

Illegal Wildlife Trade (IWT) Challenge Fund Final Report



IWT Challenge Fund Project Information

Project reference	IWT 02
Project title	Cutting Out the Middleman: Combatting Wildlife Trafficking in Viet Nam
Country(ies)	Viet Nam (and Vietnamese diplomatic missions, migrant worker associations, and private businesses in Mozambique, Tanzania, Kenya and South Africa).
Contract holder institution	Wildlife Conservation Society (WCS)
Partner institution(s)	Viet Nam CITES Management Authority (CITES MA); National Environmental Police (Southern Office)
Total IWT grant value	£279,708
Start/end dates of project	1 April 2014 – 31 March 2017
Project leader's name	Scott Roberton
Project Website/Blog/Social Media	n/a
Report author(s) and date	Scott Roberton, June 30, 2017

1. Project Summary

Organized Vietnamese crime syndicates have extended their wildlife trade networks around the world. Viet Nam was singled out at CITES CoP16 as a primary driver in the African rhino crisis and a key transit country for illegal ivory leaving Africa en route to China. Vietnamese criminals coordinating this illicit trade are met with weak enforcement from national agencies that receive relatively little investment and support from state or overseas sources. These agencies lack the skills or political support to mount an effective response. Conservation issues – particularly involving wildlife not native to Viet Nam – do not receive the attention, expertise and funds required. Increasing political support and improving law enforcement in consumer and transit countries, are critical components of demand-reduction strategies. Government action is an important driver for behavioral change and can lead to rapid, dramatic social change in contrast to social-marketing campaigns that change behavior through increased consumer awareness and eventually may lead to a sustained reduction in demand.

A series of activities are being rolled out at the central level, with local field actions piloted in the major urban demand centre of the Ho Chi Minh (HCM) metropolitan region, and with Vietnamese diplomatic missions, migrant worker associations and trading companies in four African countries where WCS is on-the-ground including Mozambique, Tanzania, Kenya and South Africa.

2. Project Partnerships

The Viet Nam CITES Management Authority (CITES MA) which is the focal point on wildlife trade, the Standing Member of the Viet Nam Wildlife Enforcement Network (VN WEN) remains our key government partner on this project. They served as the official host of events/meetings and provided guidance and support to implementation of all project activities. In addition to the signed three-year cooperation agreement dated 13 November 2014 that outlines the working

relationship between WCS and the CITES MA, annual workplans have been updated and resigned in June 2016 by the two agencies upon the arrival of the new Viet Nam CITES MA director in July 2015. WCS has been supporting an additional staff member housed in the office of CITES MA since June 2015 to increase capacity for the agency. This additional staff member has facilitated communication and improved the relationship between the two agencies.

The National Environmental Police Department (EP) is the lead enforcement agency within the Ministry of Public Security (MPS) and is responsible for investigating and processing prosecutions of wildlife crimes. Their Southern representative office (C49B) is a key partner in this project for investigation and crackdown activities in the HCMC region.

During the three year period of the project, WCS expanded and maintained our partnerships with various legislature, prosecution and judiciary institutions in Viet Nam including National Assembly, People's Police Academy, Department of Criminal and Administrative Legislation of the Ministry of Justice, Department for Prosecution and Supervision over Investigation of Economic Cases (Dept. 3), Department of Crime Statistics and Information Technology (Dept. 2) under Supreme People's Procuracy, Ho Chi Minh People's Procuracy and People's Court. These partners directly involved in our project activities, particularly in amendment of relevant articles in the revised 2015 Penal Code related to wildlife crimes, capacity building on wildlife law enforcement, developing training materials, and collecting data of wildlife criminal cases related to five key species including rhino, elephant, tiger, pangolin, and turtle.

3. Project Achievements

3.1 Outputs

Output 1. Vietnamese journalists and local civil society groups are informed and supportive of international wildlife trade issues.

In three years of project time (1st April 2014 – 31st March 2017), our media tracking system collated 3,020 articles covering illegal wildlife trade especially seizures, prosecutions and convictions of crime cases in the local and international online media in both Vietnamese and English (1,046 local news & 1974 international news) in which 1,731 articles showed positive views, accounting for 57%; 147 (5%) articles having balance views; 1,115 (37%) with no clear views; and 27 articles of negative views accounting for 1%. The WCS ongoing media tracking with positive and supportive media coverage has increased 46% from 2013 level of 47% while negative views are limited at only 1%. WCS always sent feedback to media to provide more updated and correct information when any discrepancies in information dissemination were found. During project life time, we have continuously shared 29 selected news, articles and press releases in both English and Vietnamese that highlighted enforcement progress via WCS mailing lists and Facebook of WCS Viet Nam. We kept WCS's network of up to nearly 300 Vietnamese local journalists updated of our evidence-based stories and briefs which were translated into Vietnamese as well.

Particularly, on the occasion of Sir Richard Branson's visit to Viet Nam in September 2015, WCS coordinated media coverage, where we secured a placement for an Op Ed on a Vietnamese well-known newspaper, Lao Dong newspaper and had it syndicated on five other popular online news platforms in Vietnam and posted on a number of key opinion leaders Facebook pages with total 3,665 "likes". We facilitated interviews for the main TV news broadcast. The footage was also used as part of a broader program on wildlife trafficking. We also arranged a leading environmental writer/blogger to interview Sir Richard Branson and a story was published the following weekend with 70,000 printed copies.

WCS has also engaged a number of volunteer groups and local NGOs in Ha Noi and Ho Chi Minh metropolitan area to map out a reporting protocol on online crimes to law enforcement agencies. In January and February 2015, we organized two informal meetings for local NGOs and volunteer groups in Hanoi and Ho Chi Minh city (HCMC) to discuss about wildlife trafficking, police and legal gaps in Viet Nam. We organized a workshop in Ho Chi Minh city on 22nd November 2015, with members of Civil Society Organizations (CSOs) and volunteers

groups to discuss on reporting cases of online and offline wildlife crimes in HCMC and nationwide. As a result from this workshop, there was a need to understand current situation of online-base wildlife trade in Viet Nam. Therefore, we executed a more comprehensive, and practical solution to report wildlife crimes throughout Viet Nam other than just reporting the event. WCS used a social listening tool to analyse how wildlife traffickers use internet to illegally trade wildlife. We used the report result as source of intelligence for law enforcement operation. Study findings were shared widely to the public through People's Television (a public TV channel) in a talk-show on online illegal wildlife trade in Viet Nam. We also made the report available and shared in an online based investigation training course co-hosted by UNODC and WCS in April 2017 with participants from national and provincial law enforcement agencies from Ministry of Public Security, Ministry of Industry and Trade and Ministry of Agriculture and Rural Development including Environmental Police Department (C49), Economic Police Department (C46), Anti-smuggling Police Department (C74), Police Department for High-tech Crime Prevention (C50), and Advisory Department of General Department of Police (C42), Forest Protection Department, and Market Control Department.

During project timeline, through our Facebook fan page, we also received 23 requests/enters related to illegal trade of wildlife which we transferred to relevant authorities for their validation and law enforcement actions.

Output 2. Local civil society and LEAs identify and begin to address the priority barriers to the prosecution and punishment of transnational wildlife trafficking cases and the key actions required to address these issues

WCS made significant progress towards this output in the first two years of the project. WCS and the Viet Nam CITES MA developed a broader process of consultation across the law enforcement agencies that included meetings, agency-led assessments and private briefings towards the development of a Prime Minister endorsed national program on controlling the trade and consumption of endangered Species. These consultations have begun to highlight priority barriers and key actions required to address the obstacles to effective enforcement across government. Key barriers were also identified through a participatory process with key member agencies of Viet Nam Wildlife Enforcement Network (VN WEN) applying the International Consortium on Combating Wildlife Crime (ICCWC) analytical framework for national responses to wildlife and forest crimes. This activity resulted in a report on Wildlife and Forest Crime Analytic Toolkit – Viet Nam that defined 50 prioritized recommendations for strengthening capacities and capabilities of Viet Nam to combating wildlife trafficking.

In the third year of project, WCS provided technical support for CITES MA to facilitate the development and approval of Directive 28/CT-TTg dated 17th September 2016 by the Prime Minister on urgent solutions for preventing and fighting the violation of wild animals against the law which is the an expansion of Directive 03/CT-TTg dated 20th February 2014 on strengthening instructions and implementation of solutions to control and protect precious, rare and endangered wildlife species.

Barriers and loopholes of legislations for wildlife protection in Viet Nam were identified and analysed through different meetings and workshops during this three year project. Particularly, in the third year, WCS paid more attention to get consensus on solutions to propose revision of Articles 234 & 244 of the Revised 2015 Penal Code. We engaged both National Assembly and Ministry of Justice to our assessment and proposal to make amendments to wildlife related decrees in order to close existing loopholes relating to commercial exploitation, captive breeding, wildlife farming and traditional medicine. This activity built on the findings of WCS's legal review and aimed to accompany and make sustained inputs to the legislation reform process. In March 2017, we kept 40 members of the National Assembly updated about the IWT's current situation and its impacts; encouraging them to pay more attention to monitor law enforcement in wildlife protection and management in a workshop in Cuc Phuong province. WCS's official letter proposing amendment of Article 244 of the Revised 2015 Penal Code which was sent to these 40 members of the National Assembly was highly appreciated and seriously considered for revision of the Revised 2015 Penal Code.

WCS supported CITES MA of Viet Nam to organize a meeting to get consensus from relevant law enforcement agencies, CITES scientific authorities on Viet Nam's standpoint about species proposals to the CITES Secretariat for the CITES CoP17 in Johannesburg. In the meeting, consensus was also reached on up-listing Pangolin to CITES Appendix I to submit to the CITES Secretariat and prepare for CITES COP17 in Johannesburg. As one of achievements, all pangolin species was up-listed to CITES Appendix I.

Output 3. Vietnamese diplomatic missions, migrant worker associations and trading and tourism companies in and relating to key African ivory and rhino horn source/transit states are informed of the risks, punishments and scaled up law enforcement efforts and political commitment to tackling this in both Africa and Asia

All Vietnamese diplomatic missions in key African source countries Mozambique, Tanzania, Kenya, South Africa, and Angola have shown their active cooperation with WCS project activities. Viet Nam Embassy to Mozambique and Ambassador Nguyen Van Trung have been strongly supporting the working programs of Supreme People's Procuracy and Ministry of Public Security for strengthening bilateral law enforcement cooperation and scale up political commitment to tackle Africa – Asia wildlife trafficking organized by WCS Viet Nam in March and April 2017.

With the close support from Viet Nam Embassies in Tanzania and Mozambique, WCS had a meeting for about 50 of the total 300 Vietnamese working and living in Mozambique (many of whom are Viettel staff. Viettel is one of the largest mobile network operator company in Viet Nam) in May 2015 and different meetings with board of directors of Halotel (Viettel network in Tanzania) in May 2015 and March – April 2017 for discussion on a cooperation plan, on finalization and dissemination of information, education and communication (IEC) materials and alerting Short Message Service (SMS) to Viettel staff in African countries.

We then also cooperated with Vietnamese Embassies in Angola, Mozambique, South Africa, and Tanzania and the West Asia and African Department of the Ministry of Foreign Affairs to compile data on Vietnamese communities in these African countries to design appropriate communication materials on wildlife protection. We printed and distributed 2,000 pamphlets and 1,000 posters in Vietnamese (with English translation available for reference) providing information of the strict punishments in wildlife trafficking in line with wildlife conservation laws and codes of five African countries including Angola, Kenya, Mozambique, South Africa, Tanzania and Viet Nam.

Output 4. Formal and informal inter-agency forums are functioning and the relevant LEAs are regularly sharing information through briefings and cooperating on planning and developing strategies to tackle rhino horn, elephant ivory and big cat trafficking crimes

During the three years of project, we supported Viet Nam WEN to organize three annual meetings in April 2015, July 2015 and June 2016. Local provincial level officers also attended to ensure discussion were grounded in reality. Following the July 2015 VN WEN meeting, the Ministry of Agriculture and Rural Development issued Decision No. 1062/QĐ-BNN-TCLN dated March 31, 2016 outlining the revised VN WEN operating regulations and detailing responsibilities of each VN WEN member and adding two new members of Supreme People's Procuracy and Supreme People's Court.

WCS also supported three interagency field missions to wildlife trafficking hotspots. The first joint field mission was for the Viet Nam CITES MA and Department of Investigation and Antismuggling of General Department of Viet Nam Customs to the Viet Nam - China Border in January 2015 to review the implementation progress of individual agencies on Prime Minister's Directive 03/CT-TTg dated 20/2/2014 on strengthening instructions and implementation of solutions to control and protect precious, rare and endangered wildlife species. The second joint field mission was organized on July 23, 2015 for representatives from the Viet Nam CITES

MA, National Customs Anti-smuggling Unit and Regional III Forest Protection Department, Agricultural Security Department to Moc Bai border gate, Tay Ninh province – a major trafficking choke-point on the Viet Nam-Cambodia land border. The third one was to Cau Treo border area in Ha Tinh province (Viet Nam and Lao PDR border). These field trips were for national level agencies better recognizing and understanding the situation of illegal trans-border trade including wildlife trade in the area in order to inform relevant policy to better control trans-border wildlife trafficking and to facilitate the wildlife law enforcement at local level.

As following up suggestions from the 2016 VN-WEN meeting, WCS cooperated with the Department of Crime Statistics and Information Technology, Supreme People's Procuracy to collect seized/prosecuted cases relating to 5 key species including rhino, elephant, pangolin, turtle and tigers from 2013 to 2015 at nation-wide especially with statistics from key hotspot provinces including Quang Ninh, Nghe An, Quang Tri and Ho Chi Minh city. Final report has been completed for further reference and served as baseline data on law enforcement's effectiveness assessment and for importing to WCS's wildlife trafficking database for further tracking.

During the project life, WCS had built partnership and joined various informal meetings with various departments and staff from key agencies from Ministry of Public Security, Ministry of Foreign Affairs, Ministry of Agriculture and Rural Development, Ministry of Justice, National Assembly and Supreme People's Procuracy to get consensus and get partners' commitments on prioritized wildlife crime issues.

Output 5. Frontline police, customs, forest rangers and prosecutors start utilising intelligence analysis software and applying professional investigative techniques to gather and manage information on wildlife crimes



we provided two trainings on intelligence management for Environmental Police officers in Hanoi (leveraged fund from other sources) and in Ho Chi Minh City in partnership with the People's Police Academy. Besides, in cooperation with HCMC Police University, National Environmental Police Department – Southern Office (C49B) and HCMC People's Court, we organized trainings on combating wildlife trafficking to officers in the HCMC Metropolitan Area and Southern provinces. Over the three years of the project, a total of 206 frontline officers (including police, forest rangers, customs officials, prosecutors and judges) received both class-based and field-based trainings on professional wildlife crime law enforcement techniques under this grant.

We established a formal relationship with the HCMC Police University and Customs School and provided officers with equipment (e.g. hidden cameras) and printed resources (e.g. Interpol investigative handbooks, translated into Vietnamese) to enable professional investigative and enforcement techniques as well as support species/product identification and dissemination of relevant legislations through a website of giamdinhloai.vn (species identification).



3.2 Outcome

Our first outcome indicator is the percentage of arrests leading to conviction in court for offences relating to trade in rhino horn and elephant ivory where we expect to see an increase from the 2009-2012 baseline of 2% (44 arrests leading to one jail sentence) to 50% over the 3-year project period. The 2015 ratified Penal Code that was originally scheduled to come into effect in July 2016, then now hopefully in late 2017 provided the legislative framework for enhancing the proportion of convictions from arrests. We worked with prosecutors and judges at the national and local level to ensure this legislative change leads to the desired improved judicial impact. The Penal Code 2015 failed to come into effect as scheduled; therefore, there remained challenges in prosecution and conviction of wildlife trafficking case especially elephant ivory and rhino horn trafficking from Africa where the Penal Code 2009is being applied. In the past year, WCS managed to work with National Assembly and Ministry of Justice to provide feedback and proposal for revision of the wildlife related articles 234 and 244 of the 2015 ratified Penal Code. We believe that changes in these two specific articles in the new Penal Code would help increase the conviction rate of wildlife crimes in Viet Nam.

The second indicator seeks to demonstrate how an intelligence-led policing approach leads to the identification and arrest of Vietnamese individuals coordinating a major transnational wildlife crime network.

Our final indicator is related to how the CITES Standing Committee and Rhino working group judge Viet Nam's progress on implementation and compliance with the CITES CoP16 Decisions. In the Standing Committee meeting held in January 2016 in Geneva, Viet Nam CITES MA sent a report on Viet Nam's efforts to promote law enforcement cooperation between Viet Nam and African countries, and on results of their demand deduction campaigns to combat wildlife trafficking, especially rhino horn and elephant ivory. The report was highly appreciated by the CITES standing committee and was recommended for reference by other delegations. Viet Nam hosted the third International Conference on Illegal Wildlife Trade in Ha Noi in November 2016 with an ivory destruction event prior to the conference to show Viet Nam's strong commitment and high attention to combatting illegal wildlife trade in the country.

3.3 Impact: achievement of positive impact on illegal wildlife trade and poverty alleviation

This project continued building capacity through training programs and on-the-job technical support for the government particularly judicial agencies and supported strengthening of the penal and criminal procedures code that would ultimately strengthen rule of law. The Project's collaboration with the Environmental Police has already resulted in more effective law

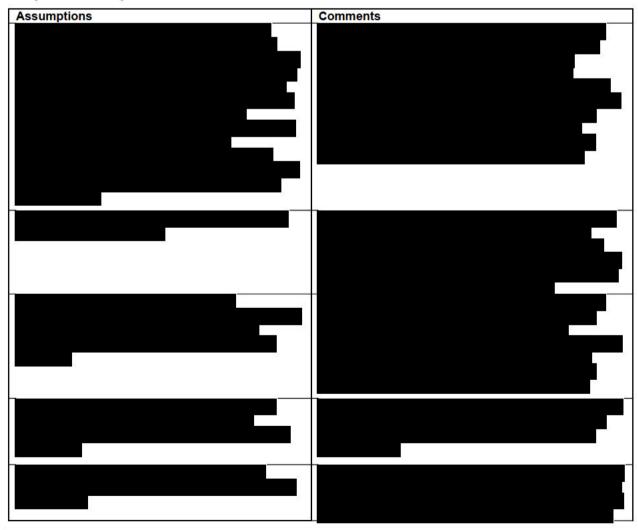
enforcement that led to the above mentioned conviction of Khoa Xi Trum, a wildlife trafficker and contributed to disrupt criminal networks operating in Viet Nam.

4. Monitoring of assumptions

Outcome's assumptions

Assumption	Comments
Continued national commitment to CITES convention by Viet Nam	Still holds true: WCS Viet Nam continues to play an active role in CITES implementation and commits resources to support the CITES MA as the standing member of the VN WEN with 13 members from various LEAs including four new members of Supreme People's Procuracy and Supreme People's Court, Ministry of Justice, Department of Animal Health (Ministry of Agriculture and Rural Development)
WCS has established itself as a credible, loyal and trusted partner in a range of Vietnamese provinces and at a central level in the field of wildlife trafficking crimes and conservation and we cooperate with a range of agencies at both levels. To implement this project, this collaboration with individuals within local and central LEAs must continue.	Still holds true: WCS continues to collaborate extremely well with agencies at central and local levels. We expanded our partnerships at local level such as HCMC Supreme Court and also at central level with the National Assembly, Ministry of Justice, People's Police Academy and Supreme People's Court.
Increased media attention and involvement of central agencies (including Anti-corruption committees) will prompt the Vietnamese government to start addressing corruption of law enforcement officials in wildlife trafficking cases.	With the increasing media attention and the involvement of central agencies in wildlife crime prevention, we believe that the transparency in law enforcement will be improved but it takes time and strong actions to address the corruption among and encourage transparent shared data between law enforcement officials in wildlife trafficking cases.

Output's assumptions



5. Project support to the IWT Challenge Fund Objectives and commitments under the London Declaration and Kasane Statement

The project has been making contribution to support two out of three key objectives of the IWT Challenge Fund including:

- ii. Strengthening law enforcement and the role of the criminal justice system; and
- iii. Reducing demand for the products of the illegal wildlife trade

WCS have enhanced capacity for law enforcement officers including police, forest protection, customs, border army and others on investigation techniques, intelligence management, species identification and implementation of CITES. We also made great efforts to support CITES MA, National Assembly and Ministry of Justice during the review and revision of the new articles related to wildlife crimes in the Penal Code of 2015. We also equipped prosecutors and judges with knowledge on legal frameworks on wildlife protection in Viet Nam and species identification.

Impact on species in focus

Positive impacts to wide populations through reduced pressure from poaching were difficult to be reliably quantified. The revised Penal Code provided a stronger legislative framework for all species protected under Vietnamese legislation and those species listed under CITES Appendix I and II and would provide greater deterrence to criminals.

7. Project support to poverty alleviation

In helping to reduce demand for illegal wildlife products and dismantle criminal networks, both of which drive poaching, we would be helping to mitigate the profound negative impacts associated with the illegal wildlife trade. The transnational criminal networks involved in this trade worsen socio-economic inequalities, provoked social conflict, undermined local governance throughout the trade chain, and posed threats to the livelihoods of people living in product source countries where tourism is a major industry. The communities directly reliant on tourism in these countries were often already susceptible to the effects of poverty and were disproportionately impacted by the tourism economy that often suffers as a result of poaching and other criminal activities. The project legacy would enhance the institutional capacity to tackle wildlife crimes and trafficking in Viet Nam which could help reduce economic loss caused by the crimes in Viet Nam and African range states.

8. Consideration of gender equality issues

While directly improving gender equality was not a major focus of this project, we believed that our work might have indirect effects on women in several ways. In addressing many of the problems mentioned in the previous section, we would be helping to improve governance and rule of law in both Viet Nam and product source countries. While not directly impacting women, this was often a first step in building more stable, equitable societies. Additionally, helping to reduce destabilizing threats to the tourism industry in African countries would undoubtedly help to improve the livelihoods of women. In Kenya and other countries that we have been working with, the tourism sector employed a higher number of women and young people than many other industries, and any threats to this industry would therefore disproportionately affect them.

9. Lessons learnt

Understanding that Viet Nam CITES MA is a key partner for project implementation, and responding to the uncertainty experienced in Year 1, WCS formalised the partnership relationship with the Ministry of Agriculture and Rural Development in developing an annual workplan outlining activities that was approved by the Vice-minister and thus empowered the CITES MA to prioritise support to this work. Moreover, we supported CITES MA with a staff person seconded to their office to increase their capacity.

In addition, we have continued to diversify and widen our project partners to ensure timely implementation, this included new partnerships with training institutions such as Police People's Academy, and others including Central Committee of Propaganda and Education, National Assembly, Ministry of Justice, Supreme People's Procuracy and HCMC People's Court.

9.1 Monitoring and evaluation

We had quarterly and yearly monitoring and evaluation plans in order to track the project's progress. Regular consultation and ad-hoc meetings with our key partners were also maintained for direct communication about project progress and joint planning for the following periods. We frequently reviewed the data collected from law enforcement agencies for intelligence analysis on trade networks and verified media coverage on wildlife trafficking cases for sharing to our journalist network. In the third year of project, we paid a great attention to the project outcomes and planned in details necessary activities to reach the final project outcome. We still used adaptive project management up to demand of project government partners and based upon WCS management decision when implementing the project. We organized monthly, quarterly project meeting to assess project progress and how activities and outputs could help reach project outcomes. We followed indicators of achievements and found the best way to measure them by the end of project.

9.2 Actions taken in response to annual report reviews

Based on the comments to date, especially on the second year annual report, we paid more attention to the monitoring and evaluation practices in the third year.

10. Other comments on achievements not covered elsewhere

N/A

11. Sustainability and legacy

The Project has been strengthening partnership with relevant government agencies and building capacity and commitment at the central political level to push positive changes in legislation, resource allocations and actions of local-level agencies that would have impact beyond the project period. We have been maintaining interest and commitment within government agencies as well as engaging local civil society to address the barriers to prosecution and punishment of transnational wildlife trafficking criminals. The revised Penal Code, ICCWC Toolkit report and Draft National Program are significant achievement that the Project made substantial contributions towards and could be seen as a legacy of our work. Furthermore, the Project spent great efforts in pushing Viet Nam CITES MA and the Ministry of Finance for a national inventory, sampling of Appendix I seized specimens – an activity that the CITES MA has committed and got a coordinating role.

12. IWT Challenge Fund Identity

Promoting activities and efforts in the way would undermine the overall outcome of the project that was building national commitment and therefore as much as possible we framed activities as those of the CITES MA or other partner agencies so they were not seen as WCS-led or as part of an internationally-funded project. However, The IWT Challenge Fund and the UK Government have been acknowledged verbally as donors in all meetings/events by WCS and

our co-host partners. Over the course of the second and third years, UKAid Logo has appeared in all project's events.

13. OPTIONAL: Outstanding achievements of your project during the (300-400 words maximum). This section may be used for publicity purposes

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

With funding from the DEFRA IWT Challenge Fund, the Wildlife Conservation Society and the Viet Nam CITES Management Authority initiated this project in 2014 to increase the capacity and commitment of Viet Nam's criminal justice system to effectively enforce laws to disrupt and dismantle wildlife trafficking networks, and selected HCMC as a pilot site for interventions. Since 2014, we have carried out training and outreach exercises to 206 officers from the People's Procuracy (i.e. Prosecutors), judges and court officials at central level, HCMC level and all of HCMC's districts especially the National Environmental Police Department-South Office located in HCMC and relevant law enforcement agencies in neighbouring southern provinces. The training provided knowledge of legislative updates related to wildlife protection, gave experiences through case-studies of commonly encountered wildlife crimes, and introduced frequently traded species and trafficking dynamics for early detection and seizures.



This sentencing was a big step forward for the judiciary system of Viet Nam where most wildlife criminals escape without conviction and the investments along the enforcement chain from detection, through prosecution and conviction by the IWT Challenge Fund have undoubtedly contributed to this development.

Annex 1 Project's original (or most recently approved) logframe, including indicators, means of verification and assumptions.

Note: Insert your full logframe. If your logframe was changed since your application and was approved by a Change Request the newest approved version should be inserted here, otherwise insert application logframe.

Project summary	Measurable Indicators	Means of verification	Important Assumptions
Goal:	•		-
(CITES), and the Convention on the Con-	servation of Migratory Species (CMS), as we	ntion on Biological Diversity (CBD), the Convell as related targets set by countries rich in less, at home and abroad, does not threaten t	piodiversity but constrained in resources.
Outcome:	The percentage of arrests leading to	1. Law enforcement agency (Police and	1. Continued national commitment to
Viet Nam's government, criminal justice system, and civil society, has increased capacity and commitment to effectively enforce laws to disrupt and dismantle wildlife trafficking networks.	conviction in court for offences relating to trade in rhino horn and elephant ivory increases from the 2009-2012 baseline of c.2% (44 arrests leading to one jail sentence) to 50% over the three-year project period.	Prosecutors) reports to CITES MA (made on request) on number of arrests, prosecutions and sentencing of wildlife cases 2. Online media tracking	CITES convention by Viet Nam 2. WCS has established itself as a credible, loyal and trusted partner in a range of Vietnamese provinces and at a central level in the field of wildlife trafficking crimes and conservation and we cooperate with a range of agencies at both levels. To implement this project, this collaboration with individuals within local and central LEAs must continue
	3. By 2017, Viet Nam is judged by the CITES Standing Committee and Rhino working group, to have made significant progress on implementation and compliance with the CITES CoP16 Decisions	3. Annual reports of LEAs (Customs Anti-smuggling Unit, Environmental Police, Procuracy) presented and shared at Annual Viet Nam WEN meetings	3. Increased media attention and involvement of central agencies (including Anti-corruption committees) will prompt the Vietnamese government to start addressing corruption of law enforcement officials in wildlife trafficking cases
	4. By 2017, the CITES MA will have been granted additional resources (greater than inflation), in terms of both staff (2013:10 officers) and its state budget allocation (2013:	CITES Standing Committee and rhino horn working group proceedings/minutes and decisions	

core operating costs and staff) to

	address wildlife trafficking		
Outputs: 1. Vietnamese journalists and local civil society groups are informed and supportive of international wildlife trade issues.	1a. By 2017, on-going WCS media tracking records at least a 25% increase from 2013 levels (currently at 47%) in positive and supportive media coverage to the issues of rhino horn, elephant ivory, Asian big cat and freshwater turtle and tortoise trafficking and wildlife crime law enforcement in Viet Nam 1b. By 2017, local civil society groups have established a protocol for reporting wildlife crimes to relevant agencies in the pilot site of HCM City Metropolitan Area and are regularly and systematically reporting wildlife crimes to the relevant agencies and individuals	1a. Online media reports 1b. Local civil society groups issue a joint-protocol for wildlife crime reporting, and publicise online	The Vietnamese media is controlled by a central government department that monitors and guides content and on certain topics has prevented coverage on certain topics/issues, where they consider them to be detrimental to social stability and the rule of law. We have access to the weekly minutes of the editors where this guidance is provided, and strong relationships with journalists to be aware if any of the stories/issues we are concerned with get blocked/prevented; but for the media to pressure criminal cases and cover key issues will require these issues to remain acceptable for communication by this department
2. Local civil society and LEAs identify and begin to address the priority barriers to the prosecution and punishment of transnational wildlife trafficking cases and the key actions required to address these issues.	2a. By the end of Year 2014 consensus is reached from Viet Nam WEN, National Assembly Committees, and key local civil society stakeholders on priority barriers, and key actions required to address these issues.	2a. and 2b. Policy briefing paper, dissemination plan	Consensus can be reached on key actions required by the relevant stakeholders
	2b. Policy paper endorsed and disseminated by CITES MA to policy-makers in Government, Communist Party, and the foreign diplomatic sector.		
3. Vietnamese diplomatic missions, migrant worker associations and trading and tourism companies in and relating to key African ivory and rhino horn source/transit states are informed of the risks, punishments and scaled up law enforcement efforts and political commitment to tackling this in both Africa and Asia	3. By the end of 2017, >50% of the Vietnamese diplomatic missions, migrant worker associations and trading and tourism companies in four key African ivory and rhino horn source/transit states (Mozambique, Tanzania, Angola, and Kenya) have collaborated on project activities	3. Proceedings from CITES MA/Embassy meetings showing number of Vietnamese associations and companies attending briefings and other events organised as part of the outreach campaign in Mozambique, Angola, Kenya and Tanzania	Vietnamese companies, associations and communities in or visiting key African range states are accessible and key ministries (Foreign Affairs, Industry & trade) continue to collaborate with the CITES MA

4. Formal and informal inter-agency forums are functioning and the relevant LEAs are regularly sharing information through briefings and cooperating on planning and developing strategies to tackle rhino horn, elephant ivory and big cat trafficking crimes	4a. VN WEN holds annual inter-agency coordination meetings and are attended by all member agencies, by relevant staff members (i.e. not junior staff as present) 4b. By 2017 VN WEN members have implemented at least three joint-field missions, authored at least three joint-reports on key wildlife crime issues, and held multi-agency briefings to communicate those.	4a. and 4b. VN WEN meeting minutes and proceedings	VN WEN remains the key national-level forum for inter-ministerial planning and coordination on addressing international wildlife trade and all wildlife crime issues
5. Frontline police, customs, forest rangers and prosecutors start utilising intelligence analysis software and applying professional investigative techniques to gather and manage information on wildlife crimes	5a. By 2017, based upon a two-year pilot deployment, there is central-level support, recommendations and a roadmap to the roll out of a professional intelligence analysis system to enable greater intelligence-led policing of wildlife crimes in Viet Nam 5b. By 2016, the key units within the relevant agencies in the pilot site of the HCM City Metropolitan Area will have met basic proficiency in professional wildlife crime law enforcement techniques, be informed on national and international laws, and have tools to identify species and wildlife products.	5b. Enforcement officer knowledge assessments	WCS continues its strong collaboration with the National Environmental Police Southern Office

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. Carry out daily online media tracking and respond in comments and direct to journalists to articles that are promoting international wildlife trade or consumption
- 1.2. Disseminate key reports, articles, events and happenings relating to illegal wildlife trade and wildlife crime enforcement to the WCS Viet Nam media network of over 150 local journalists of the major news services/newspapers/online news providers
- 1.3. Collaborate with local civil society organisations (e.g. Action for Wildlife Organisation) in HCM to develop and implement a pilot system for volunteers to report wildlife crimes (online and offline) to the relevant agencies.
- 2.1. Participatory exercise held at VN WEN meeting to identify and rank barriers to effective enforcement
- 2.2. Study commissioned to collate existing data and prepare a briefing paper
- 2.3. Briefing paper distributed for endorsement from VN WEN members
- 2.4. Briefing paper disseminated to key Government departments and other parties
- 3.1. Official correspondence drafted and sent out from Hanoi to Vietnamese diplomatic missions, associations, and companies in Mozambique, Tanzania,

Kenya and Angola

- 3.2. Outreach events held in cooperation with Vietnamese diplomatic missions targeting associations, and companies in Mozambique, Tanzania, Kenya and Angola
- 4.1. Annual VN WEN meeting of national LEAs on key topic/geographic area
- 4.2. Regular informal meetings of individuals from key LEAs on priority wildlife crime issues
- 4.3. Joint-agency field missions to 'hotspot' areas to gather information for briefings to VN WEN members
- 5.1. Procurement, localisation, set-up and training of the professional intelligence analysis software within WCS and National Environmental Police Southern Office
- 5.2. Annual training (classroom and on the job) of professional investigative techniques and new tools (e.g. GPS trackers) to gather intelligence to frontline law enforcement officers in HCM City Metropolitan Area



- 5.5. Implementation review and report to VN WEN Annual meeting in year 3
- 5.6. Annual procuracy and judiciary training programs in wildlife crime suppression

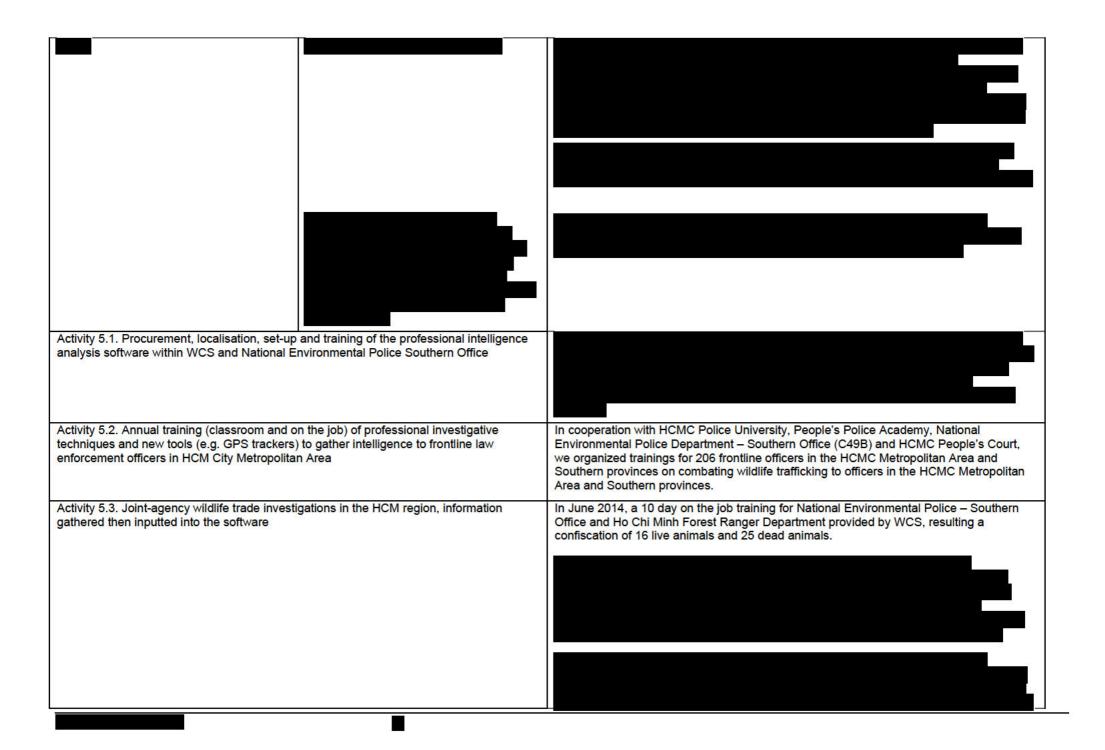
Annex 2 Report of progress and achievements against final project logframe for the life of the project

Project summary	Measurable Indicators	Progress and Achievements
Impact The illegal trafficking in high-value wildlife and abroad, does not threaten the sur	species by Vietnamese communities, at home vival of these species in the wild.	This project has built capacity and commitment within a number of key agencies of the Vietnamese government and criminal justice system that will lead to more effective law enforcement to combat wildlife trafficking networks; the revised penal code once active will provide a stronger increase the deterrence for criminal activities. This in turn will reduce threats to the survival of species in the wild across the region and in Africa
Outcome Viet Nam's government, criminal justice system, and civil society, has increased capacity and commitment to effectively enforce laws to disrupt and dismantle wildlife trafficking networks.	The percentage of arrests leading to conviction in court for offences relating to trade in rhino horn and elephant ivory increases from the 2009-2012 baseline of 2% (44 arrests leading to one jail sentence) to 50% over the 3-year project period.	(i) The Penal Code 2015 failed to come into effect as scheduled; therefore, WCS managed to work with National Assembly and Ministry of Justice to provide feedback and proposal for revision of the wildlife related articles 234 and 244 of the 2015 Penal Code until its adoption. We believe that effort to enable the 2015 Penal Code come to operation would help increase the conviction rate of wildlife crimes in Viet Nam.
	 By 2017, an intelligence-led approach has led to the identification and first ever arrest in Viet Nam, of Vietnamese individuals coordinating a major transnational wildlife crime network. 	
	3. By 2017, Viet Nam is judged by the CITES Standing Committee and Rhino working group, to have made significant progress on implementation and compliance with the CITES CoP16 Decisions.	(iii) The Standing Committee held in January 2016 in Geneva, agreed that Viet Nam had made good progress towards meeting obligations to combat elephant ivory trafficking as laid out in Viet Nam's National Ivory Action Plan. The Standing Committee continues to require Viet Nam to report upon progress to meeting CoP16 decisions but the progress has been noted by the standing committee and was recommended for reference by other delegations. WCS supported Viet Nam CITES MA to attend the 17th meeting of the Conference of the Parties to CITES (CoP17) in Johannesburg, South Africa.
Output 1. Vietnamese journalists and local civil society groups are informed and supportive of international wildlife trade issues.	1a. By 2017, on-going WCS media tracking records at least a 25% increase from 2013 levels (currently at 20%) in positive and supportive media coverage to the issues of rhino horn, elephant ivory, Asian big cat and freshwater turtle and tortoise trafficking and wildlife crime law enforcement in Viet Nam	1a. In three years of project time (1st April 2014 – 31st March 2017), our media tracking system collated 3020 articles covering illegal wildlife trade especially seizures, prosecutions and convictions of crime cases in both Vietnamese and English (1046 Viet Nam news & 1974 international news) in which 1731 articles showed positive views, accounting for 57%; 147 (5%) articles having balance views; 1115 (37%) with no clear views; and 27 articles of negative views accounting for 1%. The WCS ongoing media tracking with positive and supportive media coverage has increased 46% from 2013 level of 47% while negative views are limited at only 1%.

	1b. By 2017, local civil society groups have established a protocol for reporting wildlife crimes to relevant agencies in the pilot site of HCM City Metropolitan Area and are regularly and systematically reporting wildlife crimes to the relevant agencies and individuals.	1b. WCS engaged a number of volunteer groups and local NGOs to initiated dialogues and mapped out on a protocol for reporting wildlife to the relevant law enforcement agencies. WCS used a social listening tool to analyse how wildlife traffickers use internet to illegally trade wildlife. Based on results of this study, we will create strategy for online based wildlife crime where we approach it as source of intelligence for law enforcement operation which is more comprehensive and productive than a single reporting protocol.
Activity 1.1. Carry out daily online media track journalists to articles that are promoting internal promo	ational wildlife trade or consumption	In three years of project time (1st April 2014 – 31st March 2017), our media tracking collated 3,020 articles covering illegal wildlife trade in both Vietnamese and English (1046 Viet Nam news & 1974 international news) in which 1731 articles showed positive views, accounting for 57%; 147 (5%) articles having balance views; 1115 (37%) with no clear views; and 27 articles of negative views accounting for 1%.
Activity 1.2. Disseminate key reports, articles, wildlife trade and wildlife crime enforcement to 150 local journalists of the major news services.	the WCS Viet Nam media network of over	Continued sharing 29 selected news, articles and press releases that highlight enforcement progress and wildlife conservation via WCS Facebook and WCS mailing list of nearly updated 300 journalists
Activity 1.3. Collaborate with local civil society Organisation) in HCMC to develop and impler wildlife crimes (online and offline) to the relevant	ment a pilot system for volunteers to report	
Output 2. Local civil society and LEAs identify and begin to address the priority barriers to the prosecution and punishment of transnational wildlife trafficking cases and the key actions required to address these issues	2a. By the end of Year 2014 consensus is reached from Viet Nam WEN, National Assembly Committees, and key local civil society stakeholders on priority barriers, and key actions required to address these issues.	2a. WCS and the CITES MA developed a broader process of consultation across the law enforcement towards the development of a Prime Minister endorsed program on controlling the trade and consumption of endangered species to highlight priority barriers, and key actions required to address the obstacles to effective enforcement across government. Priority barriers were identified through a participatory VN WEN led process that involved applying the ICCWC analytical framework for national responses to wildlife and forest crimes. Priority barriers and loopholes of legislations for wildlife protection in Viet Nam were identified and analysed through our different meetings and workshops to get consensus on solutions to propose revision of Articles 234 & 244 of the draft 2015 Penal Code.
	2b. Policy paper endorsed and disseminated by CITES MA to policy-makers in Government, Communist Party, and the foreign diplomatic sector.	2b. WCS provided technical support for CITES MA to facilitate the development and approval of Directive 28/CT-TTg on on preventing and combating violations of wildlife protection laws dated 17th September 2016 by the Prime Minister which is the an expansion of Directive 03/CT-TTg on 20th February 2014 on strengthening management and implementation of controlling and conservation measures for endangered wildlife.
Activity 2.1. Participatory exercise held at VN	WEN meeting to identify and rank barriers to	WCS partnered with UNODC to carry out an analysis of enforcement efforts under the framework of the ICCWC Wildlife and Forest Crime Analytic Toolkit. Hosted inter-agency

effective enforcement.		workshop for Vietnam enforcement agencies to build support for the assessment and prioritise geographies and assessment focus.
		In the workshop in Cuc Phuong in 2017, 40 members of the National Assembly were updated about the IWT's current situation and its impacts; encouraging them to pay more attention to monitor law enforcement in wildlife protection and management as well as considering WCS's proposal for amendment of Article 244 of the Revised 2015 Penal Code.
Activity 2.2. Study commissioned to collate existing data and prepare a briefing paper		WCS facilitate the formation of a National Working Group with representatives from Ministry of Public Security (MPS), Customs Anti-smuggling Unit, National Forest Protection Department, SPP and the Supreme People's Court who was each assigned to conduct a study following the Toolkit analytical framework.
		With leveraged co-financing from UNODC, we recruited two international enforcement consultants to carry out a field mission in Viet Nam to interview local law enforcement agencies in key wildlife trafficking areas across key hotspots of Vietnam and to produce the ICCWC Toolkit report.
Activity 2.3. Briefing paper distributed for end	lorsement from VN WEN members	ICCWC Toolkit report and summary endorsed by VN-WEN and submitted to Government. The report is now published by UNODC.
Activity 2.4. Briefing paper disseminated to ke parties.	ey Government departments and other	See 2.3 above
Output 3. Vietnamese diplomatic missions, migrant worker associations and trading and tourism companies in and relating to key African ivory and rhino horn source/transit states are informed of the risks, punishments and scaled up law enforcement efforts and political commitment to tackling this in both Africa and Asia	3. By the end of 2017, >50% of the Vietnamese diplomatic missions, migrant worker associations and trading and tourism companies in four key African ivory and rhino horn source/transit states (Mozambique, Tanzania, Angola, and Kenya) have collaborated on project activities	100% Vietnamese diplomatic missions in key African source countries including Mozambique, Tanzania, Kenya, South Africa, and Angola have shown their active cooperation with WCS project activities so far. In 2017, WCS have finalized cooperation agreement with Viettel Global for dissemination of IEC materials and alerting SMS to Viettel staff in African countries with Viettel presence.
Activity 3.1. Official correspondence drafted a diplomatic missions, associations, and comparantely Angola.		Official correspondence sent to Diplomatic missions, further research being carried out on associations, and companies in range states before Africa trip for VN-WEN members
Activity 3.2. Outreach events held in cooperation with Vietnamese diplomatic missions, targeting associations, and companies in Mozambique, Tanzania, Kenya, and Angola.		In May 2015, WCS in partnership with Vietnam Embassies in Mozambique, Tanzania, and South Africa coordinated a 10-day mission of key Viet Nam law enforcement and regulatory agencies to meet their counterparts in the ivory and rhino horn range states including Kenya, Tanzania, Mozambique and South Africa. During the trip, we organized two outreach events for Vietnamese communities in Mozambique and Viettel staff in Tanzania. We also built a partnership with Viettel Corporation in Tanzania and Mozambique for our crime prevention outreach campaigns for Vietnamese communities in Africa. In 2017, WCS cooperated with Viettel Global on signing cooperation agreement including
		cooperation plan, finalization and dissemination of IEC materials and alerting SMS to Viettel staff in African countries. Cooperating with Vietnamese Embassies in Angola,

		Mozambique, South Africa, and Tanzania, we printed and distributed 2000 pamphlets and 1000 posters in Vietnamese (with English translation available for reference) providing information of the strict punishments in wildlife trafficking in line with wildlife conservation laws and codes of five African countries Angola, Kenya, Mozambique, South Africa, Tanzania and Viet Nam.
Output 4. Formal and informal interagency forums are functioning and the relevant LEAs are regularly sharing information through briefings and cooperating on planning and developing	4a. VN WEN holds annual inter-agency coordination meetings and are attended by all member agencies, by relevant staff members (i.e. not junior staff as present)	4a. Three annual VN WEN meetings have been attended by seniors from all member agencies in April and July 2015 and June 2016. Local level officers also involved to ensure discussion were grounded in reality.
strategies to tackle rhino horn, elephant ivory and big cat trafficking crimes	4b. By 2017 VN WEN members have implemented at least three joint-field missions, authored at least three joint-reports on key wildlife crime issues, and held multi-agency briefings to communicate those.	4b. WCS supported three interagency field missions to wildlife trafficking hotspots including the Mong Cai city (Quang Ninh province) in January 2015; Moc Bai border gate (Tay Ninh province) in July 2015 and Cau Treo Border gate (Ha Tinh province) in June 2016.
Activity 4.1. Annual VN WEN meeting of nation	onal LEAs on key topic/geographic area	The project supported the CITES MA to organize three VN WEN meetings in Ha Noi, Ho Chi Minh, Nghe An in April and July 2015 and June 2016 respectively.
Activity 4.2. Regular informal meetings of ind crime issues.		Hosted a series of joint-agency consultation meetings and informal gatherings to build support across Ministries and commissioned an independent legal review of the Draft Prosecution guidance circular in 2015. Assisted development of Ministry of Agriculture & Rural Development's proposal for the centralization and inventory of all CITES App I seized products (notably, elephant ivory, rhino horn, and tiger skins) in 2016. Had different consultation meetings with selected VN WEN members such as Department of International Cooperation and Mutual Legal Assistance - Supreme People's Procuracy (SPP) and Department of Foreign Relations – Ministry of Public Security (MPS) for strengthening law enforcement cooperation for CWT between Viet Nam and Mozambique. We also met with anti-smuggling police (C74) and environmental police (C49) for the development of wildlife crime prevention strategy and capacity assessment; and with the People's Police Academy on capacity assessment and training curriculums for police.
Activity 4.3. Joint-agency field missions to 'hotspot' areas to gather information for briefings to VN WEN members		There joint field missions to hotspot of wildlife trafficking were organized for VN-WEN members during the project time including the joint field missions of CITES MA and Customs to the Viet Nam - China Border in January 2015, the inter agency field mission to Moc Bai border gate, Tay Ninh province – a major trafficking choke-point on the Viet Nam-Cambodia land border and the field mission to Cau Treo border area (Viet Nam and Lao PDR border) to have a meeting with Cau Treo Customs Sub-department. These field trips were for national level agencies better recognize and understand the situation of illegal trans-border trade in Viet Nam.
Output 5. Frontline police, customs, forest rangers and prosecutors start utilising intelligence analysis software and applying professional investigative techniques to gather and manage information on wildlife		



Activity 5.4. Entry of data and archive information on HCMC wildlife crimes, production of intelligence charts, reports	
Activity 5.5. Implementation review and report to VN WEN Annual meeting in year 3	Leveraged support from other funding sources, on 24th March 2017, WCS Viet Nam supported Viet Nam CITES MA to organize a VN-WEN meeting on how CITES was implemented by members of the network with specific areas pointed out in Directive 28/CT-TTg by the Prime Minister dated 17th September 2016, which is the an expansion of Directive 03/CT-TTg dated 20th February 2014 on strengthening instructions and implementation of solutions to control and protect precious, rare and endangered wildlife species, with more emphasis on the urgent actions needed to fight trans-national wildlife crimes and the illicit trade of rhino horn and ivory. The members agreed on having an intensive training on increasing capacity in CITES implementation and for CITES to hold a workshop on the 2015 revised Penal Code with new articles on wildlife crimes.
Activity 5.6. Annual procuracy and judiciary training programs in wildlife crime suppression	During the project, we have organized three trainings for procuracy and judiciary partners in Ho Chi Minh metropolitan area. The first training workshop on improving the handling of wildlife crimes was organized in Nui Chua, Ninh Thuan in May 2015 with 32 participants from procuracy, court, police and forest protection. The second training on legal framework for wildlife protection was co-organized with Ho Chi Minh People's Court in Phu Quoc, Kien Giang for 28 participants from Ho Chi Minh People's Courts and district level courts. The third one was co-hosted by WCS and Viet Nam CITES MA on CITES Implementation for VN-WEN member agencies from 26th to 27th December 2017 in Ho Chi Minh city.

Annex 3 Onwards – supplementary material (optional but encouraged as evidence of project achievement)

Please include here a list of all annexes you are including alongside your final report, which can be submitted as separate document/s.

This may include the Means of Verification material you listed in your project logframe. For example, the abstract of a conference, the summary of a thesis etc. If we feel that reviewing the full document would be useful, we will contact you again to ask for it to be submitted.

It is important, however, that you include enough evidence of project achievement to allow reassurance that the project is continuing to work towards its objectives. Evidence can be provided in many formats (photos, copies of presentations/press releases/press cuttings, publications, minutes of meetings, reports, questionnaires, reports etc.) and you should ensure you include some of these materials to support the final report text.

- Legislation document: Directive No. 03-CT-TTG-2014 on strengthening the control and protection of precious and rare wildlife dated 20th February 2014_VN
- 2. Viet Nam Wildlife and Forest Crime Toolkit Report 2015 EN
- 3. Trip report: Vietnam Wildlife Enforcement Network to Africa_May2015_EN
- 4. Training report: Ho Chi Minh procuracy workshop_May 2015_EN
- Trip report: Vietnam Wildlife Enforcement Network Meeting in HCMC and field mission to Moc Bai_July2015_EN
- 6. Enforcement report: Phan Huynh Anh Khoa case Nov2015 EN
- 7. Training report: Ho Chi Minh People's Court training_Mar2016_EN
- 8. Trip report: Vietnam Wildlife Enforcement Network meeting in Vinh & field mission to CauTreo) June 2016 EN
- 9. Intelligence product: Nhi Khe intelligence map June 2016 EN
- 10. Trip report: DongNai & BinhDuong surveys Aug 2016 EN
- 11. Training report: Intelligence training in HCMC_Oct 2016_EN
- 12. Survey report: Illegal Wildlife Trade on social media_Mar2017_EN
- 13. WCS Report: Online Illegal Wildlife Trade in Viet Nam 2015-2016 Mar2017 EN
- 14. Cooperative Agreement: Viettel WCS Agreement Mar2017 VN
- 15. Samples of Information Education and Communication (IEC) materials VN
- 16. List of Press Release from 2014-2017
- 17. Media coverage on IWT-funded events from 2014-2017
- 18. Highlighted international news on wildlife trade from 2014-2017
- 19. Selected photos for 3 years from 2014-2017.

Checklist for submission

	Check
Is the report less than 10MB? If so, please email to <a href="https://www.lwt.number.n</td><td>YES</td></tr><tr><td>Is your report more than 10MB? If so, please discuss with <a href=" https:="" td="" www.number.numbe<=""><td>NO</td>	NO
Have you included means of verification? You need 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 want 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.	NO
Have you involved your partners in preparation of the report and named the main contributors	YES
Have you completed the Project Expenditure table fully?	YES
Do not include claim forms or other communications with this report.	,I