conservation and Management Policy</li> </ul>		
5. Draft Regulations	+ First Draft County Forestry Conservation and Management Bill	15th January 2020	

<p>6. Final Review Workshops</p>	<ul style="list-style-type: none"> <li>✚ Review and approval of County Forestry Conservation and Management Bill</li> <li>✚ Review and approval of County Forestry Conservation and Management Policy</li> <li>✚ Review of Draft County Forestry Conservation and Management Bill</li> </ul>	<p>20<sup>th</sup> January 2020</p>
<p>7. Submission of Final documents</p>	<ul style="list-style-type: none"> <li>✚ Final Draft County Forestry Conservation and Management Bill</li> <li>✚ Final Draft County Forestry Conservation and Management Policy</li> <li>✚ Final Draft County Forestry Conservation and Management Bill</li> </ul>	<p>28<sup>th</sup> January 2020</p>