Illegal Wildlife Trade (IWT) Challenge Fund Evidence Annual Report

To be completed with reference to the "Project Reporting Information Note":
(https://iwt.challengefund.org.uk/resources/information-notes/).

It is expected that this report will be a **maximum of 20 pages** in length, excluding annexes)

Submission Deadline: 30th April 2023

Submit to: BCF-Reports@niras.com including your project ref in the subject line

IWT Challenge Fund (IWTCF) Project Information

Project reference	IWTEX001
Project title	Dismantling pangolin trade in Vietnam
Country/ies	Vietnam
Lead Partner	Save Vietnam's Wildlife
Project partner(s)	Save Vietnam's Wildlife, managers of Cat Tien NP, U Minh Thuong NP, and U Minh Ha NP
IWTCF grant value	£999,250.00
Start/end dates of project	01/07/2022 - 30/06/2025
Reporting period (e.g. April 2022- Mar 2023) and number (e.g. Annual Report 1, 2, 3)	01/07/2022 - 30/03/2023
Project Leader name	Thai Van Nguyen
Project website/blog/social media	svw.vn
Report author(s) and date	Thai Van Nguyen- 30/4/2023

1.   Project summary

This project aims to combat the illegal pangolin trade in Vietnam by establishing collaborations between inter-governmental, inter-sectoral, and local community stakeholders of three key pangolin sites. The project will strengthen law enforcement, improve livelihoods, and reduce demand to counteract illegal wildlife trafficking activities. The project will incorporate the One Health approach for demand reduction, a holistic landscape approach to build partnerships between local people, law enforcement, and private sector entities, and a scalable framework that can be implemented elsewhere if each component meets the project's expectations of success. The project addresses the issues of weak law enforcement and lacking inter-agency collaboration, high poverty rates of local communities surrounding protected areas, and

lacking education on wildlife-related issues such as extinction crises, environmental degradation, and health risks of consuming wildlife.

The project fills several evidence gaps in existing approaches, such as the lack of technological advancements and training, resources and support, standardised practices and effective/informative data collection, effective impact assessments from pre-and post-intervention surveys, collaboration between forestry and non-forestry agencies, private sector involvement in combating IWT, training to maintain social forestry contracts, and local stakeholder engagement on IWT issues.

Vietnam is home to the Critically Endangered Sunda Pangolin (*Manis javanica*), and the illegal hunting for commercial wildlife trade has had a devastating impact on their wild populations over the past three decades. The project builds on successes of a project which occurred in a key pangolin stronghold (Pu Mat National Park), and will expand to protect the remaining key pangolin strongholds in Vietnam, including Cat Tien (CTNP), U Minh Thuong (UMT), and U Minh Ha (UMH) National Parks. The project also aims to benefit other priority species threatened by the illegal wildlife trade and indiscriminate snare trapping practices. The project's success will ensure the persistence of the species in Vietnam and over a wider range of ecoregions.

The communities affected by the illegal wildlife trade issue that the project will address are the local communities surrounding protected areas, who are facing high poverty rates. The project will help them by improving their livelihoods and raising awareness of wildlife-related issues such as extinction crises, ecosystem services, environmental degradation, and health risks of consuming wildlife.

The project will be implemented in three key pangolin sites in Vietnam, including Cat Tien (CTNP), U Minh Thuong (UMT), and U Minh Ha (UMH) National Parks (**Figure 1**)
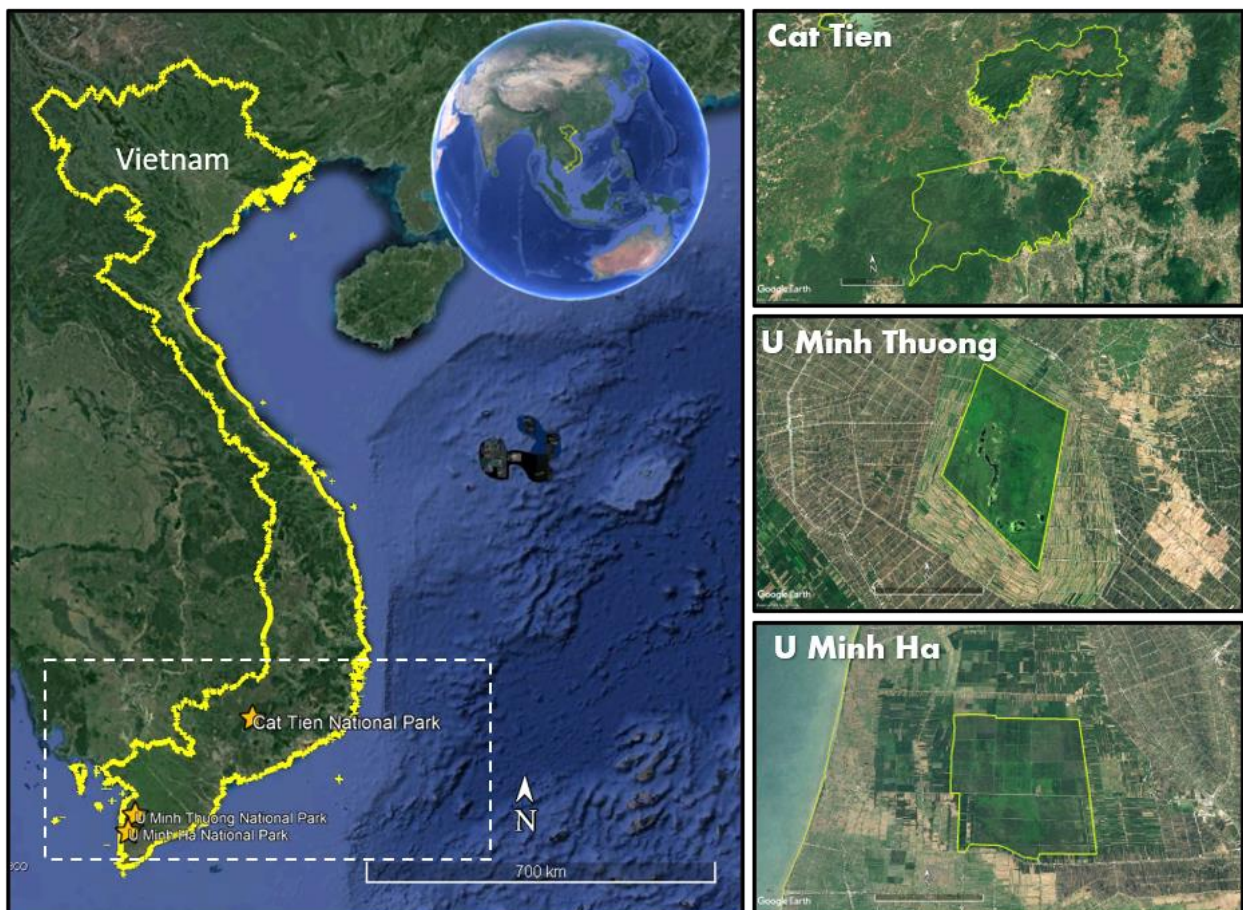

Figure 1. Map of project locations: Cat Tien, U Minh Thuong, and U Minh Ha National Parks of southern Vietnam and their surrounding buffer zone communities.

2.   Project stakeholders/partners

Our formal partners for this project are Cat Tien, U Minh Thuong, and U Minh Ha National Park directors and forest rangers, local police, provincial FPD. Our primary stakeholders are local communities, hunters/traders, wildlife product consumers, and Payment for Forest and Environmental Services (PFES) contracted households. We have worked to sign MoUs with all of our key partners, and have formal agreement letters between law enforcement agency collaborators.

Collaboration documents: MoUs and agreements

Partnerships with law enforcement officials and protected area managers stem from the needs of the project, and they have the majority of the decisions in the planning, monitoring, and decision making within their respective jurisdictions and roles. Our objective is to simply provide them with tools and training, and connect them in ways that are more conducive to combating poaching and wildlife trafficking. The stakeholders of the project are the primary beneficiaries of the project outputs and outcomes. While some of them will be targeted for demand reduction campaigns, they will benefit from a One Health perspective, whereby the intersections of environment, biodiversity, and public health will be improved and maintained for the long-term. Not to mention the trade of our focal species (pangolins) may lead to zoonotic disease outbreak as they are considered to be in a 'high-risk' disease transmission category, and they also impact economics, as poaching or trading them may lead to hefty fines, prison time, and also

Regarding achievements, lessons, strengths, and challenges with the partnerships, our project is still very much in its preliminary stages; however, we have been seeing vast improvements in localised law enforcement and record keeping after beginning the anti-poaching program and the usage of SMART in two of three key sites. In Cat Tien and UMT there have been significant improvements in patrolling activity, snare removal, and poaching mitigation. In UMH there have been a few issues with management disagreeing with the use of SMART; however, after the central government forestry agency Vietnam Forest issued a nationwide mandate on use of the SMART model, they have recently compiled. That said, if they are not comfortable with using SMART as we usually do, we will transition to a "problem oriented patrolling" strategy and focus more on human-wildlife conflict (mostly between otters and local fish farmers), population monitoring, and trap removal only.

SMART Reports: SMART Reports

Regarding involvement of UK Embassies, and British High commissions, we have had the pleasure of meeting with the UK Secretary of State for Environment, Food and Rural Affairs, delegates from DEFRA and the British Embassy in Vietnam who visited Save Vietnam's Wildlife on April 13th, 2023 (**Figure 2**). During the visit, Ms. Therese Coffey directly listened to Mr. Nguyen Van Thai, Director of SVW, introduced SVW, its activities, and prominent achievements in wildlife conservation in Vietnam. They also learned about the challenges and opportunities to address the issue of illegal wildlife trade in Vietnam, including law enforcement, demand reduction, and behaviour change. Additionally, the delegation spent time visiting and learning about the Carnivore and Pangolin Conservation Program, as well as the only semi-wild area for pangolins in the world.

Figure 2. Meeting with the UK Secretary of State for Environment, Food and Rural Affairs, delegates from DEFRA and the British Embassy in Vietnam at the Carnivore and Pangolin education centre, Cuc Phuong, Ninh Binh,. Vietnam

3. Project progress

3.1 Progress in carrying out project Activities

Activities related to *Output 1, "Strengthening protection and management of key biodiversity areas through enhanced law enforcement,"* are in progress and revealing important information to all implementing teams. **Four preliminary training courses** introducing SMART to forest rangers in 2021, including one workshop in Cat Tien with 120 rangers and forestry management personnel, one workshop in UMT with 18 rangers and forestry management personnel, one workshop in UMH with 44 rangers and forestry management personnel, and one workshop for the Department of Forestry and Forestry of Dong Nai province in 2022 and Forestry Registration School near Cat Tien National Park with 35 faculty attendees. We plan to formally conduct SMART workshops and re-training to improve collaboration, coordination, and management in all three sites in 2023. In addition, **two training workshops** on wildlife law and law enforcement were held in November 2022, with 32 officials from U Minh Thuong NP and 43 officials from U Minh Ha NP attending. 100% of participants discussed solutions to improve the efficiency of law enforcement, patrol and protect the forest, raise awareness for the community, and reduce the need to use wild animals; an additional two are planned to take place in May 2023 for Cat Tien National Park. Furthermore, **equipment for the SMART program** was purchased, including 70 poacher cams, 12 smartphones, 4 GPS devices, and necessary gear for the anti-poaching team. The project team erected **10 propaganda billboards** in communities around Cat Tien National Park (**Figure 3**) to raise awareness about the consequences of illegal wildlife trade while 20 other billboards were selected locations. The team is also identifying vital locations to erect billboards in UMT and UMH, usually targeting entry/exit points used by local hunters and others into the protected areas. Moreover, the project team is connecting with the Environmental Police Department (Ministry of Public Security) and leaders of five provinces (Ca Mau, Kien Giang, Dong Nai, Lam Dong, and Binh Phuoc) to coordinate a plan for implementing a campaign that integrates strengthening law enforcement, developing sustainable livelihoods, and reducing demand for illegal wildlife products. The project team is planning to i**ntegrate four launching workshops into five large workshops** in the five provinces mentioned above. Additionally, the project team is conducting a **study tour** to Thailand to visit Khao Yai NP, Thap Lan NP, and Sakaerat Environmental Research Station to learn about best practices in SMART, patrol planning, ranger training, community involvement in forest

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protection, and sustainable ecotourism. The study tour was unfortunately delayed due to the Director of Thai Department of National Parks being arrested for corruption in early 2023.

Figure 3. Billboard erected near an entry point to Cat Tien National Park with the message "Don't consume, use, hunt, or trade wild animals!", providing information on Vietnamese laws and penalties for violating them.

Regarding *Output 2, "Strengthening sustainable livelihoods, reducing poverty and improving the well-being of communities in and around key biodiversity areas,"* the project is still in its beginning stage. The project team has **extracted and analysed data of hunters and local traders** around National Parks, recording a total of 152 hunters and 14 traders, with 115 hunters and 14 traders in Cat Tien and 4 hunters and 8 fishing in UMT. Additionally, the project team is **planning 10 workshops for 1250 PFES members** to provide training on sustainable livelihoods. We are initially connecting with businesses and employers in Ho Chi Minh City and surrounding areas. From there, we will advise on a career change and promotion of alternative livelihoods to minimise the impact on forests and target impoverished PFES households. The results of this phase are important to share at the workshop and will connect livelihood development activities later on in the project.

Activities related to *Output 3, "Reducing the demand for illegal wildlife products,"* have made some promising initial progress. Our teams conducted **four background research surveys** in buffer zone communities in 5 provinces (Kien Giang, Ca Mau, Dong Nai, Lam Dong - Binh Phuoc), which have provided significant insights to the attitudes and perceptions toward wildlife, demand and consumption habits of wildlife products, as well as knowledge of the biodiversity, legal, and health issues surrounding conservation among local communities around Cat Tien, UMT and UMH national park. Overall, 1622 respondents were interviewed in total. 303 from all buffer zone communes surrounding UMT (Kien Giang province), 350 from UMH (Ca Mau province), and 969 from buffer zone communities surrounding CTNP (Dong Nai, Lam Dong-Binh Phuoc province). The research analysis and findings will provide a comprehensive understanding of wildlife consumption issues at these 3 national parks and serve as a critical baseline for the project team to develop demand reduction intervention measures that are based on social research and a sound understanding of local characteristics. In the upcoming quarter, as SVW is seeking to establish partnership with the Environmental Police Department of the Ministry of Public Security, we would also invite their participation in launching the demand reduction campaigns in 5 said provinces (Kien Giang, Ca Mau, Dong Nai, Lam Dong-Binh Phuoc). After careful consideration, our team has also decided to **organise five launching workshops instead of four workshops as stated in the original timeline** to optimise the engagement of key leaders and officials from 5 provinces while enhancing the scale and exposure of our demand reduction efforts in communities of these provinces. These five launching workshops are expected to be organised jointly with the five workshops on strengthening law enforcement capacity and efficiency in combating illegal wildlife trade at the five provinces mentioned above. This is to simplify the administration process and mitigate the difficulties in ensuring participation from high level government officials and key stakeholders, who are usually on a tight schedule.

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Finally, the annual meeting of performance evaluation has not yet been initiated, and the project team intends to plan this meeting for the end of the calendar year rather than the fiscal year of the project.

3.2   Progress towards project Outputs

3.2.1 Inter-agency law enforcement surrounding three key pangolin sites have established a formal partnership and have the capacity to understand IWT issues, collaborate intuitively, and utilise data sharing and technological advancements to combat illegal wildlife trade more effectively.

3.2.1.1: *Criminal database revised to include poacher data from SMART in Interagency law-enforcement departments of three provinces by 2025.*

Currently, **we have incorporated Vietnamese forestry law** (Decree 84, Decree 26, and Decree 64) regarding penalties for illegally hunted, traded, or trafficked animals by level of threat classification and rarity **into our SMART data models**. One of the major issues with penalty issuance is the paper-work requires some degree of searching for the appropriate penalty given the species hunted/traded, and there is currently no streamlined method for this. Therefore, **when our SMART team seizes wildlife from a hunter**, the record now reads, for example: **Black squirrel (*Ratufa bicolor*) (IIB) or Gray langur (*Semnopit phayrei/T barbei*) (IB, ND64)** – Where the common name, scientific name, and the decree/level of protection "IIB" or "IB" are all provided and **thus the fine estimate then simply goes by how many individuals or kg are presen**t without any extra review needed. With that, when our SMART team provides their report to the director, he can then **send this information to administrative authorities to immediately take action** given that our team had profiled the suspect during the interaction and collected their contact information.

There is no known baseline condition for this issue, only that managers have explained the ineffectiveness of the current reporting situation in past workshops. Many have stated that reporting crimes often lacks punishment and follow-ups, and record keeping on the subject is minimal. Therefore, we have included the arrest records as well as the follow up on penalties in our automated SMART reports

3.2.1.2: *25% decrease in traps, illegal encampments, and offenders recorded in the park by patrolling effort (e.g. traps detected per km patrolled) by quarter 2 year 2, 50% decrease by quarter 2 year 3, and >50% by the end of the project period in each key site. (approximate baseline established in year 1)*

There is no comparable baseline to this outcome as prior documentation of illegal activities is sparse, with no standardised collection method, and was primarily used for ad-hoc patrol plans that deviated from the usual systematic patrol plans.

Brief analysis of SMART trends show some declines in illegal activity already: Year 1

3.2.1.3: *Decrease in animals killed by snare traps in three key sites (baseline established in year 1)*

There is no baseline for this yet as prior accounts were not effectively recorded, and wildlife ID skills of rangers is still lacking in the key sites. Year 2 will provide comparable results as all snared and poacher-seized wildlife is recorded on SMART.

3.2.1.4: *Robust knowledge of hunters, traders, and trafficking networks established around three key sites by the end of year 2 (baseline = 0)*

Number of hunters/traders recorded (total): 152 Hunter/14Traders. Hunters/traders in CT: 115 Hunters/14 traders. Hunters/traders in UMT: 4 Hunters + 8 Fishing. Extracting and analysing data of hunters and local traders around National Parks. We believe we will have a more robust dataset that we can establish into a network of trade later in the project.

3.2.1.5: *100% of Penalties have been effectively issued for all arrested poachers for threatened wildlife-related crimes in three key sites following initial interventions in the quarter 2 and 3 in the first year and quarter 1 and 2 in the second year (baseline established by year 2)*

We have established the baseline for arrest records using SMART for each key site based on arrests we have recorded so far: **Cat Tien (37/138: 27%), UMT (12/18: 67%), UMH (1/1 100%).** It is worth noting that many minor offences are not punishable and are let off with warnings, such as illegally grazing cattle in the protected area. Additionally, lack of records (such as UMT and UMH) lead to overinflated proportions of arrests as a baseline. We suspect the next annual report will fluctuate significantly but we do expect improvements as we go on.

3.2.1.6: *Penalties for any trafficking incidents related to Sunda pangolin, Hairy-nosed otter, Asian elephant, and Fishing cat in Dong Nai, Ca Mau, and Kien Giang provinces have been followed through to court and punishment has been issued following year 1 of the project (baseline established by year 2)*

We currently have no recorded baseline for this and the mechanisms are still absent at the provincial law enforcement level for shared record-keeping on investigation follow ups. We hope to establish a proper coordination method with provincial law enforcement to report on trafficking events and will provide the rescue centres and personnel with data collection tools to keep track.

3.2.1.7: *Number of reported Sunda pangolin trafficking seizures in Vietnam has decreased by at least 15% each year from the 5-year national average (baseline = 204 individuals; from 2017-2021; recorded by Save Vietnam's Wildlife) as a result of three key sources being cut off.*

Sunda pangolin seizures from 2021-2022 = 35; from 2022-2023 = 54, in 2023 = 17. Sunda pangolin seizures average from 2021 to the current reporting period is 35 **(83% decrease)**! We expect to maintain momentum in decreasing illegal pangolin trade and hope that we can reach zero levels in all provinces surrounding our key sites.

3.2.1.8: *Improved legal framework leading to faster turnaround between arrest of poachers and fining process is established following interventions in year 1, up to quarter 2 of year 2*

Our SMART data model, report format, and collaboration meetings with law enforcements at the key sites are expected to improve this. We expect to see improvements in year two based on current progress.

3.2.1.9: *Increase in Sunda pangolins seized and released safely back into the wild at well-protected key sites in year 1, 2, and 3 (baseline = ?)*

Since the project started in July 2022, SVW has **released a total of 23 Sunda pangolins in Cat Tien National Park**, 10 of which were fitted with radio transmitters and monitored to ensure survival. The rest were tagged, so camera traps in other projects can monitor their distribution, disbursal, and survival. Cat Tien National Park's own rescue team has rescued and released 9 Sunda pangolins in the current reporting period.

3.2.1.10: *Digital connectivity between sites is established by quarter 1 of year 3 through SMART Connect database, so comparisons in site patrolling efforts, illegal activity, and species targeted by hunters can be made to inform adaptive management efforts.*

A private SMART Connect Server routed through a Vietnamese cloud service provider (for data security) has been established, and our SMART manager Trung Huu Nguyen is maintaining the server effectively. We currently need permissions from each protected area to include intelligence data into the server and upgrade them all to the same SMART v. 7. So for now we have just tested to make sure everything works **(Figure 4)**. We expect all data to be online in the cloud database by May 2023.
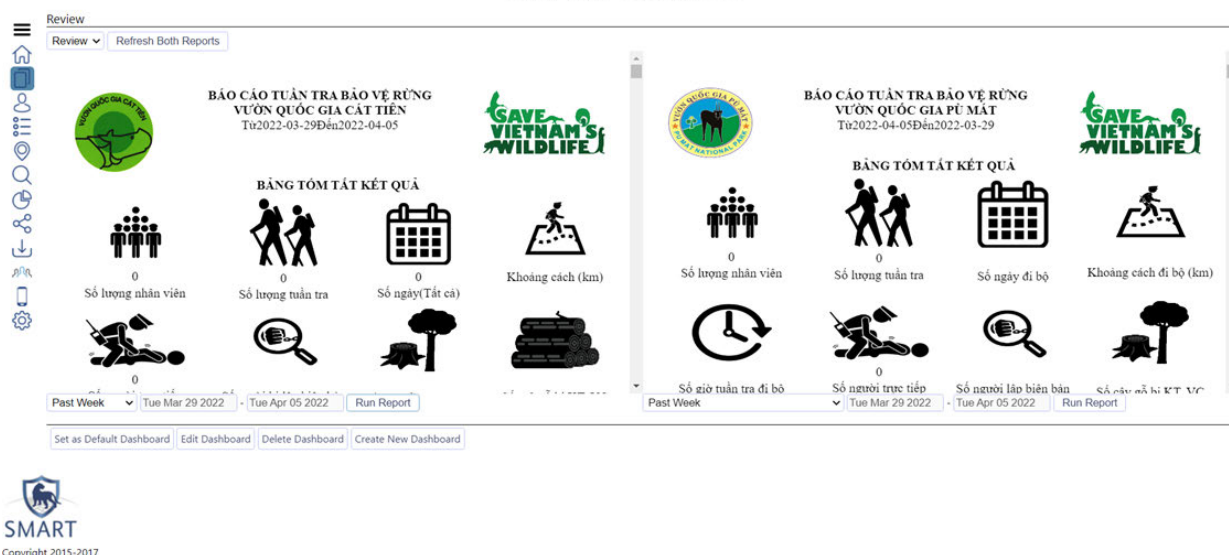
Figure 4. Examples of comparing Pu Mat National Park and Cat Tien National Park queried reports in SMART Connect.

3.2.1.11: Collaboration between SVW and local partners and local authorities in three key sites established and maintained in year 1, year 2, and year 3.

We have signed

Collaboration has been maintained between SVW and each key site for year one, and there has been no breaches of the signed MOUs MoUs and agreements

3.2.1.12: Collaboration between the project's partners and corporates established by quarter 4 year 1 and provided job opportunities for identified poachers at least to the end of year 3

We are still connecting with private sector entities to build up opportunities and connections for our hunters, traders, and PFES households as beneficiaries. This will be ongoing, but at the moment we do not have results to report.

3.2.1.13: Ten 1-days training workshops provided for PFES members in quarter 1 and quarter 2 year 2 in three key sites.

3.2.1.14: Knowledge and understanding towards penalties and punishments associated with poaching of PFES members increased after participating in the PFES training workshops.

3.2.1.15: All PFES and rangers participated in PFES training workshops provided with an educational PFES training tool kit and trained how to use it effectively in quarter 1 and quarter 2 year 2.

3.2.1.16: All PFES and rangers used an educational PFES training tool kit in their work between quarter 3 year 2 and quarter 4 year 3 to effectively manage their designated forest areas.

3.2.1.17: Community members have gained more interest, engagement, and/or are employed by local or partnered corporations.

3.2.1.19: At the end of year 3, hired workers for alternative job opportunities and PFES contracted members have improved household income.

Not yet initiated, we plan for the workshops to occur in Q1-Q3 of Year 2. Recently, Cat Tien National Park has started some community conservation programs with local PFES households, so we will try to find ways to effectively collaborate before carrying out the training.

We are initially connecting with businesses and employers in Ho Chi Minh City and surrounding areas. From there, we will advise on a career change and promotion of alternative livelihoods to minimise the impact on forests and target impoverished PFES households. The results of this phase are important to share at the workshop and will connect livelihood development activities later on in the project.

We expect all of the activities, outcomes, and outputs will be accomplished effectively by the project end, and several will be initiated in the coming months.

3.2.1.18: At the end of year 3, statistics from the anti-poaching team and local authorities show a >50% reduction of poaching activity in the covered area.

We are already seeing a marked decline in poaching activity by patrols <u>Year 1</u>

3.2.1.20: Collaboration between SVW, local partners with local authorities and media in 4 areas of three key sites established and maintained in year 1, year 2, and year 3.

Formal collaboration events have not yet initiated under this objective

3.2.1.21: By quarter 3 year 1, four research finding reports (that analysed data collected from 4 small-scale background research by quarter 2 year 1), have done and provided a baseline to develop a conservation action plan, especially interventions toward demand reduction of wildlife products.

We have conducted all surveys and have compiled simple analytic reports for all sites, with robust technical reports completed for UMT and UMH. The technical report for Cat Tien is in production. Based on the initial findings from UMT and UMH, we are compiling key findings and having internal discussion to start building a proposed intervention plan/package that takes into account the differences in beliefs and values, awareness and perception, and wild meat consumption at each project site.

<u>Background Research</u>

3.2.1.22: By quarter 3 year 1, an action plan toward demand reduction for each area of 3 key sites has been built by relevant project stakeholders after participating in the launching workshop.

Action planning for demand reduction launching workshops will take place in May 2023, and will be combined with provincial level workshops to become 5 large Workshops in 5 provinces of Dong Nai, Lam Dong, Binh Phuoc, Ca Mau, Kien Giang since it is extremely difficult to get high-level government officials involved in multiple meetings.

3.2.1.23: By quarter 3 year 1, a set of intervention and campaign materials developed and widely intervened in 4 areas of 3 key sites

Campaign materials have not been produced. After completing the analysis for the background survey in Cat Tien, we expect to have a full baseline data to start developing appropriate intervention materials. Combined with stakeholder meetings and field observations, we expect to create a more targeted campaign to raise awareness and promote behaviour change in wildlife consumption of local communities.

3.2.1.24: Coalition of signatories have come together to disavow wild meat consumption and IWT.

3.2.1.26: Network of wildlife-free restaurants has been created to disavow IWT.

3.2.1.27: Community and local authority members have gained more interest, and engagement to messages and knowledge from the anti-wild-meat-consumption campaign

3.2.1.28: Wild meat consumption reduced and negative perspectives on consuming wild meat increased in local communities around 3 key sites.

Not yet initiated. We are confident that we can carry out the objectives by the project end.

3.2.1.29: Reduced or near-zero cases of pangolin sales are identified within key site provinces and no large-scale operations occur within the last year of the project period (50 individuals were seized at once from Ca Mau in 2018).

See point 3.2.1.7

3.3 Progress towards the project Outcome

3.3.1 Poaching and IWT of threatened species within and surrounding key sites has reached near-zero levels.

3.3.1.grey literature **1:** *100% of 216 rangers trained in SMART mobile and using PoacherCams by Quarter 3 of year 2 and*

100% of rangers in Cat Tien, UMT, and UMH have been trained on the use of SMART mobile by the current reporting period through informal in-field knowledge transfer and are now updating their records in a shared, organised database that shows patrol tracks, dates, times, and waypoint locations of all recorded illegal activity. While rangers were trained prior to the reporting period, they still lack effective coordination, management, and leadership when using SMART mobile and SMART desktop for patrol planning so the current project will revisit proper training in the coming months (April/May 2023).

Evidence: <u>SMART Reports, SMART Training Manuals</u>

3.3.1.2: *Attitudes of 2000 community members with equal gender representation around Cat Tien on biodiversity loss, law enforcement, and poaching assessed by Quarter 3 of year 3.*

We conducted desk research from available primary and to assess any changes from previous studies and identify any research gaps. The survey, set to take place by Quarter 3 of year 3, intends to comprehensively assess the attitudes and perception of communities around Cat Tien on biodiversity loss, law enforcement, wildlife issues; measure community's level of illegal activities and forest dependence, important demographic aspects of wildlife issues, all of which will provide SVW and Cat Tien park management a baseline to evaluate the impacts on community as results of conservation projects implemented in Cat Tien as well as the collaboration established between SVW and the park

Desk research table:

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██████████

3.3.1.3 *At least 75% of police, rangers, anti-poaching teams, and local authorities of 10 districts joined (alcohol-free, for female inclusion) workshops and have established collaboration mechanisms by Quarter 4 of year 2*
We have had two
3.3.1.4 *collaboration mechanisms between law enforcement to close the gap in the between arrests and prosecutions implemented in at least one key site by the quarter 4 of year 2, and in all three sites by project end.*

In November 2022, 2 workshops were held in U Minh Thuong and U Minh Ha National Park. 32 officials from U Minh Thuong NP and 43 officials from U Minh Ha NP, including leaders and staff in charge of forest protection and departments. 100% of participants discussed solutions to improve the efficiency of law enforcement, patrol and protect the forest, raise awareness for the community, and reduce the need to use wild animals. The workshop was approved and reached a high consensus with the leaders and all attendees. After the workshop, the Board of Directors of U Minh Thuong National Park and U Minh Ha National Park issued the conclusion of the workshop and a plan to coordinate the implementation of activities, from 2022 to 2024, including the following components:

1. Strengthening law enforcement & ensuring effective legal frameworks

2. Developing sustainable livelihoods to benefit people directly affected by IWT

3. Reducing demand for IWT products

The preparation of two similar seminars in Cat Tien National Park was almost completed in the middle of December 2022. However, the conference was not able to take place, due to the forest protection plan and other priority activities of Cat Tien National Park during the same time period. SVW is promoting the conference to be carried out ASAP in April 2023.

Regarding provincial-level workshops, we are initially connecting with the Environmental Police Department, leading leaders of the 5 provinces to promote a plan to coordinate the implementation of the campaign to integrate all 3 components of (1) Strengthening law enforcement & effective legal frameworks (2) Developing sustainable livelihoods to benefit people directly affected by IWT, and (3) Reducing demand for IWT products. These will be integrated with "Four launching workshops to call on and officers from government agencies, and officers to participate in the program" into 5 large Workshops in 5 provinces of Dong Nai, Lam Dong, Binh Phuoc, Ca Mau, Kien Giang.
Workshop records: UMH ©Tuan Huynh UMT ©SVW

3.3.1.5 *Due to increased anti-poaching effectiveness, law enforcement collaborations, and public awareness efforts, and inclusive efforts, poaching has reached near-zero levels in 3 key sites by the project end*

There is no comparable baseline to this outcome as prior documentation of illegal activities is sparse, with no standardised collection method, and was primarily used for ad-hoc patrol plans that deviated from the usual systematic patrol plans.

Brief analysis of SMART trends show some declines in illegal activity already: Year 1

3.2.2 Communities receive benefits from alternative incomes.

3.3.2.1 *By Quarter 3 of year 2, 85% of forest environmental services (PFES) members around key sites who joined training will have the knowledge to effectively carry out their tasks. Gender gaps in PFES contract issuance are identified and mitigation actions are issues to government and corporate stakeholders to make improvements.*
3.3.2.2 *By the end of year 3, income from PFES as a source has been maintained by >90% of PFES members, and alternative income sources from partnered corporates have been offered and continued for poachers and illegal wildlife traders that have been targeted. >90% of contracted households report stable or increasing income as a result.*
Not yet initiated. We are confident once the activities are carried out we will see the intended progress by the project's end.

3.3.2.3 *60% of professional poachers identified have been engaged about alternative job opportunities by the end of year 3 and have increased income levels by the project end.*
Not yet initiated. We are confident once the activities are carried out we will see the intended progress by the project's end.

3.3.2.4 *By the project end >90% of local community members surveyed (including PFES and hunters targeted for alternative livelihood options) value biodiversity more and have reported no financial need to hunt wildlife.*
Not yet initiated. We are confident once the activities are carried out we will see the intended progress by the project's end.

3.3.3 Surrounding communities value biodiversity and disavow wildlife trade/consumption.

3.3.3.1 By quarter 4 year 1, all targeted local authority agencies and media in 3 key sites have joined local stakeholders and NGOs to participate in behaviour change campaign launching workshops and brainstorm specific ways to establish trade-offs that prevent wildlife extinctions and reduce community needs (or wants) to illegally hunt and trade wildlife.

Not yet initiated, stakeholder meetings are planned for May 2023. We are confident once the activities are carried out we will see the intended progress by the project's end.

3.3.3.2 By quarter 2 year 2, 80% governmental officers in targeted districts around three key sites have signed and committed to their pledge to not consume products from forest-sourced wildlife.

Not yet initiated. We are confident once the activities are carried out we will see the intended progress by the project's end.

3.3.3.3 By quarter 2 year 2, local restaurants that sell wild meat around three key sites are identified. 80% of identified restaurants have participated in restaurant campaigns, signed pledges, and received wildlife-free certification signed by local authorities.

Not yet initiated. We are confident once the activities are carried out we will see the intended progress by the project's end.

3.3.3.4 By quarter 4 year 3, the number of people surveyed that are not willing to consume any wild meat products increased by at least 50%.

Not yet initiated. We will have all necessary demand baseline data soon, and will be able to compare after the treatment effect of the project takes place.

3.3.3.5 By quarter 4 year 3, 50% of people surveyed recognize particular species as legal or illegal to trade and purchase.

Not yet initiated. We will have all necessary demand baseline data soon, and will be able to compare after the treatment effect of the project takes place.

Are the indicators adequate for measuring the intended Outcome?

We believe the indicators are still adequate for measuring the outcomes of the project as each document we collect and maintain contains all relevant KPIs we had originally proposed

Is the project likely to achieve the Outcome by end of funding? If not, what action will you take to ensure the situation can be improved?

We hope that the outcomes will be achieved by the end of the project. However, behavioural change takes time. Especially when it is culturally ingrained, and deeply seeded in the fabric of the local societies for generations. It is unlikely that a three year project will change that, but we hope to create a sense of community value in biodiversity, and respect for the law (and the reasons for them being in place) that will carry on after the project ends. We also intend to continue applying pressure and campaigning for wildlife conservation in these key sites even after this project has ended to ensure the long-term sustainability of any progress we make.

3.4 Monitoring of assumptions

Assumption 1: Stakeholder/ partnership/ Interests conflict
Comments: There were brief issues in one key site, where managers were uncertain of the necessity and usefulness of the SMART program; however, after some training, and interventions to show the program works and lessons learned from other sites, they have now adopted SMART. Nothing substantial other than this occurred during the project period to challenge stakeholder and partner assumptions of collaboration.

Assumption 2: Technical issues
Comments: SVW is aware of the potential risks associated with technical issues during project implementation. Given the project's complexity, which involves multiple intervention components across three relatively new project areas, it is crucial to invest adequate attention and resources towards technology. Only through the application of suitable project techniques can the project remain on course and achieve its primary goal. Hence, SVW places a strong emphasis on enhancing the capacity of its

employees and relevant partners. This ensures that they possess the necessary skills and techniques to implement projects effectively, while making optimal use of project resources.

SVW has coordinated with the Anti-poaching teams in Cat Tien National Park, U Minh Thuong National Park, and U Minh Ha National Park to deploy the SMART data model, configure them with relevant data collection objectives of the parks, and create report templates for information sharing with protected area managers and forest rangers. Furthermore, SVW has purchased a VPS server from Viettel, as well as a domain and SSL certificate for SMART Connect to ensure data security for intelligence databases stored in the cloud.

SVW staff has actively participated in the Technology Council of SMART Partnership to provide their expertise and contribute to the development of the SMART program. In addition, SVW staff have been able to identify and resolve technical issues related to the program, ensuring its smooth operation.

To further assist SMART users across Vietnam, SVW has created a YouTube series that provides technical guidance and support for using the program effectively. (https://youtu.be/Nuae3fXMACo)

Furthermore, SVW has partnered with ESRI to collect offline survey data effectively with Survey123 which enables quick and easy analyse the results, which has been proven to be helpful in the project implementation.

Assumption 3: Human Resource
Comments: Human resource risks are inevitable and often remain hidden until they surface due to errors in implementation.

To mitigate these risks, SVW employs various strategies, starting with developing a comprehensive recruitment plan. By carefully preparing from the outset, SVW can build a team of qualified individuals with strong work ethics. However, SVW exercises caution during the recruitment process, as not all candidates may be suitable for the project.

In addition, SVW creates a roadmap for training employees' skills and knowledge, which helps them to develop their strengths and improve their performance. Orientation and retraining of existing staff are also priorities to prevent gaps in knowledge and skill sets.

Regular assessment of HR risks is also a key strategy for SVW, which includes annual employee reviews and cross-team feedback meetings. By constantly monitoring and evaluating these risks, SVW can identify potential issues early and take corrective measures to mitigate their impact.

Assumption 4: Staff capacity
Comments: The progress, quality, and efficiency of a project are significantly impacted by staff capacity. Failure to address this issue can lead to severe risks as unqualified staff may not be capable of supervising and supporting partners involved in the project. This could cause the project to derail, both technically and in terms of its objectives.

Therefore, SVW places great importance on staff capacity, and often seeks training opportunities for staff when they are available online and in person, both internal (from SVW staff) and external (from other organisations and institutions) based on their roles, responsibilities, and project needs. This approach helps to promote the development of staff capacity, allowing them to perform to their full potential and contribute effectively to the project.

3.5   Impact: achievement of positive impact on illegal wildlife trade and poverty reduction

What impact was in your original application form?

Illegal wildlife trade chain in Vietnam is dismantled from the bottom up

What contribution is your project making to a higher-level impact on illegal wildlife trade?

So far, the direct impact that this project has contributed is 10 billboards educating local people on wildlife law and conservation-related issues (local people in rural areas are usually unaware of hunting laws and population declines). Our anti-poaching teams along with rangers have also contributed with the removal of 3857 wildlife traps and 157 arrested violators within the protected forests. These actions have likely contributed to the prevention of hundreds, if not thousands of wildlife mortalities, including pangolins.

evidence: SMART Reports, 10 billboard in Cat Tien

What contribution is your project making to a higher-level impact on human development and wellbeing (poverty reduction)?

So far, in the preliminary stages of the project we have focused more on the law enforcement side of things. In the coming months (and in the next year), we will begin implementing more poverty reduction activities through PFES programs, and involving the private sector in local livelihood alternatives.

4. Thematic focus

1. Reducing demand for IWT products

SVW conducted **four background research surveys** mentioned in 3.1, of which analysis and findings are the basic database for our interventions and other activities within this component of demand reduction for IWT products. However, our local contributions at each site, including: installing billboards on wildlife laws and penalties for poaching, trading, and selling wildlife, removing snares and wildlife traps, confiscating firearms, removing illegal camps, and arresting poachers will undoubtedly have had some localised effects on reducing demand for wildlife in buffer zone communities, and this is an important first step for the next phases.

2. Ensuring effective legal frameworks and deterrents

So far, we have held two law enforcement workshops in UMT and UMH, and will conduct more law enforcement, SMART training, forest protection, and collaborative workshops in the coming months. Aside from this, SVW is holding meetings and working together with the central government on this year's revisions of several wildlife policies including Decree 01 (on ranger welfare, responsibilities, and roles), Decree 02 (on captive wildlife centres), and Decree 06/84 (on wildlife protection).

3. Strengthening law enforcement

Established anti-poaching teams in three sites, who are patrolling alongside local rangers and coaching them how to effectively collect and manage data using SMART, we are still connecting with all relevant law enforcement stakeholders to establish more effective communication lines, focal points, and put pressure on wildlife crime issues. Aside from this, SVW has also recently signed an MoU with the Environmental Police to begin a crackdown of pangolin scale trade in traditional medicine shops that were identified in another project. This collaboration will undoubtedly serve an important role in the intended impacts of this project as well.

4. Developing sustainable livelihoods to benefit people directly affected by IWT

We are in the process of connecting with private sector entities from Ho Chi Minh City, we plan to use our connections moving forward when engaging with our local stakeholders and beneficiaries in communities surrounding the key sites.

Are there any notable achievements this year?

- Established anti-poaching teams in all sites
- Rangers contributing to shared SMART database
- Recorded 152 hunters and 14 traders that we will monitor for trade network analyses
- Released a total of 23 Sunda pangolins in Cat Tien National Park, 10 of which were fitted with radio transmitters and monitored to ensure survival. The rest were tagged, so camera traps in other projects can monitor their distribution, disbursal, and survival. Cat Tien National Park's own rescue team has rescued and released 9 Sunda pangolins in the current reporting period.
- Removal of 3,857 wildlife traps and 157 arrested violators within the protected forests
- Installed 10 wildlife law billboards around key entry points of the largest protected area Cat Tien National Park

5. Impact on species in focus

Although the project is still in its beginning stages, so far, direct results to our focal species include:
- Rescues of Sunda pangolins are in decline, meaning trade is beginning to slow down
- Released a total of 23 Sunda pangolins in Cat Tien National Park (+9 from the park itself, so total is 32)
- Site protection has improved with a higher focus on wildlife trap removal and poacher arrests, which is the most significant threat to pangolins.

6.   Project support to poverty reduction

The current reporting period has not made significant progress in addressing poverty reduction, besides increasing the knowledge on wildlife hunting, trade, and consumption laws which may lead to lack of financial penalties for local people. However, this project is a part of a greater effort by SVW to begin the incorporation of communities in more effective nature conservation efforts.

This project

First, we plan to begin targeting local hunters and impoverished communities around the key sites with site-specific demand reduction and conservation-positive messaging, we then plan to engage local hunters and traders in the communities in seeking alternative livelihoods.

SVW advocacy

We have already begun our involvement with the central-level revisions of Decree 01 (on ranger welfare, responsibilities, and roles). We are trying to advocate for an improved policy on local guardianship of protected areas and natural areas surrounding their communities, similar to the PFES programs, but with legally recognized roles, powers, and responsibilities. We consider this type of community ranger to be a "Community Forest Guard" under the decree. We are also working to suggest revisions to Decree 06/84 on wildlife protection, to identify and potentially incorporate wildlife-conflict related compensation programs, so when elephants raid crops, there are viable means to compensate their losses, and prevent locals from seeking supplementary income from illegal harvesting of wildlife and forest products.

Next steps

While private sector livelihood alternatives as part of this project will be offered, we also intend to build up local ecotourism capacity for communities that are most likely to be hunting wildlife. Aside from this, we will begin another project to implement a pilot of our advocacy efforts which will establish the Community Forest Guard program, hiring local people to monitor forests, prevent illegal hunting, remove snare traps, and educate their communities on the values of wildlife. This program will also be offered as a part of the livelihood development and poverty reduction programs within the IWTCF project scope.

The beneficiaries of the program will be local communities who are affected by human-wildlife conflict (such as elephants raiding crops in Cat Tien, and otters raiding fish farms in UMT and UMH). Impoverished local people, PFES households, and local hunters/traders already involved in wildlife trafficking.

All project components this year are still a work in progress, and therefore there are no notable achievements in the intended outcomes yet.

7.   Gender equality and social inclusion

We currently have the only female anti-poaching member in Vietnam working in Cat Tien National Park (Le Thi Ngoc Lam), coordinating anti-poaching activities and patrolling in the field. We consider this a great achievement, because very rarely do women get involved in forest protection services (like rangers and forest guards).

Please quantify the proportion of women on the Project Board[1].	**7** – 1 anti-poacher, 1 education outreach coordinator, 1 demand reduction coordinator, 1reduce demand officer, 1 project coordinator, 1 financial staff, 1 administration staff.
Please quantify the proportion of project partners that are led by women, or which have a senior	Project partners are government managers and staff of the three key sites, consisting of **7.7% female representatives.** It is because most of

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[1] A Project Board has overall authority for the project, is accountable for its success or failure, and supports the senior project manager to successfully deliver the project.

leadership team consisting of at least 50% women[2].	staff are rangers, the type of jobs which did not get much attention from women.

8. Monitoring and evaluation

In the first year, our project has established viable and comparable baselines to evaluate our progress moving forward. The SMART data system has been incorporated into the patrols of anti-poaching team members and rangers alike; we expect our improved data model to be incorporated into local and provincial criminal databases to include poacher data from Interagency law-enforcement departments in each key site by the project end for improved compatibility and analysis of penalties issues and follow ups on arrests. As a first step, the project has included specific references to Vietnamese forestry law regarding penalties for illegally hunted, traded, or trafficked animals by level of threat classification and rarity into the SMART data models as classified on Decree 84 and the Penal Code.

The project has identified a lack of comparable baselines for some outcomes, such as the decrease in animals killed by snare traps in the three key sites and the robust knowledge of hunters, traders, and trafficking networks around the sites, the demand for wildlife products, and overall knowledge of local people on wildlife laws and conservation issues. However, the team has established baselines for these missing outcomes to compare later, such as the arrest records for all arrested poachers, penalties issued for threatened wildlife-related crimes, and background surveys in the three key sites.

The project aims to achieve a 25% decrease in traps, illegal encampments, and offenders recorded in the park by patrolling effort by quarter 2 year 2, a 50% decrease by quarter 2 year 3, and >50% by the end of the project period in each key site. The team expects to establish a more robust dataset of hunters and local traders around national parks, which can be built into a network analysis of traders and traffickers later in the project.

Our formal partners, such as protected area managers and forest rangers, are involved in the M&E work, and information is all SMART data is shared among stakeholders for adaptive management and patrol planning. The project has identified areas for improvement, such as the lack of standardised collection methods for prior documentation of illegal activities and the need for rangers to improve their wildlife identification skills in the key sites. The project expects to see improvements as the project progresses, although the team expects fluctuations in the next annual report due to the lack of records in some areas. Overall, the project's M&E approach appears to be suitable for the project.

9. Lessons learnt

Some sites were more willing than others to participate in the SMART program, either due to reluctance to adopt a new and unknown site protection method and technology, or not wanting to have their work constantly monitored. All issues were resolved with some interventions by government mandate, but most were cleared by presenting on the effective use cases of the site protection model and how well it works.

Once adopted, the standardised data recording of all rangers on SMART is very effective and allows some comparability among sites and their most common threats.

There is still an issue with data management and cleaning, since occasionally patrols forget to turn their tracks off, leading to hours of patrol tracks outside of patrols, which need to be trimmed by data managers. While SVW currently manages the data, capacity must be built for each ranger to take over this task by the project end.

There were slight changes to the data model that will be deployed at a national scale, but SVW worked alongside VN Forest and other stakeholders to show the success of the Pu Mat model and have established it as the backbone of the national model.

Poachercams are effective, however they are not able to be deployed in all places since they require cellular connectivity. Unfortunately, in deep forest areas where they would be most useful, they will not

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[2] Partners that have a formal governance role in the project, and a formal relationship with the project that may involve staff costs and/or budget management responsibilities.

work. So we have instead created a boundary system at access points into the forest where they work effectively as an early warning system.

So far, the project is still in its early stages, and there have not been any significant drawbacks other than lack of records at some sites like UMH. We currently have our SMART admin team from Pu Mat going to each of the three sites for two weeks at a time to examine the working schedules, effectiveness, and limitations of each site and provide recommendations for improvement

Since the majority of our work takes place at the community level (law enforcement, alternative livelihoods, demand reduction), we have worked closely with local government agencies to ensure that our proposed activities are carried out. This process often goes through various administration stages and takes up more time than expected, while also being subject to the political climate of local government or park management at project sites. This can result in serious delays of our project activities or conflicts with local governments that can negatively affect our ability to implement the project as planned. The team should try to make a detailed plan for requesting approval and implementation well ahead of time to 1) avoid their regular busy periods; 2) allow time for the administration process; and 3) be aware of any existing political/management conflicts in the agencies that we are collaborating with.

The formal partner at the central government level should ideally be secured before or soon after the start of our project to ensure a smoother and quicker administration process for project activities and programming. Save Vietnam's Wildlife is currently seeking to establish a formal partnership with the Environment Police Department of the Ministry of Public Security; however, we are still in the discussion stage. Having a partner at the national level not only helps to shorten the administration process but also solidifies the importance of our project to local governmental partners.

10. Actions taken in response to previous reviews (if applicable)

Please use this section to respond to any feedback you received when your project was funded, if appropriate.

11. Risk Management

Data security concerns have caused managers to take their SMART Connect intelligence data offline when we were using a survey provided by Wildlife Protection Solutions (WPS). We have now transitioned to a localised Vietnamese server to accommodate their concerns and intend to proceed with installing all data into the cloud by May 2023.

While in Cat Tien and UMT there have been significant improvements in patrolling activity, snare removal, and poaching mitigation, in UMH there have been a few issues with management disagreeing with the use of SMART; however, after the central government forestry agency VN Forest issued a nationwide program with GIZ on use of the SMART model, and since then they have recently compiled. That said, if they are not comfortable with using SMART as we usually do, we will transition to a "problem-oriented patrolling" strategy and focus more on human-wildlife conflict (mostly between otters and local fish farmers), population monitoring, and trap removal only.

PoacherCams have been purchased and are still en route to Vietnam as the shipping and permitting requirements take quite a lot of time. Cat Tien is already implementing 5 PoacherCams borrowed from Pu Mat National Park, but still need to identify more viable placement locations, and require training on data management and reporting

Overall, none of the issues of this project have been significant enough to change any intended outputs or outcomes.

12. Other comments on progress not covered elsewhere

We have coordinated with Thailand Department of National Parks, and WCS Thailand to visit Khao Yai NP, Thap Lan NP, and Sakaerat Environmental Research Station. The objectives of the trip are to learn: 1) best practices in the use of SMART and patrol planning; 2) learn about the power of the rangers (to make arrests, issue penalties, use of firearms and force when needed); 3) learn about local

community involvement and forest protection; 4) learn about sustainable ecotourism and how it finances PA forest protection and conservation activities. The trip is planned for early May, although we had intended to begin the trip earlier. However, the Thailand DNP had not responded for some time due to internal issues with the DNP chief being arrested for corruption (https://www.bangkokpost.com/thailand/general/2476384/dnp-chief-faces-additional-probe-into-misconduct). We now have properly corresponded with DNP and WCS who have both been incredibly helpful in organising the tour effectively. (evidence: Thailand Trip)

13. Sustainability and legacy

- **What evidence is there for increasing interest and capacity resulting from the project?**

There is increasing interest in the project shown by the MOUs signed early on by each of our primary partners, and evidence of capacity resulting from the project as all of the rangers in each key site are already contributing to our SMART database.

- **Please describe any action you have taken as part of the project's open access plan.**

The project has several aspects that cannot be made open-access, since law enforcement and intelligence data is sensitive and also owned by the government. However, we do plan to release a series of technical reports with condensed information of all law enforcement data (such as the SMART programs, successes, limitations, and lessons learned), our background research campaigns, and demand reduction initiatives. We will post these finalised reports from the project directly to our website, we will report on highlights in our social media platforms, and we will condense the activities, outputs, and outcomes into monthly newsletters for our board of directors and other stakeholders.

- **Are the intended sustainable benefits post-project still valid given the project is now running, or have you, or are you planning to, make changes to what was originally proposed?**

We believe it is too early on in the project to say anything for certain. However, regarding the use of SMART in protected areas of Vietnam, the central government recently mandated its use and established a national model (largely based on SVWs data model) that PA managers will need to follow to monitor and evaluate their protection efforts. We believe this is a huge step forward in the sustainability of our project outcomes. As for demand reduction, the central government convened to elevate the issue on a national scale which is a promising development (https://www.thiennhien.net/2023/03/27/thuc-day-cac-no-luc-bao-ton-dong-vat-hoang-da/)

- **Likewise, how do you plan to ensure a sustained legacy (e.g. social, economic, ecological, technical etc.) of your project Outcome?**

We hope to sustain the legacy of this project through the IWTCF activities and other projects being run under SVW and in collaboration with other NGOs and government stakeholders. We hope that training forest rangers for SMART and the national mandate will continue the longevity of the effective protection efforts in each key site. We hope that our other projects to establish Community Forest Guards that are legally recognized will have an impact for demand reduction in buffer zone communities as well, since these buffer zones are often ground zero for the illegal wildlife trade chains. We would like to continue to identify IWT networks moving forward and eliminate them via coordinated law enforcement efforts, and we believe this project will help to create that coordinated system throughout the provinces of our key sites.

14. IWT Challenge Fund identity

The project has made efforts to publicise the IWT Challenge Fund and UK government's contributions to our project's work through visitation posts of the DEFRA and ministry teams (https://www.facebook.com/svw.vn/posts/pfbid021zoF8rFG6jkfZt5HRu1QrR5Q6WPypbMMoQj4iYtT1 pjP26Z7E5PQVRcuP1Zj7Aa2l), followed by links back to our website with further information about the IWTCF project (https://svw.vn/2023/04/the-uk-secretary-of-state-for-environment-food-and-rural-affairs-visits-svw-to-learn-about-wildlife-conservation-efforts-in-vietnam/?fbclid=IwAR1onYJ-50CDuvABZalbFozRYrNXMOQydou9mzE4a7chF6-u0Z0P8o8uICc). This was also published on

Vietnamese media outlets (https://thanhnien.vn/anh-cam-ket-hop-tac-voi-viet-nam-trong-bao-ve-cac-loai-dong-vat-hoang-da-185230413231940414.htm?fbclid=IwAR3oU2hr-6yptARZuupRRBUxEjCKyA6n0jYckGSTIr7edDMh0AcUFDtDBXg)

Additionally, the contributions of the IWTCF project and logo have been added in our organisation's profile document (see here: SVW Profile)

To what extent is there an understanding of the IWT Challenge Fund within the host country and who is likely to be familiar with it?

IWT Challenge fund is only known among conservation NGOs in Vietnam, as the fund primarily pertains to their work.

If you have a Twitter/Instagram/Flickr/Blog/YouTube etc. account is this effective and have you linked back to the Biodiversity Challenge Funds / IWT Challenge Fund and its social media channels?

We added IWT's supports & their logo on our donor website page and linked back to the website (https://svw.vn/donor-partners/)

A post we re-share the winner announcement of IWT on UK Government website (https://twitter.com/SVWpage/status/1551600810504495104)

15. Safeguarding

Biodiversity Challenge Funds are committed to supporting projects develop and strengthen their safeguarding capabilities and capacity to prevent, listen, respond and learn. Defra will not automatically penalise projects where safeguarding concerns are identified, but will help projects respond and learn from the experience.

Has your Safeguarding Policy been updated in the past 12 months?	**Yes**/No
Have any concerns been investigated in the past 12 months	Yes/**No**
Does your project have a Safeguarding focal point?	**Yes**/No Our safeguarding focal point is our HR admin Ut Duong ▮▮▮▮▮▮
Has the focal point attended any formal training in the last 12 months?	Yes/No [*If yes, please provide date and details of training*]
What proportion (and number) of project staff have received formal training on Safeguarding?	**Past**: 3% (1 person) **Planned:** 6% (4 HR staff) All HR staff require safeguarding training from the HR admin when hired. All SVW staff are trained in SVW organisational policies (including safeguarding) when hired.

Has there been any lessons learnt or challenges on Safeguarding in the past 12 months? Please ensure no sensitive data is included within responses. **None to report.**
Does the project have any developments or activities planned around Safeguarding in the coming 12 months? If so please specify. **None planned.**

16.   Project expenditure

Please expand and complete Table 1. If all receipts have not yet been received, please provide indicative figures and clearly mark them as Draft. The Actual claim form will be taken as the final accounting for funds.

Table 1: Project expenditure <u>during the reporting period</u> (April 2022-March 2023)

Project spend (indicative) since last Annual Report	2022/23 Grant (£)	2022/23 Total actual IWTCF Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs (see below)				
Consultancy costs				
Overhead Costs				
Travel and subsistence				
Operating Costs				
Capital items (see below)				
Others (see below)				
TOTAL	385,155	197,560		

Highlight any agreed changes to the budget and <u>**fully**</u> explain any variation in expenditure where this is +/- 10% of the budget. Have these changes been discussed with and approved by IWT Challenge Fund?

We have planned and proposed to implement projects for seminars, trainings, surveys, demand reduction campaigns, etc. to our commune, district, provincial partners and national parks, however, on their sides, all 3 national parks have changed about the highest- level personnel **(name, investiture time)** and these leaders need time to adapt, arrange and organize internal activities and cooperation mechanism with SVW. These changes lead to partners not fully getting involve in the project implementation. In addition, the application for seminars, demand reduction campaigns, etc. involves many localities in the buffer zones and requires the participation of many local management departments **(name of depts…)** from the provincial, district and commune levels to consider, revise and then approve the implementation of these activities, which was really difficult and took longer than original plans. **We organized…. meeting with….. (which departments, including how many consultants).** These reasons lead to the project implementation is not seamless and dilatory. Unlike Cuc Phuong and Pu Mat in the North and Central, this is the first time we have implemented the project in the South of Vietnam, so these problems occurred outside of the original plan with the new project areas, new employees, new partners and new intervention methods, it is hard to avoid risks and unexpected things that are out of control.

Besides, another serious problem occurred for our Southern project ,the entire matching fund for this project was not paid by the partial sponsor of the project. We worked a lot with them **(how many online meetings, face-to-face....)** on this issue but the results really failed compared to the initial pledge and agreement between us. This incident caused a lot of unforeseen disturbances in the staffing plan of the anti-poaching team, the plan to work with forest rangers and the plan to purchase equipment.

Table 2: Project mobilising of matched funding during the reporting period (1 April 2022 – 31 March 2023)

	Matched funding secured to date	Total matched funding expected by end of project
Matched funding leveraged by the partners to deliver the project.	███████████████	███████████████
Total additional finance mobilised by new activities building on evidence, best practices and project (£)	███████████████	███████████████

17. OPTIONAL: Outstanding achievements or progress of your project so far (300-400 words maximum). This section may be used for publicity purposes

I agree for the Biodiversity Challenge Funds Secretariat to publish the content of this section (please leave this line in to indicate your agreement to use any material you provide here).

File Type (Image / Video / Graphic)	File Name or File Location	Caption, country and credit	Online accounts to be tagged (leave blank if none)	Consent of subjects received (delete as necessary)
████████████	Cat Tien	Vietnam		No
https://www.youtube.com/watch?v=gc6uE9VTQcs	otter group detected by camera traps	Vietnam		Yes

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
Impact Illegal wildlife trade chain in Vietnam is dismantled from the bottom up		(Report on any contribution towards positive impact on illegal wildlife trade or positive changes in the conditions of human communities impacted by illegal trade e.g. steps towards alternative and sustainable livelihoods) Illegal wildlife trade is a significant threat to biodiversity and human communities in our three project sites. Save Vietnam's Wildlife (SVW) implemented a project supported by IWT Challenge Fund in U Minh Thuong, U Minh Ha, and Cat Tien National Park to mitigate its impact and improve affected communities. We have applied SMART software to improve law enforcement and monitoring, installed 10 billboards, and conducted three small-scale research on 1622 local people to create a demand reduction database. SVW aims to reduce the impact of IWT on vulnerable species like pangolins and raise awareness of its negative effects on biodiversity and human communities	
Outcome 1: Poaching and IWT of threatened species within and surrounding keysites has reached near-zero levels. Communities receive benefits from alternative incomes.Surrounding communities	(Insert **agreed** Outcome level indicators) **Strengthening law enforcement & Ensuring effective legal frameworks** **0.1** 100% of 216 rangers trained in SMART mobile and using	(Report against the indicators on progress towards achieving the project Outcome) **Strengthening law enforcement & Ensuring effective legal frameworks** SVW provided training on SMART to 182 rangers across three key project	(Highlight key actions planned for next period) SVW is going to conduct a training course on SMART for 35 participants from 24th to 28th April 2023. We also

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
value biodiversity and disavow wildlife trade/consumption	PoacherCams by Quarter 3 of year 2 and **0.2** attitudes of 2000 community members with equal gender representation around Cat Tien on biodiversity loss, law enforcement, and poaching assessed by Quarter 3 of year 3. **0.3** at least 75% of police, rangers, anti-poaching teams, and local authorities of 10 districts joined (alcohol-free, for female inclusion) workshops and have established collaboration mechanisms by Quarter 4 of year 2 **0.4** collaboration mechanisms between law enforcement to close the gap in the between arrests and prosecutions implemented in at least one key site by the quarter 4 of year 2, and in all three sites by project end. **0.5** Due to increased anti-poaching effectiveness, law enforcement collaborations, and public awareness efforts, and inclusive efforts, poaching has reached near-zero levels in 3 key sites by the project end **Improving community capacity and developing sustainable livelihoods to benefit people directly affected by IWT**	sites in 2021 as part of our support for various other projects. However, due to ranger turnover and job transfers, there is a need for updates to SMART, making it necessary to conduct re-training for the rangers. The MoU between SVW and three NPs signed in 2019, valid in 5 years in order to safeguard the NP in good condition with 3 major components of this project **Improving community capacity and developing sustainable livelihoods to benefit people directly affected by IWT** Initially, we are reaching out to the Environmental Police Department and governors of five provinces to promote a coordinated plan for implementing a campaign that integrates three key components: strengthening law enforcement and legal frameworks, developing sustainable livelihoods for those directly impacted by IWT, and reducing demand for IWT products. This plan will be further integrated into the larger workshops, covering the provinces of Dong Nai, Lam Dong, Binh Phuoc, Ca Mau, and Kien Giang, which will also include the "Four launching workshops" aimed at engaging government officers to participate in the program.	plan for 3 training courses more for the next 1 year under IWT's support **Improving community capacity and developing sustainable livelihoods to benefit people directly affected by IWT** The launching workshops combine the key components of the project, which are strengthening law enforcement, developing sustainable livelihoods for those directly impacted by the project, and reducing demand for wildlife products. The workshops take the important prerequisites for SVW to implement further interventions within the project framework and towards the overarching goal of dismantling the illegal wildlife trade chain in Vietnam from the bottom up.

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
	0.6 By Quarter 3 of year 2, 85% of forest environmental services (PFES) members around key sites who joined training will have the knowledge to effectively carry out their tasks. Gender gaps in PFES contract issuance are identified and mitigation actions are issues to government and corporate stakeholders to make improvements. **0.7** By the end of year 3, income from PFES as a source has been maintained by >90% of PFES members, and alternative income sources from partnered corporates have been offered and continued for poachers and illegal wildlife traders that have been targeted. >90% of contracted households report stable or increasing income as a result. **0.8** 60% of professional poachers identified have been engaged about alternative job opportunities by the end of year 3 and have increased income levels by the project end. **0.9** By the project end >90% of local community members surveyed (including PFES and hunters targeted for alternative livelihood options) value biodiversity more and have reported no financial need to hunt wildlife. **Reducing demand for IWT products.**		

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
	0.10 By quarter 4 year 1, all targeted local authority agencies and media in 3 key sites have joined local stakeholders and NGOs to participate in behaviour change campaign launching workshops and brainstorm specific ways to establish trade-offs that prevent wildlife extinctions and reduce community needs (or wants) to illegally hunt and trade wildlife. **0.11** By quarter 2 year 2, 80% governmental officers in targeted districts around three key sites have signed and committed to their pledge to not consume products from forest-sourced wildlife. **0.12** By quarter 2 year 2, local restaurants that sell wild meat around three key sites are identified. 80% of identified restaurants have participated in restaurant campaigns, signed pledges, and received wildlife-free certification signed by local authorities. **0.13** By quarter 4 year 3, the number of people surveyed that are not willing to consume any wild meat products increased by at least 50%. **0.14** By quarter 4 year 3, 50% of people surveyed recognize particular species as legal or illegal to trade and purchase		

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
Output 1. Inter-agency law enforcement surrounding three key pangolin sites have established a formal partnership and have the capacity to understand IWT issues, collaborate intuitively, and utilise data sharing and technological advancements to combat illegal wildlife trade more effectively	(Insert original output level indicators) **1.1** Criminal database revised to include poacher data from SMART in Interagency law-enforcement departments of three provinces by 2025. **1.1** 25% decrease in traps, illegal encampments, and offenders recorded in the park by patrolling effort (e.g. traps detected per km patrolled) by quarter 2 year 2, 50% decrease by quarter 2 year 3, and >50% by the end of the project period in each key site. (approximate baseline established in year 1) **1.1** decrease in animals killed by snare traps in three key sites (baseline established in year 1) **1.2** Robust knowledge of hunters, traders, and trafficking networks established around three key sites by the end of year 2 (baseline = 0) **1.3** 100% of Penalties have been effectively issued for all arrested poachers for threatened wildlife-related crimes in three key sites following initial interventions in the quarter 2 and 3 in the first year and quarter 1 and 2 in the second year (baseline established by year 2) **1.3** Penalties for any trafficking incidents related to Sunda pangolin, Hairy-nosed otter, Asian elephant, and Fishing cat in Dong Nai, Ca Mau, and	(Report general progress against indicators, comment on their appropriateness, and reference where evidence is provided e.g. *Evidence provided in section 3.2 of report and Annex X))* To combat illegal wildlife trade (IWT), various field guides and manuals have been created to assist with product identification, classification, and recording. SMART mobile is used for collecting field data, and there is a specific guideline for propagation. At Cat Tien National Park, one criminal network has been identified, and two individuals have been caught for illegal wildlife shipments. Patrol efforts have been significant, with 138 staff performing 6,819 patrols over 8,262 days, covering 105,561 kilometres and 42,905 hours. Compared to the previous term, patrol activities have increased by approximately 20%. At U Minh Ha National Park, 48 officers performed 638 weeks of patrols over 669 days, covering 5,688 kilometres and 3,457 hours. At U Minh Thuong National Park, 33 staff performed 971 patrols over 983 days, covering 7,486 kilometres and 2,367 hours. During patrols, 88 people were detected, of which 29 were recorded, 9 trees were exploited, 16 animals were hunted, 5 camps were discovered, 2,517 traps were found, and 7 guns were confiscated. At U Minh Ha National Park, only one case was detected involving one violator and three traps. At U Minh Thuong National Park, 13 people were discovered, four animals were hunted, and 99 traps and 116 fishing tools were found and removed according to SMART data patrol frequency. Patrol efforts varied across parks. At Cat Tien National Park, patrols occurred on average 852 times per month, 1,032 days per month, covering 13,195 kilometres and 5,363 hours per month. At U Minh Thuong National Park, patrols occurred on average 124 times per month, 125 days per month, covering 959 kilometres and 303 hours per month. At U Minh Ha National Park, patrols occurred on average 79 times per month, 83 days per month, covering 711 kilometres and 432 hours per month.	

Project summary	SMART Indicators	Progress and Achievements April 2022 – March 2023	Actions required/planned for next period
	Kien Giang provinces have been followed through to court and punishment has been issued following year 1 of the project (baseline established by year 2) **1.3** Number of reported Sunda pangolin trafficking seizures in Vietnam has decreased by at least 15% each year from the 5-year national average (baseline = 204 individuals; from 2017-2021; recorded by Save Vietnam's Wildlife) as a result of three key sources being cut off. **1.4** improved legal framework leading to faster turnaround between arrest of poachers and fining process is established following interventions in year 1, up to quarter 2 of year 2 **1.4** increase in Sunda pangolins seized and released safely back into the wild at well-protected key sites in year 1, 2, and 3 (baseline =) **1.5** Digital connectivity between sites is established by quarter 1 of year 3 through SMART Connect database, so comparisons in site patrolling efforts, illegal activity, and species targeted by hunters can be made to inform adaptive management efforts	Two cases of wildlife crime have been submitted for prosecution, resulting in 24 people being charged at Cat Tien National Park and three people charged at U Minh Thuong National Park. SVW is currently revising and amending three main decrees regarding wildlife, with full support from both human and financial resources. SVW has played a coordinating role in gathering stakeholders to contribute to amending decree 01/2019/NĐ-CP, which is vital for increasing the welfare of rangers and forest guards in protected areas. Multiple meetings and workshops have been held with stakeholders to advocate for the amendment. For decrees 06/2019/NĐ-CP and 84/2021/NĐ-CP, CITES Vietnam and VNFOREST have been assigned to write a new law to replace them, with SVW collaborating in the process. The first workshop to discuss and write the frame of the new decree was held on April 7, 2023, with the participation of various stakeholders. SVW is committed to supporting the process until the end, including assessing, discussing, subject discussion, regional workshop, and national workshop. The initial discussion is to merge decrees 06/2019/NĐ-CP and 160/2013/NĐ-CP as they deal with the same subject and overlap	
Activity: 1.1 Four training courses on SMART with forest rangers		(Report completed or progress on activities that contribute toward achieving this Output)	(Outline what will be carried out in the next period) One training course on Smart will be held from 24th to 28th April 2023

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Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
		We haven't conducted the training courses on SMART during reporting time	Three training courses on Smart are planned within the next one year
Activity 1.2 : Four training courses on illegal wildlife, collecting evidence, FirstAid, wildlife law, law enforcement lesson learnt. Equipment purchased and dispersed for SMART program in key sites		In November 2022, two workshops on law enforcement were held in U Minh Thuong and U Minh Ha National Parks, respectively. The workshops were attended by a total of 75 participants, including rangers, policemen, and other relevant stakeholders.	Two workshops have been held on this subject on 18th and 20th April 2023.
Activity 1.3 Thailand trips for rangers and anti poaching members to learn law enforcement, poacherCam, and community forest protection		Preparations for the study tour in Thailand have been finalised. A total of 22 people, including SVW anti-poachers, directors of 5 national parks who are strategic partners of SVW, and core rangers, are expected to participate. The primary goal of the trip is to learn about law enforcement, poacherCam, and community forest protection, while also exchanging experiences on the point models being implemented in national parks with SVW's support, towards achieving the project's main objectives.	The study tour is going to be conducted from 8th to 14th April 2023
Activity 1.4: Extracting and analysing data of hunters and local traders around three key sites		The anti poaching team collects, analyses, and synthesises data on potential violators, hunters, and locals engaged in illegal wildlife poaching and trade. Based on this, we have compiled a list of such individuals and entities that are being monitored by the anti-poaching team and rangers.	SVW continues to strengthen the monitoring of the people on the prepared list as well as, we promote raising their awareness about wildlife protection along with educating them about the legal penalties if they violate.

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Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
Activity 1.5: Four workshops on strengthening law enforcement and action plan to combat illegal trade at 4 provinces: Ca Mau, Kien Giang, Dong Nai, Lam Dong-Binh Phuoc		Not implemented yet	SVW is working with Environmental Police Department, and leaders of 5 provinces to combine 4 workshops on strengthening law enforcement and action plan against illegal trade, with 4 launching workshops to call on leaders and officials from government agencies and journalists to participate in the program into a large campaign consisting of 5 workshops covering 3 main components of IWT: strengthening law enforcement, livelihoods, and demand reduction (see activity 3.3)
Activity 1.6 Ten workshops on strengthening law enforcement and action plan to combat illegal trade for 10 districts (IWT issues, biodiversity, discuss ways to increase collaboration between police, rangers, anti-poaching teams, and local authorities, combat illegal trade action plan).		Not implemented yet	Will be implemented in 2nd fiscal year
Activity 1.7 Community survey in Cat Tien to assess baseline attitudes and knowledge on biodiversity, wildlife law enforcement & Vietnamese laws on wildlife crimes, and on hunting, trading and consuming wildlife.		Not implemented yet	Will be implemented in 2nd fiscal year
Activity 1.8 Twenty community workshops for 81 villages of 10 districts (IWT issues, biodiversity, law enforcement, livelihood alternatives, and to discuss ways to increase collaboration between police, rangers, anti-poaching teams, and local officials)		Not implemented yet	Will be implemented in 2nd fiscal year
Activity 1.9 Annual meeting of performance evaluation		Not implemented yet	Will be implemented in 2nd fiscal year
Activity 1.10 Installing propaganda billboards around 3 National Parks.		10 propaganda billboards have been installed already around 3 National Parks	SVW is working with forest protection units to revise the design of 10 initial billboards for a new one. In the coming time, we will install 60 billboards (total 70 ones instead of 80 ones as planned)
Output 2. (Insert **agreed** Output)	(Insert **agreed** Output level indicators)	(Report against the indicators on progress towards achieving the Output)	

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
Community capacity and collaboration with local authorities have been built; communities are educated about penalties and punishments associated with poaching and are oriented toward sustainable sources of income and away from illegal wildlife hunting and trade	**2.1** Collaboration between SVW and local partners and local authorities in three key sites established and maintained in year 1, year 2, and year 3 **2.2** Collaboration between the project's partners and **corporates** established by quarter 4 year 1 and provided job opportunities for identified poachers at least to the end of year 3 **2.3** Ten 1-days training workshops provided for PFES members in quarter 1 and quarter 2 year 2 in three key sites. **2.4** Knowledge and understanding towards penalties and punishments associated with poaching of PFES members increased after participating in the PFES training workshops. **2.5** All PFES and rangers participated in PFES training workshops provided with an educational PFES training tool kit and trained how to use it effectively in quarter 1 and quarter 2 year 2. **2.6** All PFES and rangers used an educational PFES training tool kit in their work between quarter 3 year 2 and quarter 4 year 3 to effectively manage their designated forest areas. **2.7** Community members have gained more interest, engagement, and/or are employed by local or partnered corporations. . **2.8** At the end of year 3, statistics from the anti-poaching team and local authorities show a >50% reduction of poaching activity in the covered area.	SVW is currently working to establish connections with businesses and companies located in the project area in order to identify potential job opportunities for individuals residing in the buffer zone of the three national parks. This is a crucial undertaking aimed at enhancing the quality of life and income of these individuals through sustainable livelihoods, while also leveraging the available resources to reduce pressure on forest natural resources and wildlife. Ultimately, this effort will support the overarching objective of the project by promoting the well-being of local communities.	

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Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
	2.9 At the end of year 3, hired workers for alternative job opportunities and PFES contracted members have improved household income.		
Activity 2.1 Ten workshops for 1.250 PFES members. Women contracted by PFES are encouraged to join the training and provide accommodation for children if necessary		Not implemented yet	Will be implemented in 2nd fiscal year
Activity 2.2: Corporates engagement to follow alternative job opportunities offered for signed-up poachers and evaluate possible income increase		Not implemented yet	Will be implemented in 2nd fiscal year
Output 3. Collaboration with local authorities and media towards demand reduction actions has been built and maintained; the first baseline ever toward demand reduction in 4 areas of 3 key sites created for conservation actions needed. A series of conservation actions toward demand reduction intervened in the area for the first time, therefore, impacting their awareness, attitude, and behaviour of consuming wildlife products.	**3.1** Collaboration between SVW, local partners with local authorities and media in 4 areas of three key sites established and maintained in year 1, year 2, and year 3. **3.2** By quarter 3 year 1, four research finding reports (that analysed data collected from 4 small-scale background research by quarter 2 year 1), have done and provided a baseline to develop a conservation action plan, especially interventions toward demand reduction of wildlife products. **3.3** By quarter 3 year 1, an action plan toward demand reduction for each area of 3 key sites has been built by relevant project stakeholders after participating in the launching workshop. **3.4** By quarter 3 year 1, a set of intervention and campaign materials developed and widely intervened in 4 areas of 3 key sites **3.5** Coalition of signatories have come together to disavow wild meat consumption and IWT.	Three surveys were conducted to gain an overview of demand reduction and to understand the attitudes, habits, and behaviours of 1622 local residents towards wildlife products. The results of these surveys will help in adjusting the project's interventions to better address the actual situation in the buffer zone.	

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
	3.6 Network of wildlife-free restaurants has been created to disavow IWT. **3.7** Community and local authority members have gained more interest, and engagement to messages and knowledge from the anti-wild-meat-consumption campaign **3.8** Wild meat consumption reduced and negative perspectives on consuming wild meat increased in local communities around 3 key sites. **3.9** Reduced or near-zero cases of pangolin sales are identified within key site provinces and no large-scale operations occur within the last year of the project period (50 individuals were seized at once from Ca Mau in 2018).		
Activity 3.1. Four small-scale background research in 4 areas of 3 key pangolin sites national park		Three surveys were conducted to gain an overview of demand reduction and to understand the attitudes, habits, and behaviours of 1622 local residents towards wildlife products. The results of these surveys will help in adjusting the project's interventions to better address the actual situation in the buffer zone	The data of three surveys will be utilised to develop issues concerning campaign interventions, which will include two surveys before and two surveys after the intervention to facilitate delivery and evaluation
Activity 3.2. Two pre-intervention and two post-intervention surveys for delivering and evaluating campaign interventions		Not implemented yet	Will be implemented in 2nd fiscal year
Activity 3.3. Four launching workshops to call on leaders and officers from governmental agencies, and journalists to participate in the program.		Not implemented yet	Will be implemented in 2nd fiscal year
Activity 3.4. Posters campaign: Install 2000 posters sized 60x80 cm with frame at governmental agencies' offices, restaurants, and public places in 10 towns and 18 communes of 10 districts (200 poster/district)		Not implemented yet	Will be implemented in 2nd fiscal year

Project summary	SMART Indicators	Progress and Achievements April 2022 - March 2023	Actions required/planned for next period
Activity 3.5. Billboard campaign: Installing 150 large two-size billboards in central locations, main roads and concentrated crowd areas in 10 towns and 18 communes of 10 districts (15 billboard/district)	Not implemented yet		Will be implemented in 2nd fiscal year
Activity 3.6. Propaganda short films, communication work: Produce 3 propaganda films, work with local and national media/communication agencies	Not implemented yet		Will be implemented in 2nd fiscal year
Activity 3.7. Media cost for Demand Reduction Program: Facebook, website, and media agencies.	Not implemented yet		Will be implemented in 2nd fiscal year
Activity 3.8. Community Nights: Organise 36 Community Nights at 18 communes (2 night/commune)	Not implemented yet		Will be implemented in 2nd fiscal year
Activity 3.9. Restaurant campaign: Working with local authorities and relevant governmental bodies to involve identified restaurants selling wildlife in 10 districts	Not implemented yet		Will be implemented in 2nd fiscal year

Annex 2: Project's full current logframe as presented in the application form (unless changes have been agreed)

Project summary	SMART Indicators	Means of verification	Important Assumptions
Impact: Illegal wildlife trade chain in Vietnam is dismantled from the bottom up .			
Outcome: Poaching and IWT of threatened species within and surrounding keysites has reached near-zero levels. Communities receive benefits from alternative incomes.Surrounding communities value biodiversity and disavow wildlife trade/consumption	0.1 100% of 216 rangers trained in SMART mobile and using PoacherCams by Quarter 3 of year 2 and 0.2 attitudes of 2000 community members with equal gender representation around Cat Tien on biodiversity loss, law enforcement, and poaching assessed by Quarter 3 of year 3.	**Strengthening law enforcement & Ensuring effective legal frameworks** 0.1 Certificates of participation 0.1 Annual SMART reports 0.1 1 SMART software training manual and best-practices document 0.1 1 video playlist of tutorials in Vietnamese on using SMART 0.2 Technical report	**Strengthening law enforcement & ensuring effective legal frameworks** 0.1 Workshops occur as scheduled without Covid-19 disruptions are key members being absent 0.1 All rangers will be willing to adopt the new data collection model and share poaching data for comparative analysis 0.2 Local hunters will be willing to communicate their activities (important

Project summary	SMART Indicators	Means of verification	Important Assumptions
	0.3 at least 75% of police, rangers, anti-poaching teams, and local authorities of 10 districts joined (alcohol-free, for female inclusion) workshops and have established collaboration mechanisms by Quarter 4 of year 2 **0.4** collaboration mechanisms between law enforcement to close the gap in the between arrests and prosecutions implemented in at least one key site by the quarter 4 of year 2, and in all three sites by project end. **0.5** Due to increased anti-poaching effectiveness, law enforcement collaborations, and public awareness efforts, and inclusive efforts, poaching has reached near-zero levels in 3 key sites by the project end **Improving community capacity and developing sustainable livelihoods to benefit people directly affected by IWT** **0.6** By Quarter 3 of year 2, 85% of forest environmental services (PFES) members around key sites who joined training will have the knowledge to effectively carry out their tasks. Gender gaps in PFES contract issuance are identified and mitigation actions are issues to government and corporate stakeholders to make improvements.	**0.3** Technical report **0.4** Key personnel contact list database **0.4** Technical report **0.5** Technical report **Improving community capacity and developing sustainable livelihoods to benefit people directly affected by IWT** **0.6** A list of workshop attendees **0.6** Certificates of participation **0.6** pre- and post-evaluation report **0.6** Action plans **0.6** Media release **0.6** impact assessment on PFES activities **0.7** Annual official reports **0.7** pre- and post-intervention interviews **0.8** pre-and post-intervention income surveys for subset of PFES and targeted poachers **0.9** Post-survey technical report **Reducing demand for IWT products.** **0.10** Three technical reports **0.10** Media release **0.10** Behavioural change action plan	note: in Vietnam hunters are very open about their activities, it is unlike any other country). **0.3** All key authority members will join training and are willing to collaborate **0.4** Local authorities are willing to collaborate with the coordinator and one another **0.5** Poaching levels decrease based on our interventions **Developing sustainable livelihoods to benefit people directly affected by IWT** **0.6** A sufficient number of contracted households are willing to join the training. **0.7** Annual official reports about the PFES payment can be obtained from local authorities. **0.7** Lists of poachers and wildlife traders, as well as their contact information, can be obtained by our anti-poaching team as well as other local authorities. **0.7** Poachers would be interested in taking a full-time job rather than illegally hunting wildlife. 0.7 individuals can be reached for post-evaluation survey

Project summary	SMART Indicators	Means of verification	Important Assumptions
	0.7 By the end of year 3, income from PFES as a source has been maintained by >90% of PFES members, and alternative income sources from partnered corporates have been offered and continued for poachers and illegal wildlife traders that have been targeted. >90% of contracted households report stable or increasing income as a result. **0.8** 60% of professional poachers identified have been engaged about alternative job opportunities by the end of year 3 and have increased income levels by the project end. **0.9** By the project end >90% of local community members surveyed (including PFES and hunters targeted for alternative livelihood options) value biodiversity more and have reported no financial need to hunt wildlife. **Reducing demand for IWT products.** **0.10** By quarter 4 year 1, all targeted local authority agencies and media in 3 key sites have joined local stakeholders and NGOs to participate in behaviour change campaign launching workshops and brainstorm specific ways to establish trade-offs that prevent wildlife extinctions and reduce community needs (or wants) to illegally hunt and trade wildlife.	**0.10** Official government document on interagency wildlife demand reduction collaboration **0.11** A hard copy of all signed pledges. **0.11** A final report of the Pledge campaign on each project site. **0.12** An official government document on the restaurant campaign in each local site. **0.12** A final report of the restaurant campaign in each project site. **0.13** pre- and post-intervention survey report **0.14** pre- and post-intervention survey report	**0.8** surveyed individuals report the correct income **0.9** Our interventions were successful in their intended purpose and lack influence from unforeseen confounding factors. **Reducing demand for IWT products.** **0.10** facilitation of the collaborative workshops and discussions is productive and meetings are not disrupted or cancelled **0.11** Government officials agree with, and are willing to sign a public pledge not to consume wildlife products **0.12** Restaurants are willing to give up sales of animal products harvested from the wild, and willing to sign a public pledge expressing this. **0.13** Our interventions were effective and not confounded by unforeseen factors **0.14** Wildlife laws do not significantly change during our project period in terms of punishable offences

Project summary	SMART Indicators	Means of verification	Important Assumptions
	0.11 By quarter 2 year 2, 80% governmental officers in targeted districts around three key sites have signed and committed to their pledge to not consume products from forest-sourced wildlife. **0.12** By quarter 2 year 2, local restaurants that sell wild meat around three key sites are identified. 80% of identified restaurants have participated in restaurant campaigns, signed pledges, and received wildlife-free certification signed by local authorities. **0.13** By quarter 4 year 3, the number of people surveyed that are not willing to consume any wild meat products increased by at least 50%. **0.14** By quarter 4 year 3, 50% of people surveyed recognize particular species as legal or illegal to trade and purchase.		
Output 1: Inter-agency law enforcement surrounding three key pangolin sites have established a formal partnership and have the capacity to understand IWT issues, collaborate intuitively, and utilise data sharing and technological advancements to combat illegal wildlife trade more effectively	**1.1** Criminal database revised to include poacher data from SMART in Interagency law-enforcement departments of three provinces by 2025. **1.1** 25% decrease in traps, illegal encampments, and offenders recorded in the park by patrolling effort (e.g. traps detected per km patrolled) by quarter 2 year 2, 50% decrease by quarter 2 year 3, and >50% by the end of the project period in each key site.	**1.1** 2 weeks of SMART and law enforcement training workshops **1.1** 1 week of trans-boundary law enforcement and site protection training in Thai National Parks **1.1** Final technical report on SMART anti-poaching data trends and types of illegal activity in each key site with hotspots for patrols to target, and animals found in snare traps.	**1.1** Greater capacity to track and compare poaching data leads to greater numbers of successful prosecutions **1.1** The Government remains committed to adopting new software solutions, sharing data, and taking appropriate actions when offenders are caught. **1.1** Patrol equipment is effectively maintained throughout the project period.

Project summary	SMART Indicators	Means of verification	Important Assumptions
	(approximate baseline established in year 1) **1.1** decrease in animals killed by snare traps in three key sites (baseline established in year 1) **1.2** Robust knowledge of hunters, traders, and trafficking networks established around three key sites by the end of year 2 (baseline = 0) **1.3** 100% of Penalties have been effectively issued for all arrested poachers for threatened wildlife-related crimes in three key sites following initial interventions in the quarter 2 and 3 in the first year and quarter 1 and 2 in the second year (baseline established by year 2) **1.3** Penalties for any trafficking incidents related to Sunda pangolin, Hairy-nosed otter, Asian elephant, and Fishing cat in Dong Nai, Ca Mau, and Kien Giang provinces have been followed through to court and punishment has been issued following year 1 of the project (baseline established by year 2) **1.3** Number of reported Sunda pangolin trafficking seizures in Vietnam has decreased by at least 15% each year from the 5-year national average (baseline = 204 individuals; from 2017-2021; recorded by Save Vietnam's Wildlife) as a result of three key sources being cut off.	**1.1 3** maps of 80 wildlife crime billboard locations strategically erected at three key sites. **1.2** 45 days of community surveys carried out and 2000 records collected. **1.2** SMART Profile records collected by anti-poaching teams and rangers of people when caught hunting in the protected areas. **1.3** 5 weeks of holistic, collaborative workshops bringing together local, communal, district, and provincial stakeholders together. **1.3** arrest record, penalty/court case dates, or published articles on penalties issues to poachers identified from three key sites. **1.3** IWT seizure database records from SVW rescue centre network **1.4** New law enforcement procedural guidebook produced for recommended wildlife protection **1.4** post-release monitoring actions reported at each key site **1.5** Secure SMART Connect server established and coordinated between SMART data managers and law enforcement stakeholders	**1.2** Surveys go as planned without issues from Covid lockdowns, commune survey permission issues. **1.2** SMART database is maintained properly by all site data managers **1.3** Recordkeeping of hunters includes information that can be matched with administrative penalty documents. **1.3** provincial law enforcement will remain willing to share their court case data **1.3** pangolin seizure calls occur in Vietnam for the project period **1.3** pangolins are seized from the key sites in the first few years due to increasing collaborations capacity **1.4** Local law enforcement adopts recommendations on wildlife protection and monitoring guidelines for each key site **1.5** site managers are willing to share patrolling and anti-poaching data between one another

Project summary	SMART Indicators	Means of verification	Important Assumptions
	1.4 improved legal framework leading to faster turnaround between arrest of poachers and fining process is established following interventions in year 1, up to quarter 2 of year 2 **1.4** increase in Sunda pangolins seized and released safely back into the wild at well-protected key sites in year 1, 2, and 3 (baseline =) **1.5** Digital connectivity between sites is established by quarter 1 of year 3 through SMART Connect database, so comparisons in site patrolling efforts, illegal activity, and species targeted by hunters can be made to inform adaptive management efforts.		
Output 2 : Community capacity and collaboration with local authorities have been built; communities are educated about penalties and punishments associated with poaching and are oriented toward sustainable sources of income and away from illegal wildlife hunting and trade	**2.1** Collaboration between SVW and local partners and local authorities in three key sites established and maintained in year 1, year 2, and year 3. **2.2** Collaboration between the project's partners and corporates established by quarter 4 year 1 and provided job opportunities for identified poachers at least to the end of year 3 **2.3** Ten 1-days training workshops provided for PFES members in quarter 1 and quarter 2 year 2 in three key sites. **2.4** Knowledge and understanding towards penalties and punishments associated with poaching of PFES members increased after participating in the PFES training workshops.	**2.1** Three Memorandum of Understanding (MoU) of a 3-year collaboration between SVW and three key sites produced and signed in quarter 1 year 1. **2.1** Official documents to approve and state the participation of local authorities in each site produced, signed, and issued by quarter 4 year 1. **2.2** A list of local or partnered corporations identified. **2.2** An agreement document between local authorities and corporations in 3 sites. **2.3** A list of job opportunities that are possible and available for employing engaged poachers categorised and introduced to poachers in PFES training workshops.	**2.1** Local partners, governmental agencies, and targeted corporations in three key sites committed to collaborate and support the program as agreed. **2.2** Partnered factories and local corporates will agree to participate in training workshops, conducting job-fair sessions to share their hiring opportunities and information with workshop participants. **2.3** The list of active PFES households can be obtained and updated accurately. **2.3** Workshops occur as planned without disruption from Covid-19.

Project summary	SMART Indicators	Means of verification	Important Assumptions
	2.5 All PFES and rangers participated in PFES training workshops provided with an educational PFES training tool kit and trained how to use it effectively in quarter 1 and quarter 2 year 2. **2.6** All PFES and rangers used an educational PFES training tool kit in their work between quarter 3 year 2 and quarter 4 year 3 to effectively manage their designated forest areas. **2.7** Community members have gained more interest, engagement, and/or are employed by local or partnered corporations. . **2.8** At the end of year 3, statistics from the anti-poaching team and local authorities show a >50% reduction of poaching activity in the covered area. **2.9** At the end of year 3, hired workers for alternative job opportunities and PFES contracted members have improved household income.	**2.3** Materials for the training workshop are available including an invitation, workshop agenda, participant list, corporate list, employee engagement sign-up sheet. **2.4** An evaluation template used for pre-and post-training workshop surveys for workshop participants. **2.5** Education PFES training tool kits, and the guide on how to use the tool kits. **2.6** A monitor plan and monthly report template developed for PFES and rangers to update their implementation and use of the provided tool kit **2.6** A quarterly evaluation form template developed for PFES and rangers to evaluate the impact of the tool kit usage **2.7** A list of poachers who signed up for further engagement with corporate in 'job fair session' in PFES training workshops **2.7** A monitoring template to follow the engagement and employment between signed-up poachers with local corporates **2.7** Labour contracts signed between partnered factory facilities of SOI and local corporations shared with SVW. **2.8** SMART patrol reports and statistics from local authorities on illegal poaching activities. **2.9** A follow-up summary template was developed to follow the changes in incomes of the poachers who are	**2.4** Key targeted participants of the workshops are able to attend and engage in the workshops and complete pre-and post-training workshop surveys. **2.5, 2.6** PFES training tool kits are developed and used by targeted PFES members and rangers. **2.7** PFES households members are willing to participate in the training workshops and continue to engage with corporates. **2.8** Our project has an effect on poaching levels at each key site. **2.9** The government continues the PFES program, and renewable energy factories and local corporations agree to continue hiring PFES members.

Project summary	SMART Indicators	Means of verification	Important Assumptions
		employed by local corporations after the PFES training workshop. **2.9** Salary sheet or income reports of hired workers shared by the corporations to SVW/local authorities just for evaluation purposes.	
Output 3 : Collaboration with local authorities and media towards demand reduction actions has been built and maintained; the first baseline ever toward demand reduction in 4 areas of 3 key sites created for conservation actions needed. A series of conservation actions toward demand reduction intervened in the area for the first time, therefore, impacting their awareness, attitude, and behaviour of consuming wildlife products	**3.1** Collaboration between SVW, local partners with local authorities and media in 4 areas of three key sites established and maintained in year 1, year 2, and year 3. **3.2** By quarter 3 year 1, four research finding reports (that analysed data collected from 4 small-scale background research by quarter 2 year 1), have done and provided a baseline to develop a conservation action plan, especially interventions toward demand reduction of wildlife products. **3.3** By quarter 3 year 1, an action plan toward demand reduction for each area of 3 key sites has been built by relevant project stakeholders after participating in the launching workshop. **3.4** By quarter 3 year 1, a set of intervention and campaign materials developed and widely intervened in 4 areas of 3 key sites **3.5** Coalition of signatories have come together to disavow wild meat consumption and IWT.	**3.1** Three Memorandum of Understanding (MoU) of a 3-year collaboration between SVW and three key sites produced and signed in quarter 1 year 1. **3.1** Official documents to approve and state the participation of local authorities in each site produced, signed, and issued by quarter 4 year 1. **3.1** A list of media agencies created and connection with media maintained. **3.1** Media articles and reportages filming campaign activities released or broadcasted on media and communication channels throughout the project. **3.2** Materials for research developed including The same research questionnaire for four background research in 4 areas of 3 key sites; Four research data entries; Four research finding analysis report' One proposal of intervention development **3.3** Four official government documents (including action plan and assignment) have been signed and stamped by leaders of the local authority (Provincial or District People's Committee), and	**3.1** Local partners, governmental agencies in three key sites committed to collaborating and supporting the program as agreed. **3.2** 4 small-scale background research occurred and was completed as planned. **3.3.** Launching workshops occurred as planned with key targeted participants. **3.4** Intervention delivery occurred as planned without disruption from Covid-19 and unforeseen weather issues. **3.5** There are willing participants in the anti-consuming-wild-meat pledge. **3.5** Signatories are actively disavowing wild meat consumption, and do not participate in it themselves, violating their pledge. **3.6** Restaurant owners are willing to keep each other in check and not sell wild meat discreetly. **3.7** Comparative evaluation reports between pre-post intervention surveys show our project has an effect on communities' awareness, attitude, and

Project summary	SMART Indicators	Means of verification	Important Assumptions
	3.6 Network of wildlife-free restaurants has been created to disavow IWT. **3.7** Community and local authority members have gained more interest, and engagement to messages and knowledge from the anti-wild-meat-consumption campaign **3.8** Wild meat consumption reduced and negative perspectives on consuming wild meat increased in local communities around 3 key sites. **3.9** Reduced or near-zero cases of pangolin sales are identified within key site provinces and no large-scale operations occur within the last year of the project period (50 individuals were seized at once from Ca Mau in 2018).	issued to lower-level government agencies of 4 areas in 3 key sites for implementation. **3.3** A list of launching workshop participants in each site. **3.3.** Media materials of launching workshop released. **3.4** Text, design, materials, and merchandise of interventions developed and produced. **3.4** A list of locations to deliver campaign intervention created and mapped. **3.4** Document of campaign materials acceptance signed. **3.5** A list of pledged governmental officials signed. **3.5** Pledge templates created for local governmental officials to sign. **3.5** Hard copies of all pledges signed by local governmental officials. **3.6** A list of wildlife-sale restaurants identified. **3.6** A pledge template created for restaurants to sign. **3.6** An awareness-raising package targeting restaurant owners was developed and used. **3.6** Certificates for wildlife-free restaurants signed and stamped by authoritarian leaders developed and formally given to restaurants' owners.	behaviour towards wildlife consumption and trade at each key site. **3.8** Background research shows communities had negative perspectives on wildlife consumption and the evaluation reports show it's increased after the interventions. **3.9** The only sources of pangolins are the key protected areas we aim to protect in these provinces, and traders are from the provinces and not transiting pangolins from other provinces or countries.

Project summary	SMART Indicators	Means of verification	Important Assumptions
		3.6 A reporting template created for restaurants around three key sites to keep each other in check and prevent one another from selling wild meat. 3.7 Statistics about community engagement with campaign materials published on social media channels. 3.7, 3.8 A comparative report between pre-intervention and post-intervention surveys. 3.9 Pangolin seizure data from various sources (TRAFFIC, ENV, SVW, police seizure records) shows reduction or elimination of pangolin trade in Ca Mau, Kien Giang, Dong Nai, Lam Dong, Binh Phuoc at the project end	

Activities (each activity is numbered according to the output that it will contribute towards, for example 1.1, 1.2 and 1.3 are contributing to Output 1)

1.1 Four training courses on SMART with forest rangers

1.2 Four training courses on illegal wildlife, collecting evidence, FirstAid, wildlife law, law enforcement lesson learnt
 Equipment purchased and dispersed for SMART program in key sites

1.3 Thailand trips for rangers and anti poaching members to learn law enforcement, poacherCam, and community forest protection.

1.4 Extracting and analysing data of hunters and local traders around three key sites

1.5 Four workshops on strengthening law enforcement and action plan to combat illegal trade at 4 provinces: Ca Mau, Kien Giang, Dong Nai, Lam Dong-Binh Phuoc

1.6 Ten workshops on strengthening law enforcement and action plan to combat illegal trade for 10 districts (IWT issues, biodiversity, discuss ways to increase collaboration between police, rangers, anti-poaching teams, and local authorities, combat illegal trade action plan).

1.7 Community survey in Cat Tien to assess baseline attitudes and knowledge on biodiversity, wildlife law enforcement & Vietnamese laws on wildlife crimes, and on hunting, trading and consuming wildlife.

1.8 Twenty community workshops for 81 villages of 10 districts (IWT issues, biodiversity, law enforcement, livelihood alternatives, and to discuss ways to increase collaboration between police, rangers, anti-poaching teams, and local officials)

1.9 Annual meeting of performance evaluation

1.10 Installing propaganda billboards around 3 National Parks.

2.1. Ten workshops for 1.250 PFES members. Women contracted by PFES are encouraged to join the training and provide accommodation for children if necessary

2.2 Corporates engagement to follow alternative job opportunities offered for signed-up poachers and evaluate possible income increase

3.1. Four small-scale background research in 4 areas of 3 key pangolin sites national park

Project summary	SMART Indicators	Means of verification	Important Assumptions
3.2. Two pre-intervention and two post-intervention surveys for delivering and evaluating campaign interventions 3.3. Four launching workshops to call on leaders and officers from governmental agencies, and journalists to participate in the program. 3.4. Posters campaign: Install 2000 posters sized 60x80 cm with frame at governmental agencies' offices, restaurants, and public places in 10 towns and 18 communes of 10 districts (200 poster/district) 3.5. Billboard campaign: Installing 150 large two-size billboards in central locations, main roads and concentrated crowd areas in 10 towns and 18 communes of 10 districts (15 billboard/district) 3.6. Propaganda short films, communication work: Produce 3 propaganda films, work with local and national media/communication agencies 3.7. Media cost for Demand Reduction Program: Facebook, website, and media agencies. 3.8. Community Nights: Organise 36 Community Nights at 18 communes (2 night/commune) 3.9. Restaurant campaign: Working with local authorities and relevant governmental bodies to involve identified restaurants selling wildlife in 10 districts			

Annex 3 Standard Indicators

The Biodiversity Challenge Funds (BCFs) use high quality and accessible Monitoring, Evaluation and Learning (MEL) to enable scaling, replication and increase the impact of the funds and the projects we support.

By asking project teams to align indicators with the IWT Challenge Fund Standard Indicators, we aim to increase our contribution to the global evidence base for activities that support biodiversity conservation, poverty reduction and capability & capacity.

The tables below are provided to assist project teams in reporting against Standard Indicators. Please report against the Standard Indicators that you have selected specifically for your project in Table 1 below. Refer to the Standard Indicator Guidance & Menu available on the IWT Challenge Fund website for guidance on how to select indicators, as well as how to disaggregate reporting within your chosen indicators.

New projects should complete the Y1 column and also indicate the number planned during the project lifetime. Continuing projects should copy and paste the information from previous years and add in data for the most recent reporting period.

We recognise that our menu cannot cover all the potential monitoring needs for all projects – where necessary you can select indicators from other sources or develop your own. See our BCF MEL guidance on best practices for selecting and developing indicators

Table 1 Project Standard Indicators

IWTCF Indicator number	Name of indicator using original wording	Name of Indicator after adjusting wording to align with IWTCF Standard Indicators	Units	Disaggregation	Year 1 Total	Year 2 Total	Year 3 Total	Total to date	Total planned during the project
IWTCF-9	field guides/manuals produced	Number of field guides/manuals produced to assist work related to IWT product identification, classification and recording	Number	None	**2**			**2**	**3**
IWTCF-11A	criminal networks/trade routes mapped/identified	Number of criminal networks/trade routes mapped/identified	Number	None	**1**			**1**	**4**
IWTCF-11B	illegal wildlife shipments detected	Number of illegal wildlife shipments detected	Number	None	**1**			**1**	**4**
IWTCF-12	Duration or frequency of patrols	Duration or frequency of patrols by law enforcement rangers supported through the project	hour/day	None	**203**			**203**	**220**
IWTCF-13A	arrests facilitated by the project	Number of arrests (linked to wildlife crime) facilitated by the project	number	None	**43**			**43**	**50**
IWTCF-13C	Cases submitted for prosecution	Number of wildlife crime cases submitted for prosecution	Case	None	**2**			**2**	
IWTCF-13D	individuals charged for wildlife crime	Number of individuals charged for wildlife crime	Individual	None	**27**			**27**	

IWTCF-13E	individuals successfully prosecuted for wildlife crime cases, charges brought for wildlife crime offences	Number of individuals successfully prosecuted for wildlife crime cases, charges brought for wildlife crime offences using non-wildlife crime specific legislation – e.g. money laundering	Individual	None	**7**			**7**	
IWTCF-26C	individual media articles featuring the project	Number of individual media articles featuring the project	Individual	None					

Annex 4: Onwards – supplementary material (optional but encouraged as evidence of project achievement)

Deliverable Documents

Checklist for submission

	Check
Different reporting templates have different questions, and it is important you use the correct one. Have you checked you have used the **correct template** (checking fund, type of report (i.e. Annual or Final), and year) and **deleted the blue guidance text** before submission?	Yes
Is the report less than 10MB? If so, please email to BCF-Reports@niras.com putting the project number in the subject line.	
Is your report more than 10MB? If so, please discuss with BCF-Reports@niras.com about the best way to deliver the report, putting the project number in the subject line.	
Have you included means of verification? You should not submit every project document, but the main outputs and a selection of the others would strengthen the report.	Yes
Do you have hard copies of material you need to submit with the report? If so, please make this clear in the covering email and ensure all material is marked with the project number. However, we would expect that most material will now be electronic.	
If you are submitting photos for publicity purposes, do these meet the outlined requirements (see section 17)?	
Have you involved your partners in preparation of the report and named the main contributors	
Have you completed the Project Expenditure table fully?	
Do not include claim forms or other communications with this report.	