

Illegal Wildlife Trade (IWT) Challenge Fund Annual Report



Important note: To be completed with reference to the Reporting Guidance Notes for Project Leaders: it

'is expected that this report will be about 10 pages in length, excluding annexes

Submission Deadline: 30th April

IWT Challenge Fund Project Information

Project Reference	IWT 017
Project Title	Tackling Illegal Wildlife trade in Mongolia through improved law enforcement.
Country/ies	Mongolia
Contract Holder Institution	Zoological Society of London
Partner institutions	Legal Atlas, IRIM.
IWT Grant Value	480,583
Start/end dates of project	Start: 1st April 2015 End: 30th March 2018
Reporting period (e.g. April 2015-Mar 2016) and number (e.g. Annual Report 1,2,3)	April 2015-March 2016
Project leader name	Dr. Gitanjali Bhattacharya/Nathan Conaboy
Project website	ZSL.org/Mongolia
Report author(s) and date	Nathan Conaboy/Gitanjali Bhattacharya 27 th April 2016

1. Project Rationale

Illegal wildlife trade in Mongolia is a serious, yet under-reported problem. A 2006 report, Silent Steppe (Wingard and Zahler, 2006), revealed that the trade is valued at US\$ annually and is causing catastrophic declines of important species in Mongolia. The main cause of this decline was hunting for the fur trade.

Mongolia's hunted wildlife is often low in value but high in volume, so the impact on a given species is great and the number of species affected is significant. Due to the broad spectrum of wildlife hunted, and that 25% of the human population engages in hunting, and 75% of the population use wildlife products, most medium and large mammals are affected (Wingard and Zahler, 2006).

Mongolia has taken steps to address this crisis but significant capacity gaps and challenges remain. ZSL and the Ministry of Environment, Green Development and Tourism (MEGDT) identified a number of gaps in the Convention on Biological Diversity 5th National Report including the following:

A lack of systematic knowledge in wildlife management, especially trade, is substantial. Studies have shown harvest quotas and licensing totals are dwarfed by the number of wildlife products available at market. Additionally, while several government bodies have enforcement authority and regularly conduct patrols within their jurisdiction, there is no standardised method or protocols for interagency data sharing. Inadequate training and capacity to enforce existing hunting and trade restrictions is also an issue. When engaging with the community, inadequate use of economic incentives and fines results in lack of community support, restricting information flow and preventing timely intelligence from being received. This project aims to address these key gaps.

This project was designed based on comprehensive reports on Mongolia's wildlife trade crisis and in consultation with project partners.

ZSL will be responsible for overall project management, creation and oversight of project work plans, risk and issue management, and will provide technical support in developing and delivering training, and developing the database for law enforcement agencies.

Legal Atlas will be responsible for managing the baseline IWT household and market surveys, data management and analysis and report writing of the baseline survey. Legal Atlas will also conduct a comprehensive legal review with legislation recommendations.

1.Current status of Illegal Wildlife Trade in Mongolia is defined as accurately as possible using proven and comparable methods.

The project will operate as a sequel to the most comprehensive IWT study conducted in Mongolia to date, Silent Steppes: the illegal wildlife trade crisis in Mongolia. The current project will utilise survey methods and data collected during the Silent Steppes project allowing us to build on existing dataset. These surveys will act as a baseline for monitoring project success. WCS will compile the surveys into a final report analysing the changes in IWT over time.

Household consumption surveys

4000 surveys will be directed at households in all 21 provinces of Mongolia to determine the species and numbers of animals hunted, the amounts sold to markets and the products and amount bought at markets. The survey design, data collected and analysis is developed from Wingard and Zahler (2006) and will be used as a comparison at the end of the project period and beyond by ZSL as a component and measure of the project success.

Market surveys

WCS will conduct 1100 observational surveys and, following findings from Wingard and Zahler (2006), interviewers posed as traders will collect data from known wildlife trade markets in Ulaanbaatar and other known trade centres such as souvenir shops at the international railway station.

2. The Customs Office and Mongolian State Police have the capacity to identify illegal wildlife products, prevent the transport of goods from Mongolia into China, and produce concise, informative records.

Training and capacity building

A training needs assessment will be conducted by ZSL training team focusing on the Border Agency and Mongolian State Policy. Training will be determined after the assessment and consultation with the relevant agencies, but based on existing reports and requests to ZSL and partners, topics are likely to include recognition techniques of IWT products, data management and trans-border cooperation. The use of sniffer dog units may also be included to help identify wildlife products as it has been requested by the State Police already. Course will take place in Ulaanbaatar and at the main trade border crossing with China at ZamynUud and training courses will be designed and implemented by ZSL, with input from the State Police Department.

Create/update IWT database

ZSL's current work on Mongolia's CITES report has revealed that current databases maintained by the customs office are complex, unclear and inaccurate. Developing a more user friendly database will help significantly in providing a clearer picture of trans-boundary trade and assist in identifying key hotspots to improve law enforcement efforts. The database design will be led by ZSL project staff and training provided by ZSL training team.

Multi-agency Committee

A multi-agency committee will be created in to complement the existing task forces in the Eastern Steppes made up of the Protected Area administration which have proven to be very effective in law enforcement.

3. Legislative amendment suggestions provide a legal framework to facilitate an increase in IWT convictions and increase income to local communities.

Legislation review and judicial review

Legal Atlas will conduct a desk-based review of Mongolia's existing wildlife-related laws and draft a list of needed amendments, the output of this will also comprise publically accessible information on wildlife legislation and a 'roadmap' for use by the relevant agencies and government departments to increase stakeholder understanding of roles and responsibilities in the legal process. ZSL will work with the relevant government agencies to discuss, revise and ultimately provide a list of amendments. ZSL's existing strong relationship with the MEGDT puts us in good stead to make quick and effective progress in this area.

In line with the Nagoya Protocol, mechanisms based on ensuring local communities benefit from wildlife take will be developed. Funds from hunting permits and fines fall under this category. Currently this money is dissolved into central government spending although the government has proposed a change in this situation. ZSL and local consultants will develop a protocol to recommend to MEGDT regarding how to direct income at community groups, protected areas and local NGOs.

4. A wildlife crime outreach programme increases information flow between the local community, general public and enforcement agencies.

Contribute to an existing wildlife hotline

Through ZSL's strong British embassy support, links to the director of Mobicom, a leading mobile phone company, will enable the establishment of a free hotline to make reporting wildlife poaching and trade quick, simple and at no cost to the caller. Under current Mongolian law the caller will be entitled to a cash reward if a fine or prosecution results. With the help of the British embassy ZSL will formalize the agreement with Mobicom and develop an information management protocol with the ministry of Justice and MEGDT.

Conduct information campaign to publicise the hotline and IWT

ZSL will manage and lead a communication campaign to inform the public about the new hotline and raise awareness about wildlife crime. A text message campaign through MobiCom phone users (who comprise 47% of the population), a media approach through newspapers, TV and radio can all be achieved by paying for airtime or space in papers. Public information is commonly disseminated this way as even the most rural communities often have a simple power source for radio and TV.

The project will advance knowledge of the impacts of IWT in Mongolia and improve on the current capacity of the legal system to meet the requirements to cope with current crashing wildlife populations. Policy suggestions brought about through judicial reviews will improve the use of knowledge regarding IWT and sustainable use and re-focus any financial gains from legal wildlife use back to the relevant communities, a concept introduced by central government which the project will facilitate through legal recommendations and training with ZSL partner organisations.

Communities involved

Law enforcement

Border confiscation rates will be monitored throughout the year with newly developed databases intended to be an improvement on currently over complex databases to enable the Ministry of Environment and Green Development to keep track of arrests and prosecutions. Multiple agency personnel will be trained, and coordination will be achieved (through multiagency team creation) that will enhance efficacy of enforcement and improve relations and communication.

Community

Recent changes between 2011 and 2013 in hunting laws have acknowledged the need to reassess legal hunting permit fees and illegal hunting and trade fines, the project will outline a strategy for this money to ensure it benefits the local communities in the relevant provinces by supporting local wildlife initiatives, newly established Local Protected Areas, State Protected Areas and local NGOs. Through a review process set up by the project and run by a committee of law enforcers, NGOs and government staff.

Hunting permit fees and fines, will be channelled back into community pots specifically for wildlife protection and conservation initiatives established by a beneficiary committee and reviewed annually.

Local conservation initiatives

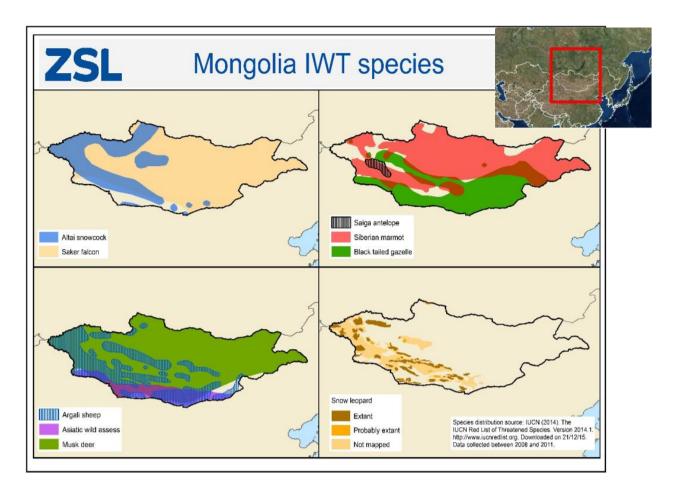
Direct financial benefits will be monitored by quantifying money going to local conservation initiatives. The beneficiary committee can directly quantify the output from this element of the work through published accounts of the administrative unit tasked with distributing funds from IWT and legal trade. The focus would be, although not exclusively, on funding networks of newly established Local Protected Areas which have been set up with recent funding from MEGDT, UNDP and KfW in line with the government target to increase the coverage of Protected Areas in Mongolia. LPAs are often community run, employing people locally with a small NGO at the centre. They are expected to generate funding themselves although it is understood many are struggling to do so, therefore funding directed at these organised conservation units would benefit those employed by the LPA and help in achieving their conservation goals.

Herders

Herder groups also stand to benefit. Local herder livelihoods will be improved as livestock is their "bank", and if they have to continually "withdraw funds" to support family protein requirements it can lead to an increase in poverty. Thriving wildlife populations allow for sustainable offtake that improves livelihoods. Both of these effects will help to reduce poverty by improving revenue, and both of these situations are key focal points being pushed by the Mongolian government. This is a potential long-term benefit of the project and so monitoring, with accuracy, of this will be unlikely in the project timeframe. However herder perceptions will be assessed through participatory assessments at the end of each project year enabling the project to monitor the perceived status of the habitats by those who work in them.

Project Map

The maps below show species distributions of some of the key focal species of the project. Mongolia, outlined in black, is bordered by Russia in the north and China to the south.



2. Project Partnerships

ZSL's collaboration with national NGO, Steppe Forward continues to go from strength to strength. ZSL is assisting Steppe Forward to strengthen Mongolian capacity in biodiversity conservation with the aim of empowering Mongolian people to create and manage conservation programmes by providing them with the tools and skills necessary to design and implement their own ecological studies, surveys and monitoring schemes. Steppe Forward staff are on secondment to the project and are conducting all administration and in-country logistical oversight for the project. The Steppe Forward office, provided by ZSL is the base for the project in Mongolia. Steppe Forward and ZSL staff continue to work well together to deliver the objectives of this project. Steppe Forward Staff have contributed with the development of this annual report.

In addition to their significant survey experience, Legal Atlas have immense expertise in conducting legal review and suggested legal framework amendments. Legal Atlas will use its expertise to undertake a formal legal framework review involving an online resource of policies, maps, figures and infographics and draw up a comprehensive list of legal amendment suggestions in order to strengthen Mongolia's laws pertaining to IWT.

ZSL's main project partner on the proposal WCS proposed that WCS would involve James Wingard, co-author of the first Silent Steppe survey to assist WCS in supporting ZSL in designing and conducting the follow up Silent Steppe surveys. WCS would provide some support staff to conduct half of the surveys and James would oversee the survey design, data analysis and report writing. However due to a severe winter that led to a backlog of work combined with other project commitments, WCS was unable to consider supporting ZSL in providing logistic support. It was agreed that ZSL would work directly with James Wingard, an independent consultant with Legal Atlas to design the surveys and a local partner, IRIM would work closely with ZSL to provide logistic support to field surveys. Both organizations have significant expertise and capacity in order to help ZSL to achieve the outputs within a reasonable time frame despite the initial delay in field operations on account of the severe winter that paralyzed the country this past winter.

IRIM is one of Mongolia's leading national organisations specializing in research, monitoring and evaluation and training projects and will provide logistic support. Over the last 8 years, IRIM has successfully conducted projects in more than 220 towns of 21 provinces in Mongolia and the major cities including Ulaanbaatar, the capital city. Today, IRIM's presence in cities and rural areas is increasingly prominent and adds considerable value to the effective collection of data from remote locations using highly trained and experienced staff. As over 90 percent of IRIM's research projects are regional or national in scope, most parts of the country are visited by IRIM staff routinely. This results in almost year-round rotation for IRIM researchers across the country; as such they bring a wealth of valuable practical field knowledge and survey experience to the project. IRIM's capacity to conduct projects across the country is facilitated by its extensive cooperation with local governments and officials. The partnership with IRIM will be one of the key factors for effective implementation of field surveys, advocacy or training projects is cooperation with local officials, at the most primary level.

With extensive experience conducting social surveys throughout Mongolia IRIM will support ZSL and Legal Atlas in developing the surveys to ensure they are logistically manageable and appropriate for the Mongolian context. This includes survey structure and content. IRIM will also be responsible for the logistics of training delivery as well as involved in training content development and delivery.

In addition to project partners we have established MoU's with the following government departments and national institutions that have been identified as a major stakeholder in IWT mitigation:

- Mongolia's Ministry of Environment, Green Development and Tourism (MEGDT)
- The General Agency of Special Inspection
- The Customs Office
- The Police Eco Crime Unit

Rapid staff changes at these institutions over the past year and a shuffling of roles and responsibilities amongst departments has led to delays in progressing partnerships and training delivery. This had been identified as a potential risk on ZSL's proposal. ZSL has made every effort to build strong relationships with newly appointed staff and maintaining good communication links with all government agencies in a bid to mitigate against delays caused by the need to rebuild relationships within the relevant departments and agree a feasible workplan.

The Ministry of Environment have agreed to second a staff member to the project to provide logistical support to ZSL during the field surveys. This staff member will also act as a liaison between Legal Atlas and the National Institutions required throughout the legal review data collection and is a significant achievement ensuring access to data and continued support of Government agencies at all levels.

The Agency of Special Inspection, Customs office and the Police Eco Crime Unit are all active and important partners in the training programmes, due to their close involvement with law enforcement on issues of IWT. In addition the Customs Office has agreed to provide seized specimens for training of the Silent Steppe survey teams and the law enforcement training programme. This a valuable contribution to the project.

Mobicom is Mongolia's largest telecommunications and media company and will provide the project with media outreach including a text message campaign they have allowed us to work with their creative and media departments in developing ways to disseminate some of the information that comes out of Silent Steppe 2 report. This is a significant milestone for the project allowing us to reach the public in an innovative manner and offers a nationwide audience to the very important challenge of IWT facing Mongolia.

A Wildlife Hotline to which crimes could be reported had also been proposed under ZSL's project. However, WWF Mongolia was able to obtain funding and launch a similar hotline before ZSL's DEFRA funded IWT project was successful. ZSL is in close discussions with WWF Mongolia to ensure that there is no replication of successful initiatives that are already underway.

3. Project Progress

3.1 Progress in carrying out project activities

The project outcome is expected to be achieved and all outputs are expected to be met following some changes to a small number of activities. Despite this the project has experienced considerable challenges in the initial phase on account of 2 factors;

- 1) Severe weather throughout the autumn and winter of 2015 and
- 2) frequent, significant political institutional changes.

The extreme cold, with temperatures dropping to -40°C forcing some provinces to declare a state of emergency, has delayed field work which has had a knock-on effect of delaying related project activities (1.1-1.3, 3.1, and 3.7).

The political and institutional changes in Mongolia have resulted in slow processes in building relationships and developing MoUs with the government and national institutions. These points are discussed in greater detail in section 3.4. Despite these two points ZSL has covered lost ground and is on track to achieving its outputs throughout year 2.

All Activities relating to their specific outputs are reviewed below.

Output 1

Current status of Illegal Wildlife Trade in Mongolia is defined as accurately as possible using proven and comparable methods.

Activity 1.1

Household surveys; replicate 2006 nationwide survey to determine wildlife take, use and trade in each of Mongolia's 21 provinces, with a total of 4000 household surveys.

Following the partnership with Legal Atlas and IRIM survey methods have now been defined and training, data collection and analysis dates have been set for the following fortnight. The survey is designed to be comparable with the previous IWT surveys conducted in 2006 and incorporates improvements to account for respondents avoiding questions that may reveal their own illegal activities. Unmatched Count Technique will be used for this and it involves a process in which the respondents do not incriminate themselves by answering sensitive questions truthfully. Through the survey activities we are significantly developing the capacity of both ZSL's ongoing local partner, Steppe Forward, and IRIM buy encouraging a hands on approach to survey development and training with Legal Atlas. Part of Legal Atlas's role in the project is to develop these skills among our partners.

Activity 1.2

Market Survey; replicate 2006 market surveys at know wildlife trade centres and shops throughout Ulaanbaatar, 1100 surveys to be conducted.

Preparation of training materials and survey design is proceeding well, the Customs Office will provide IWT product samples and we have collected all existing sample materials used by state departments involved in the detection of IWT and law enforcement. Markets throughout Mongolia have been selected including trade sites throughout the capital city, Ulaanbaatar. We have also developed the selection of trade sites from the 2006 survey to include more discrete trade sites such as hospitals and online.

Activity 1.3

Wildlife trade report produced indicating current status of wildlife trade in Mongolia and a comparative analysis with Wingard and Zahler (2006). This will be conducted in the first and final years of the project.

The Wildlife trade report will be published by the end of April 2017. The report will contain the results and discussion of the Silent Steppe surveys and legal review. The report structure has been set and the first chapter outline is provided in Annex 5.

Output 2

Effective, well-trained border and enforcement staff team.

Activity 2.1

Collate information; all existing training materials for law enforcement agencies highlight gaps or areas which need improving. ZSL already has many of these materials for work on the CITES report but needs to develop a better understanding of what exists already.

Illegal Wildlife Trade training materials used by the Police, Customs and State Inspection have been collated. This involves 3 physical manuals and a DVD, most materials have been produced by WWF TRAFFIC programme in collaboration with the Customs Office and the Police Eco Crime Unit. Meetings on 8th June, 28th October 2015 and 18th January 2016 highlighted gaps in these existing materials and further planned workshops will help us develop content for new material.

Activity 2.2

Workshop held with police and border agencies to determine specifically the training needs regarding identify illegal products. Many are not obvious as they can be transported over the border fresh or dried. The Police Department has already expressed to ZSL staff the need for such training.

The workshops have not yet been conducted given the issues outlined in sections 2 and 10 of this report. Eight meetings have been conducted with the Police and Customs between 22 May 2015 and 26th April 2016 to discuss the workshops. The MoU with the Police has been signed and so we expect this process to continue in earnest.

Activity 2.3

Training material. Produce training materials, sample products and data collection and storage methods working with the police, border agency and MEGDT.

Training materials are being developed using samples provided by the Customs Office. The project team have created a library of existing material which will be used as a starting guide for the workshops, during which we will work with relevant departments to produce training materials they have had input in. Therefore encouraging buy-in to the materials and increasing the likelihood of high efficacy.

Activity 2.4

Deliver Training. Deliver five training workshops with law enforcement agencies in Ulaanbaatar and at the road and rail border town of ZamynUud in Year 2 and five training workshops scheduled in year 3 in key landscapes based on results of the household based surveys. The training will be focussed on detection and data management.

This Activity is not due to start until project year 2 and 3 and will go ahead as planned. Preceding activities as discussed above are going well.

Activity 2.5

Training assessments conducted before and after training to assess participant uptake; training will be adapted and repeated if uptake is not >90% for each participant.

Training assessments will be developed during project year 2 as planned. We are planning to conduct training assessments with IRIM who are an experienced M&E partner to ensure an experienced and effective assessment.

Activity 2.6

Multi-agency Task Force;2 multi-agency task forces created in 2 regions to complement the existing task forces in the Eastern Steppes which have proven to be very effective in law enforcement.

The approach to the Task Forces has changed following consultation with national stakeholders and members of existing task forces. Rather than equipping people on the ground, ZSL will strengthen the management of existing law enforcement agents by establishing a committee of key officials and reinforcing the processes and activities of existing

law enforcement units. The committee structure is in draft and will likely involve staff from the following positions:

National Committee Representatives

- National University of Mongolia- Dr. S. Gombobaatar (wildlife expert and a national member of CITES Committee, Mongolia).
- Police Department- Representative to be finalised
- State Inspectorate Agency Representative to be finalised
- Customs –a representative and member of the National Committee
- Ministry of Environment, Green Development and Tourism- Mr. A. Bayasgalan, a representative and member of the National Committee; a senior officer of the MEGDT and a national member of CITES Committee, Mongolia
- National University of Mongolia- Dr. B. Oyuntsetseg, plant expert and member of the National Committee
- Steppe Forward Programme- Mrs M.Myagmarsuren, member of the National Committee.

Output 3

Legal framework established, facilitating an increase in IWT crime convictions.

Activity 3.1

Review all Mongolian legislation relating to wildlife trade and hunting and recent changes since updates in 2011.

The legislation review was due to take place in the 3rd and 4th quarter of year 1 and is currently underway following delays outlined in section 2 and 10 of this report. Data collection is now due to be completed by the end of the first quarter of Year 2 and will be formally written up for the Mongolian Government by the end of the 2nd quarter of year 2. With Legal Atlas now conducting the review we have an IWT legal expert who will be based in Mongolia for three months to conduct the review.

Activity 3.2

Log frame; develop a model to fully demonstrate how the legal framework relates to convictions and a reduction in crime. Highlight gaps in the framework in order to provide target areas for legislative amendments.

This activity runs in tandem with Activity 3.1 and will be conducted by the legal expert referred to above. Some legal gaps have already been highlighted in the Convention on Biological Diversity 5th National Report developed by ZSL and MEGDT have expressed strong value in this activity on building on the current understanding of the legal system relating to IWT.

Activity 3.3

Legislation; Work with MEGDT to effect amendments to; the Law On Fauna; the Law On The Control And Prohibition of Animal And Plant Derived Products; the Law On Payment Of Natural Resource Use; the Law On Environment; Law On Regulating International Trade Of Endangered Wildlife And Plants And Derivatives.

The Ministry of Environment will be presented with gaps and any suggested legislative changes following activities 3.1 and 3.2. If legislative changes are suggested they may not be complete during the time frame of the project due to the complexity of such actions, in particular 2016 being a national election year and Mongolia hosting the ASEM meeting in 2016. Every effort will be made to ensure that these legislative changes are recommended by appropriate authorities by the end of Year 2 of the project.

Activity 3.4

Wildlife hotline: Improve crime reporting mechanisms, finalise a formal agreement with MobiCom to introduce a free reporting hotline to police headquarters in Ulaanbaatar from where local authorities can be contacted to mobilise existing local response teams.

Following a review of existing services in May 2015 ZSL will now work with WWF to strengthen a new hotline they developed at the time of the original IWT proposal. Rather than duplicating activities ZSL has discussed the possibility of cost sharing the hotline beyond the original WWF timeframe and by including promotion of the hotline through our project partners, Mobicom. We plan to be fully engaged with the hotline by August 2016.

Activity 3.5

Fines; work with the ministry of justice and MEGDT to establish fines that offset market incentives and can be changed easily to reflect changes in market prices and demand. Use recently established species ecological values to determine baseline starting point for fines

Fines have been established and are set at values relative to the individual species ecological value which was established in 2012. Following meetings with the Police Eco Crime Unit it will be a valuable process to review how effective changes to fines have been and how this might affect and drive future decisions on fines. This will be submitted to the ministry along with the legal review.

Activity 3.6

Reporting crime incentives increased. Work with MEGDT to introduce guidelines to reporting wildlife crime that includes reporter anonymity and increased financial incentives. These changes will be involved in the legislation amendments and promoted through the MobiCom campaign and TV appearances.

Following meetings with the Ministry of Environment they have indicated that they would make a decision on whether to commit to this suggestion following the findings of the legal review. Mobicom are engaged with the project and poised to disseminate project information as this activity is conducted.

Activity 3.7

Information campaign; a four tier approach. Establish a text message campaign through MobiCom phone users, a media approach through newspapers, TV and radio can all be achieved by paying for airtime or space in papers. Public information is commonly disseminated this way as even the most rural communities often have a simple power source for radio and TV, MobiCom is the only provider with signal coverage in every town and village throughout Mongolia.

ZSL has initiated a very successful partnership with Mobicom and is involved in designing the text message campaign and public information messages for use in media in partnership with the Mobicom team. They have offered staff from their marketing and creative teams to generate innovate ways to produce a suite of effective social marketing tools the project will use.

Activity 3.8

Payment for resource use; through local administrative offices establish payment mechanisms to Local Protected Areas. LPA are being established throughout Mongolia in a drive to reach a target of area under protection. LPAs are managed by community groups or NGOs overseen by the local government administrative unit but are expected to fund themselves at present. Many are struggling to do this.

This activity is on track for completion in Jan 2017 and is supported by Mongolia's NBSAP which sets this as a national target under national Objective 18.

Output 4

Community conservation efforts provided with significant funding.

Activities 4.2-4.5 are planned for project years 2 and 3 and so updates on these activities will begin in the second half-year report. Activity 4.1 has begun in year 1, as planned, and so comments on this activity are included below.

Activity 4.1 Establish a beneficiary committee of local administration, law enforcement and ministry staff to highlight potential areas of funding and monitor such funding.

This activity is due to take place predominantly throughout year 2 and 3 of the project. Elements that were planned for year 1 have been successfully completed, strong links with the relevant departments who will provide committee members have been made and the list of positions and committee structure is complete. Following the national elections in June this list will be used to establish and initiate the committee.

Activity 4.2 Establish a protocol for monitoring the funding going to local conservation efforts through the passing on of financial records at regular agreed intervals. This activity is expected to be complete by the second quarter of year 3 in 2017

Activity 4.3 Establish a review panel of existing and potential beneficiaries to the wildlife trade funds. Expected to be complete by the fourth quarter of year 2.

Activity 4.4 Establish a reporting mechanism of impact of distributed funds to be submitted to the beneficiary committee. Expected completion in second quarter if year 3, 2017

Activity 4.5 Establish working protocol, practices and strategic plan for the committee. Expected to be complete during the second quarter of year 2.

3.2 Progress towards project Outputs

Output 1

Current status of Illegal Wildlife Trade in Mongolia is defined as accurately as possible using proven and comparable methods.

Despite delays to the project in the first year and Output 1 being a large part of first year activities since working directly with Legal Atlas and IRIM activities have increased rapidly and the project is quickly making up ground from the first year delays. The Indicators for Output 1 in year 1 state 4000 household, 1100 market surveys and a comparative analysis of current data with data from 2006 will be completed by the end of year 1. These activities are due to go ahead in year 2 with the methods and outputs as planned. At the end of the project rapid market and household surveys will be conducted for project M&E purposes. The delays do not affect the likelihood of completion of Output 1 and we fully expect this to be complete by the project close.

Output 2

Effective, well-trained border and enforcement staff team.

The five training workshops are planned for year 2 and 3 of the project and we expect them to go ahead as planned. Training materials that will be used following the workshops are already being developed with the help of the Customs Office. The Indicators will be used as per the original proposal, the key targets for the training will be Police and the Customs Office as the most appropriate targets for the training. The Border Agency indicated they have limited involvement in issues relating to IWT and advised their involvement would not be suitable.

Output 3

Legal framework established, facilitating an increase in IWT crime convictions.

Partly delayed however still going ahead with most of the indicators expected to be met. Bringing in Legal Atlas will likely produce very strong results under this output because of their extensive experience with legal reviews in developing countries relating to IWT and the breadth of ways they are able to present this information in the form of a web platform with diagrams and infographics alongside a report. Indicator 3.1 which relates to the number of legislative

changes will be adjusted to fit our understanding that those legislative changes are not likely to be processed fully within the project time frame. However suggestions for legal changes and written acknowledgement of these suggestions would be an appropriate Indicator.

Output 4 These activities are planned to go ahead in years 2 and 3, initial activities for Output 4 have begun as planned and completion of this Output with Indicators 4.1-4.3 are fully expected to be met by the end of the project.

3.3 Progress towards the project Outcome

Project Outcome

Law enforcement agencies will develop increased capacity to implement wildlife crime laws resulting in an increase in arrests and convictions of wildlife criminals. Legislation will be amended to address gaps as well as provide revenue sharing mechanisms that will channel funds from anti wildlife crime activities back into the communities, reducing poverty and creating support for conservation. The severe decline of Mongolia's endangered species as a result of the illegal wildlife trade can begin to be reversed.

Progress towards the Outcome

The first year involved a lot of stakeholder engagement which has resulted in strong links to senior positions in the key government departments and national institutions as well as other local partners such as Mobicom. Additionally we have been able to ensure strong capacity building with our in-country partners having Legal Atlas committed to capacity development as part of the survey and Silent Steppe II report development.

Indicator 1 will be based on the nationwide household and market surveys conducted during 2016. A rapid household and market survey will be conducted at the end of 2017 to evaluate the impact of project activities throughout 2016 and 2017. Our team has successfully developed Survey and analysis methods along with strong relations with our partner organisations. This stakeholder engagement during year 1 has been crucial in maintaining strong ties despite broad institutional and staff changes among national state partner institutions. We expect Outcome 1 to be fully complete by the end of the funding period.

Indicator 2 will be used as an indicator to measure the success of the project in the final report. The relevant agencies are engaged with project MoU between ZSL and the State Inspection Agency, Police Eco Crime Unit, the Customs Office and the Ministry of Environment. Standardised data collection and management remains a useful indicator for the success of the project and we expect this to be fully complete by the end of the project year 2.

Indicator 3

Following discussions with the Police they have indicated that fines have recently been increased and the process to do so again may not be necessary and may take longer than the project timeframe. Our legal review will assess the value and impact of the recent fine increase and will make the relevant suggestions in the legal review. The decision based on the review still makes for a valuable indicator as it will inform of the success or lack of success of increased fines for IWT and poaching related crimes. The indicator will be met by the start of project year 3.

Indicator 4

The indicator of 30% of fines being rewarded to successful informants is expected to be met by the end of project year 2 and advice on ensuring anonymity is also expected to be successful. We aim to achieve this through the strong links we have made during year 1 with our project partner institutions.

Indicator 5

We have made good ground in securing the support, and developing outreach methods, with Mobicom who will help deliver the messages of the project to the public. This partnership gives us unprecedented access to at least 47% of the population which owns a Mobicom phone, in

addition to this baseline amount there are many more who access Mobicom's news website, gogo.mn, and read magazines published by Mobicom. As a result of this the project has gained the potential for great reach in promoting wildlife conservation and the project's message. This indicator will be assessed in the final rapid household surveys using baselines from National Statistics Office and from Silent Steppe 2 surveys. This will serve as a valuable project indicator and as an indicator to the potential long term impact of the project.

Indicator 6

We have made good progress as planned in gaining valuable support from MEGDT. This indicator is designed to clearly show an institutional level change that would benefit wildlife and communities. As discussed in section 3.1 under Activity 3.8 in this report the associated activity is useful in achieving targets in Mongolia's NBSAP and is therefore a valuable indicator for the success and long term impact of the project. We are optimistic that this will be achieved as planned.

Indicator 7

This remains a relevant indicator however the boarder agency staff will be replaced by Customs staff following the advice from both agencies. We have made good progress towards this indicator. Development of new training materials has begun based improving limited existing materials used by national agencies and the agencies involved have demonstrated their commitment having signed MoUs and attended 8 meetings throughout year 1. We are confident this Indicator will be met by the end of project year 2.

Indicator 8

In order to match an altered approach to the task forces this indicator will change to reflect retraining of existing management of local law enforcement agencies through a committee established to reinforce principles and existing practices and new concepts to increase efficacy on the ground. We have made good ground with this in drafting committee members and a framework and mandate for the committee. We expect this committee and its outputs of training and regular communication with agencies on the ground to be in place by the end of project year 2.

Indicator 9

This indicator will remain, although ambitious, an increase in prosecutions will indicate an increase in the effective improvements with law enforcement agencies. This indicator is a short term indicator of the project's initial success. The number of convictions should not continue to increase if future projects relating to wildlife crime are developed beyond the timeframe of this project yet it serves as a valuable tool in assessing law enforcement efficacy.

Indicator 10

We have made good ground in developing the nationwide surveys which will collect a significant amount of data that we will use to assess public attitudes towards IWT issues. It would be appropriate to adjust the dates of this indicator to the end of the project rather than March 2016. This remains a valuable indicator for the success of changing public attitudes towards the law and towards IWT specifically.

Project Outcome indicators

Indicator 1	By January 2018, levels of household consumption, and market availability of
	wildlife products decreased from 2015 baseline levels.
Indicator 2	By March 2016, the 4 relevant government agencies following the same
	standard data collection protocol.
Indicator 3	By December 2015, the maximum penalty fine for possession of IWT
	products increased by at least 100%.
Indicator 4	By August 2015, 100% of reporters of wildlife crimes have the right to
	anonymity and receive a reward of 30% of the fine.
Indicator 5	By January 2018, the level of public support for conservation in Mongolia
	increased by 10%.
Indicator 6	By January 2017, the proportion of revenue from hunting permits and fines

	that goes back into the relevant local environmental authority in each of the 21 provinces increased to 60%.
Indicator 7	Between May 2016 and September 2016, 100% of relevant border agency staff in Mongolia trained in advanced recognition techniques of IWT products and data management.
Indicator 8	By December 2015, two multi-agency wildlife crime task forces are operating in different regions of the country.
Indicator 9	By January 2018, the number of wildlife crime perpetrators arrested and successfully prosecuted increased by 50%.
Indicator 10	By March 2016, public confidence in Mongolia's legal system, with regards to wildlife crime prevention, will have increased by 5% from baseline Year 1 levels.

3.4 Monitoring of assumptions

Outcome Assumptions

Assumption 1	Current Mongolian government remains in power.
Assumption 2	The changes in fines and prosecutions are enough to stop hunters given the relatively low financial return for the most hunted products such as marmot furs.
Assumption 3	The Mongolian government remains resolute about its priorities in changing legislation to curb IWT in Mongolia.

Assumption 1

This is still very relevant. Changes in many departments, not just government, have plagued the project from the beginning. Since the last elections in 2012 there have been three Environment Ministers changing in December 2014, and September 2015 with trickle down effects of many staff changing. This is also true for the Police department which went through structural changes in January 2014 which led to further multiple changes over the years since. The Ministry of Justice changed in November 2014 which, again, led to many internal changes. In June 2015 the head of the Police Eco Crime Unity changed, this was a position we were dealing with directly at the time. Then in November 2015 the Eco Crime unit was switched from the Organised Crime Unit to the Crime Investigations Department and the Customs Office combined with the tax office on January 1st 2016. All of this leading to multiple staff changes, many of whom were involved with the project. The Prime Minister was ousted in a vote of no confidence on 5th November 2015. Following this there was a major restructuring across most ministries, with splits and mergers and the creation of new ministries beginning on the 15 of December 2015.

While it is clear that Assumption 1 is very relevant it could be updated to incorporate the reality of the government remaining yet with major instabilities within it, and across many institutions as demonstrated above.

Assumption 2

This assumption will be assessed in the legal review which will highlight any changes in poaching following numerous changes to the fines since 2012.

Assumption 3

This assumption is still relevant given the intentions of the government to improve the situation relating to poaching and IWT as stated in the NBSAP. Removing large areas from hunting sites, for example, indicates the government is keen to address the issue in principle.

Output Assumptions

Assumption 1	Trained staff are willing to stop IWT products leaving the country.
Assumption 2	Legal framework is changeable during the project timeframe.
Assumption 3	Income from hunting permits and fines is enough to make a difference on the
	ground at local level conservation initiatives.

Assumption 1

This assumption was stated because in many remote places it is up to the individual law enforcer to make a judgement on how to treat an individual case. They may conduct their duty as expected professionally or they may take a bribe and allow the situation to pass. In some cases they may know the perpetrator and simply choose to do nothing. It is the aim of the project to provide information to law enforcement staff in such a way that they would choose to carry out their professional activities in these situations. This assumption is still very relevant because large parts of the project's success depends on law enforcement staff fully conducting their duties.

Assumption 2

We have since found out that laws are unlikely to be changed during the project timeframe. There are a few reasons for this which relate to the changeability of people in official positions and the lack of obligation for new staff to continue making changes that were initiated by their predecessor. In addition to this Mongolia is hosting the ASEM meeting of Asian and European governments this summer which will be quickly followed by a national election the same summer. As a result of this we will aim to put in motion the process of implementing new wildlife laws or amendments to existing ones rather than aim for the completion of new laws in place.

Assumption

This assumption will be tested in the legal review following which suggested changes will be made if necessary.

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

The broad impact of the project will be to advance knowledge of the damaging effects of IWT in Mongolia and improve on the current capacity of the legal system to cope with current crashing wildlife populations. The project also hopes to change the way people view IWT and its impacts through innovative public outreach with the support of Mobicom.

Mongolia's native species face immense pressure. The Siberian marmot has seen a 75% decline in the past 30 years and the population continues to decline due to hunting for its fur. The Saker falcon has declined by over 60% in 20 years, largely as a result of live capture for the pet trade.

The snow leopard is one of Mongolia's iconic top predators. Although there is a total hunting ban in Mongolia, skins are found for sale but poaching numbers are not known. Due to the vulnerability of musk deer to illegal trade CITES member states adopted resolution 11.7 at CoP 11 to "take immediate action in order to reduce demonstrably the illegal trade in musk". Despite this resolution the population is still declining and musk can easily be found at markets in Mongolia.

Recent changes between 2011 and 2013 in hunting laws have acknowledged the need to reassess legal hunting permit fees and illegal hunting and trade fines, the project is working to develop a strategy for this money to ensure it benefits the local communities in the relevant provinces by supporting local wildlife initiatives, newly established Local Protected Areas, State Protected Areas and local NGOs. We have made considerable achievements in forming partnerships with the government and institutions who could push these changes through and make a real difference by channelling income from permits and fines directly back to the local communities where poaching and legal hunting occurs. These impacts will be verified as described in Output Indicators 4.1-4.3.

Aside from these generated impacts there is a gradual shift towards more reports of wildlife crime in the media with several reports of smuggling Saiga antelope and marmot parts across the border to China during 2015. This could indicate, and play an important part in, a change of attitudes to illegally removing wildlife from the wild. Our project will capitalise on this momentum through a media campaign which will involve short films, children's magazine story lines, news reporting and targeted text message campaigns. This method is designed to generate part of a long term shift away from the norms of illegal poaching and wildlife use. We have made good

progress with this in developing a strong private sector partnership with Mobicom who will add great value and strength to our public outreach campaign.

Our stakeholder engagement has been a very positive aspect of year 1 with MEGDT and the Police keen to help promote the project. Furthermore the British Embassy in Mongolia are providing support in the form of a day with the project partners and reception in the evening on the 20th May. The day will involve presentations regarding the major problems the project is tackling, expected outputs and outline of activities. News teams will be invited to hear senior Mongolian officials and the British Ambassador, Catherine Arnold HMA, talk about the project and hear comments and discussion from our in-country partners. This all forms part of the broader impact strategy to increase public awareness around IWT and forms part of the increasing media coverage around the subject which will, over time, change public attitudes towards poaching and the use of IWT products.

5. Project support to the IWT Challenge Fund Objectives

1. Strengthening law enforcement and the role of the criminal justice system;

By working closely with the institutions whose role it is to reduce and prevent IWT in Mongolia we are well positioned to make a real difference here. Having conducted a review on behalf of the Mongolian Government in 2013 on Mongolia's CITES commitments we found many areas in which institutions need help. These areas include data management, institutional training, and the development of new standardised databases. In addition to this we will reinforce the message of law enforcement agencies roles in preventing IWT and why it is so important in maintaining rich biodiversity and therefore healthy pastures, forests and river systems that the population depends on.

2. Reducing demand for the products of the illegal wildlife trade.

By working with Legal Atlas and Mobicom we will have the most up to date and comprehensive understanding of IWT in Mongolia coupled with the technology and resources to promote this message to a significant portion of the population. The aim of a combination of project activities is to begin, or contribute to, a gradual process that will change the way people view many IWT products and reduce the demand for them in the local market. It was estimated from the 2006 surveys that 75% of the population is involved in IWT in one capacity or another, therefore changing attitudes locally would be an important step in reducing the pressure on wildlife in Mongolia.

6. Impact on species in focus

The project is likely to impact the target species in two main ways

- 1) Improve detection of focal species making it less attractive to trade. Crime rates and legal repercussions will be fed into the media to demonstrate the ability of law enforcement agencies to catch those involved in IWT activities.
- 2) Social marketing should lead to less use of IWT products in Mongolia therefore reducing the demand in local markets.

7. Project support to poverty alleviation

Output 3, activity 3.8 Payment for resource use will be achieved with the establishment of payment mechanisms to Local Protected Areas and communities in the 49 towns and 13 provinces where hunting is legal under specific permit. In no other place, under no circumstance is hunting permitted in Mongolia. LPAs are managed by community groups or NGOs overseen by the local government administrative unit but are expected to fund themselves at present. Many are struggling to do this however the project will push Goal 8, Objective 18 of Mongolia's NBSAP to ensure the economic benefits from hunting management are securely earned by local communities, by generating revenue mechanisms from the money

gained by government for issuing hunting permits. In this way the project will work towards poverty reduction in small rural communities otherwise limited by income opportunities.

8. Consideration of Gender equity issues

There are a number of indirect gender issues relating to the project. In particular relating to the divide between men and women when it comes to hunting, selling and use of IWT products. The household surveys (Output 1) are a way this project is using to address these points. The surveys will involve gender analysis of how IWT affects men and women differently in terms of economic revenue. For example according to the first Silent Steppe report (2006) nearly all hunters are male yet many sellers and alternative healthcare professional are female. The survey will reveal how IWT affects men and women's income and examine the levels of dependency on IWT between men and women. This information will allow a better understanding of the effects of legislative changes by indicating how these changes in IWT will impact men and women differently and how this might lead to trickle down effects throughout society.

The targeted media campaign will draw on this information to effectively reach the right audiences and so there are internal considerations of gender within the project implementation. In addition to this the institutional training will be delivered to ensure participation represents both sexes within the institutions.

The surveys will also produce a baseline of sex disaggregated data which may be used to examine other gender related impacts of IWT such as the risks associated with hunting and the risks associated with use (such as medical use) in future studies.

9. Monitoring and evaluation

We will use 4 methods for project evaluation:

- 1) Initial nationwide household and market surveys will provide baseline data on IWT use and take and will be reported against with a rapid survey at the end of the project in 2018 to assess product use and trade.
- 2) The PDCA (Plan, Do, Check, Act) approach will be employed throughout management and training activities; this includes the institutional training and the training of survey staff for the nationwide surveys. For this we will assess participant uptake from the training sessions with and re train where participants indicate uptake below a threshold. Small scale KAP surveys will be used to assess the impact of training on law enforcement staff. Internal process management is being conducted with short weekly reviews and biannual performance development reviews similar to those developed by ZSL's HR department and conducted with all ZSL staff.
- 3) We will identify transmission routes of each activity through to the output and then from each of the four outputs to the outcome will be mapped. Proxy indicators will be used to assess these outputs. For example criminal record database, and CITES records.
- 4) A media content analysis will be used to measure outputs relating to public outreach, the data from which will be cross referenced with the nationwide and rapid surveys during 2016 and 2018.
- 5) Feedback from annual and half year reports, both internally and from DEFRA IWT Challenge Fund will be used to consider project changes. As such this report forms part of the internal process monitoring.

10. Lessons learnt

The project team has developed good relations with all the relevant national institutions and government departments as outlined in section 2 of this report despite numerous changes to point-of-contact staff and heads of departments. These changes relate, largely, to political institutions at a time of relative political instability in Mongolia. As such we feel they were out of

the control of project staff yet this has highlighted the value in maintaining strong relations with prospective stakeholders up to date with the application process and project progress.

Another large problem faced by the project was the severe weather conditions in 2015. The large loss of livestock and a number of provinces declaring a state of emergency due to harsh winter conditions led us to the decision that conducting surveys this year would have been dangerous on health and safety grounds. Excellent communications between WCS (our original partner on the ground) and ZSL led to a sound decision to work directly with Legal Atlas and IRIM, both leaders in their field of expertise in order to cover lost ground.

Recommendations

We would suggest a longer project time frame to account for instability in the country which can cause severe delays with little option to avoid. Also a standard letter from DEFRA which projects can use by inputting the relevant project stakeholders indicating that their cooperation is appreciated, in some ways expected, and their actions have wider implications to the project and that the project is part of a broader network of activities going towards global change. We have discussed the context of the project with national institutions and government departments but feel a document representing a slightly increased presence of international involvement would act as a tool to motivate our in-country partners to drive the project forward.

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

N/A

12. Other comments on progress not covered elsewhere

N/A

13. Sustainability and legacy

The project has built excellent in country links between all the national stakeholders as well as with institutions such as IRIM, Steppe Forward and the National University of Mongolia. This project is building vital in country capacity in conducting household and market surveys, engaging with media and multiple agencies to raise awareness and mitigate IWT. Through the legal review, ZSL and Legal Atlas are seeking to compile recommendations for revisions in the legal framework to address IWT in Mongolia. The project has buy in from the highest authorities within MEGDT and associated law enforcement agencies are now fully engaged in IWT mitigation.

Promotion

The project has a very high profile in country. We are grateful for the support of HMA Catherine Arnold who has been instrumental in raising our profile in country. Throughout the year we have hosted a total of 26 meetings with the Ministry of Environment, Police Eco Crime unit, Customs Office, State Inspection Agency, Immigration Office and the Border Agency in order to generate strong institutional support. In addition to this we have given talks at 2 public events with over 400 attendees and given one feature interview on Bloomberg TV, Mongolia. We have also presented an IWT project poster at an academic conference hosted by 250 people. Alongside our own efforts the British Embassy has provided support with the Ambassador introducing our project once on Mongolian national TV and once in print media.

Bloomberg news

On the 26th of September our project staff gave a ten minute interview on Bloomberg TV, Mongolia, discussing issues relating to IWT and the work our project is conducting to help prevent IWT. In this interview the involvement of DEFRA and ZSL along with our partners was discussed.

HM Ambassador involvement.

The British Ambassador to Mongolia, Catherine Arnold, has been very supportive, taking the opportunity to promote the project at public events, such as the Queen's birthday last summer, and during news and current affairs interviews aired on Mongolian TV, an example of this is an interview on 'Talk With Me' which aired in Mongolia on the 28th of February 2016 and is available on YouTube with over 750 views at the time of this report. During this interview Catherine talked about UK government involvement in projects in Mongolia and highlighted our project as one of the largest the UK government is involved in in Mongolia.

Public events

At the British Fair, hosted by the British Embassy in Mongolia on the 15th September we gave a 30 minute public demonstration and introduction to ZSL's work in Mongolia. A large part of this demonstration, attended by government officials, corporate representatives, media staff and the public, focussed on our IWT project in Mongolia.

The project is planning a publicity day on the 20th May 2016 which will involve televised meetings with senior officials and the British Ambassador to Mongolia as well as introductions to the project and key stakeholders. The day event will be hosted by MEGDT followed by a less formal reception at the embassy Residence to which we will invite other potential key organisations who may help develop momentum for the project and its intended outcome. These guests will involve development banks such as KfW and the Asian Development Bank, bilateral organisations such as UNDP, Asia Foundation and WWF and our established project partners.

World Economic Forum, Global Shapers public event. IWT Project leader in Mongolia spoke at the Global Shapers event in Ulaanbaatar on the 17th July 2015 to over 200 people with a live stage discussion on issues of poaching, IWT and sustainability.

Scientific conference

Building Resilience of Mongolian Rangelands conference in Ulaanbaatar, hosted by Colorado State University, Tuesday 9th June. Our project presented a scientific poster at the event detailing the major issues and the activities of our project would help to reduce the impacts of those issues. The conference was attended by approximately 300 people. Proceedings of the conference can be found online at http://warnercnr.colostate.edu/annual-meetings/2-uncategorised/1158-mor2-conference

Open Access

The project will post all major outputs that are thought to be of interest to the public, such as statistical information relating to wildlife trade in the form of a series of infographics produced by Legal Atlas on ZSL's webpage and multiple Twitter accounts. Information we provide to the government and data that will be useful for future research will be made available through the Mongolia pages of the ZSL main website. Information relating to the legal review which is presented using data tables, maps, infographics and written text will be available on legal Atlas's web platform and ZSL's website. We will also explore the possibility of developing a space for the project findings on Mongolia's National Statistics Office Website, this is open to the public and provides data on many issue across Mongolian society.

In addition to excerpts from the nationwide surveys the complete Silent Steppe II report will be published in print and made freely available as an online pdf linked to from ZSL's website.

Exit strategy

The original exit strategy discussed 3 main points;

- 1) legal framework amendments will ensure project activities have long lasting impact beyond the project timeframe;
- 2) training will be delivered to multiple institutions with a standardised training format and training tools. This will ensure a holistic view of the activities of all actors and a broad message delivered to all institutions;

3) ongoing support to the Mongolian government and to introduce innovative ideas of special interest wildlife tourism. We are developing this idea into other proposals as we suggested in the proposal.

An important element for the project is to generate the capacity, in-country, to conduct further reviews. We are doing this by having local ZSL staff fully involved in the survey process, working closely with our international partners, Legal Atlas, and our in-country support, IRIM. It is important that ZSL local staff and local partners are equipped to conduct such surveys in the future, learning form Legal Atlas. We have discussed the importance of this knowledge sharing with Legal Atlas who fully support our vision in this.

A legacy of the project aside from increased human capacity is the use of funds from hunting permits and fines to going back into conservation or anti-hunting activities. This will provide an important step in ensuring the activities and ethos of the project are taken on by the relevant institutions, ensuring that money from the take of wildlife goes back into activities to conserve it.

Finally the project outreach is targeting specific groups including youth, with the intention of changing long-term attitudes towards the use of IWT products. It is hoped this legacy will outlast the project. Mongolia is a young population with approximately 65% under 35 years old and it is largely this demographic that will be the focus of public outreach.

14. IWF Challenge Fund Identity

At all points of publicity described above, the UK government has been highlighted as a funder. Poster presentations have stated the IWT Fund and included the UKAID logo. All published training materials and public outreach will feature the Logos of DEFRA and UKaid. During the Bloomberg TV interview DEFRA and the UK government was stated as a funder.

15. Project Expenditure

Table 1 Project expenditure during the reporting period (April 2015-March 2016)

Project spend (indicative since last annual report	2015/16 Grant (£)	2015/16 Total actual IWT Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs				
Consultancy costs				
Overhead Costs				
Travel and subsistence				
Operating Costs				
Capital items				
Others				
Partner Org Costs				
TOTAL				

Partner organisation costs of £ are allocated as follows: £ staff costs, £ consultancy, £ overheads, £ travel and subsistence and £ operating costs, in line with the budget whilst we wait for the partner receipts for these funds.

16.	OPTIONAL:	Outstanding	achievements	of	your	project	during	the
	reporting pe	riod (300-400 v	words maximum). T	his se	ction may	be used	d for
	publicity pur	rposes						

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)

Annex 1: Report of progress and achievements against Logical Framework for Financial Year 2015-2016

Project summary	Measurable Indicators	Progress and Achievements April 2015 - March 2016	Actions required/planned for next period
wildlife crime laws resulting in an in wildlife criminals. Legislation will be as provide revenue sharing mech anti wildlife crime activities back in and creating support for conservati	elop increased capacity to implement ncrease in arrests and convictions of the amended to address gaps as well anisms that will channel funds from to the communities, reducing poverty on. The severe decline of Mongolia's the illegal wildlife trade can begin to	Despite some challenges in the first year the project has moved towards the intended impact by establishing strong links with stakeholders and generating strong support from the Mongolian government, British Embassy and private sector in Mongolia. We have also brought in experienced support to develop the capacity of our in country partner organisation to conduct large scale IWT surveys and have planned outreach on a nationwide scale. We have started to generate traction with media and public appearances.	
Outcome An increase in law enforcement capacity results in an increase in convictions of wildlife criminals. This in turn leads to reduced poaching. Amendments to legislation address gaps and provide new revenue sharing mechanisms to channel funds from anti-wildlife crime activities back into the communities, reducing poverty and creating support for conservation. The severe decline of Mongolia's endangered species from wildlife trade can begin to be reversed.	Indicator 1 By January 2018, levels of household consumption, and market availability of wildlife products decreased from 2015 baseline levels. Indicator 2 By March 2016, the 4 relevant government agencies following the same standard data collection protocol. Indicator 3 By December 2015, the maximum penalty fine for possession of IWT products increased by at least 100%. Indicator 4 By August 2015, 100% of reporters of wildlife crimes have the right to anonymity and receive a reward of 30% of the fine.	Indicator 1 Our team has successfully developed Survey and analysis methods along with strong relations with our survey partner organisations. This stakeholder engagement during year 1 has been crucial in maintaining strong ties despite broad institutional and staff changes among national state partner institutions. We expect Outcome 1 to be fully complete by the end of the funding period. Indicator 2 The relevant agencies are engaged with project MoU between ZSL and the State Inspection Agency, Police Eco Crime Unit, the Customs Office and the Ministry of Environment. Standardised data collection and	The next project year will involve key outputs such as the household and market surveys. 4100 household surveys will begin in June 2016 with 1100 market surveys commencing in September 2016 to coincide with major the hunting season. Work will continue with the government institutions in developing training materials, data collection and management protocol. Three workshops will be held to develop materials and training; commence training. The legal review will begin in May through July 2016 and will result in status review of the legal framework

Indicator 5 By January 2018, the level of public support for conservation in Mongolia increased by 10%.

Indicator 6 By January 2017, the proportion of revenue from hunting permits and fines that goes back into the relevant local environmental authority in each of the 21 provinces increased to 60%.

Indicator 7 Between May 2016 and September 2016, 100% of relevant border agency staff in Mongolia trained in advanced recognition techniques of IWT products and data management.

Indicator 8 By December 2015, two multi-agency wildlife crime task forces are operating in different regions of the country.

Indicator 9 By January 2018, the number of wildlife crime perpetrators arrested and successfully prosecuted increased by 50%.

Indicator 10 By March 2016, public confidence in Mongolia's legal system, with regards to wildlife crime prevention, will have increased by 5% from baseline Year 1 levels.

management remains a useful indicator for the success of the project and we expect this to be fully complete by the end of the project year 2.

Indicator 3 Our legal review will assess the value and impact of the recent fine increase and will make the relevant suggestions in the legal review. The decision based on the review makes for a valuable indicator as it will inform of the success or lack of success of increased fines for IWT and poaching related crimes. The indicator will be met by the start of project year 3.

Indicator 4 Expected to be successfully met by the end of project year 2. We aim to achieve this through the strong links we have made during year 1 with our project partner institutions.

Indicator 5 We have made good ground in securing the support of Mobicom and developing outreach plans with them. As a result of this the project has gained the potential for great reach in promoting wildlife conservation and the project's message to reduce IWT.

Indicator 6 We have made good progress as planned in gaining valuable support from MEGDT who are keen to see the recommendations from the legal review. This indicator is designed to clearly show an institutional level

and legislative suggestions, specifically changes to the distribution of funds gained by the government from permits and fines.

Continue to develop outreach plan with Mobicom waiting to publicise findings from the nationwide surveys.

change that would benefit wildlife and communities. It also brings Mongolia closer to its NBSAP targets.

Indicator 7 We have made good progress towards this indicator. Development of new training materials has begun based improving limited existing materials used by national agencies and the agencies involved have demonstrated their commitment having signed MoUs and attended 8 meetings throughout year 1

Indicator 8 We have made good ground with this in drafting committee members and a framework and mandate for the committee. We expect this committee and its outputs of training and regular communication with agencies on the ground to be in place by the end of project year 2.

Indicator 9 This indicator will remain, although ambitious, an increase in prosecutions will indicate an increase in the effective improvements with law enforcement agencies. This indicator is expected to be met in 2018.

Indicator 10 We have made good ground in developing the nationwide surveys which will collect a significant amount of data that we will use to assess public attitudes towards IWT issues. This remains a valuable indicator for the

		success of changing public attitudes towards the law and towards IWT specifically.
Output 1. Current status of Illegal Wildlife Trade in Mongolia is defined as accurately as possible using proven and comparable methods	1.1, 1.2, 1.3 Survey report document produced and available on ZSL project web page and supplied in the end of year report to Defra.	Since working with new partners in Q3 activities have increased rapidly and the project is quickly making up ground from the first year delays. The Indicators for Output 1 in year 1 state 4000 household, 1100 market surveys and a comparative analysis of current data with data from 2006 will be completed by the end of year 2. These activities are due to go ahead in year 2 with the methods and outputs as planned. At the end of the project rapid market and household surveys will be conducted for project M&E purposes. The delays do not affect the likelihood of completion of Output 1 and we fully expect this to be complete by the project close.
Activity 1.1		Following the partnership with Legal Atlas and IRIM survey methods have
Household surveys; replicate 2006 na take, use and trade in each of Mong 4000 household surveys.		now been defined and training, data collection and analysis dates have been set for the following fortnight. The survey is designed to be comparable with the previous IWT surveys conducted in 2006 and incorporates improvements to account for respondents avoiding questions that may reveal their own illegal activities. Unmatched Count Technique will be used for this and it involves a process in which the respondents do not incriminate themselves by answering sensitive questions truthfully.
Activity 1.2		Preparation of training materials and survey design has begun, the
Market Survey; replicate 2006 market surveys at know wildlife trade centres and shops throughout Ulaanbaatar, 1100 surveys to be conducted.		Customs Office will provide IWT product samples and we have collected all existing sample materials used by state departments involved in the detection of IWT and law enforcement.
Activity 1.3		The Wildlife trade report will be published in March 2017 by the beginning
Wildlife trade report produced indicating current status of wildlife trade in Mongolia and a comparative analysis with Wingard and Zahler (2006).		of the second project year. The report will contain the results of the Silent Steppe surveys. The report structure has been set and the first chapter is

Output 2. Effective, well-trained border and enforcement staff team.	2.1, 2.2 Training schedule and attendance lists. 2.3 Training schedule, training material and attendance lists for 10 regional-level multi-agency inspection teams 2.4 Database template available on the ZSL project website and provided in annual report to Defra. 2.5 Copies of database entries taken at the end of each project year.	The five training workshops are planned for year 2 and 3 of the project and we expect them to go ahead as planned. Training materials that will be used following the workshops are already being developed with the help of the Customs Office. The Indicators will be used as per the original proposal, the key targets for the training will be Police and the Customs Office as the most appropriate targets for the training. The Border Agency indicated they have limited involvement in issues relating to IWT and advised their involvement would not be suitable.
Activity 2.1 Workshop held with police and border agencies to determine specifically the training needs regarding identify illegal products. Many are not obvious as they can be transported over the border fresh or dried. The Police Department has already expressed to ZSL staff the need for such training.		Illegal Wildlife Trade training materials used by the Police, Customs and State Inspection have been collated. This involves 3 physical manuals and a DVD, most materials have been produced by WWF TRAFFIC programme in collaboration with the Customs Office and the Police Eco Crime Unit. Meetings on 8th June, 28th October 2015 and 18th January 2016 highlighted gaps in these existing materials and further planned workshops will help us develop content for new material.
Activity 2.2 Workshop held with police and border agencies to determine specifically the training needs regarding identify illegal products. Many are not obvious as they can be transported over the border fresh or dried. The Police Department has already expressed to ZSL staff the need for such training.		The workshops have not been conducted yet due to delays in the process of signing MoUs with the relevant departments as outlined in sections 2 and 10 of this report. Eight meetings have been conducted with the Police and Customs between 22 May 2015 and 26th April 2016 to discuss the workshops, this process will continue once the MoU has been signed over the next few weeks.
Activity 2.3 Training material. Produce training materials, sample products and data collection and storage methods working with the police, border agency and MEGDT.		Training materials are being developed using samples provided by the Customs Office in preparation for training in 2016.

Activity 2.4 Deliver Training. Deliver five training workshops with law enforcement agencies in Ulaanbaatar and at the road and rail border town of Zamyn Uud in Year 2 and five training workshops scheduled in year 3 in key landscapes based on results of the household based surveys. The training will be focussed on detection and data management.		This Activity is not due to start until project year 2 and 3 and will go ahead as planned.
Activity 2.5		Training assessments will be developed during project year 2 as planned.
Training assessments conducted before and after training to assess participant uptake; training will be adapted and repeated if uptake is not >90% for each participant.		
Activity 2.6 Multi-agency Task Force;2 multi-agency task forces created in 2 regions to complement the existing task forces in the Eastern Steppes which have proven to be very effective in law enforcement.		The approach to the Task Forces has changed following consultation with national stakeholders and members of existing task forces. Rather than equipping people on the ground, ZSL will strengthen the management of existing law enforcement agents by establishing a committee of key officials and reinforcing the processes and activities that such units should be conducting.
Output 3. Legal framework established, facilitating an increase in IWT crime convictions. 3.1 Newly published wildlife trade laws presented in summary on the ZSL project website and on the MEGDT website. 3.2 Mongolia's national criminal records database. 3.3 Accounts of the relevant government agency, records of convictions and court fine rulings. On-the-spot fine tickets.		Partly delayed however still going ahead with most of the indicators expected to be met. Bringing in Legal Atlas will likely produce very strong results under this output because of their extensive experience with legal reviews in developing countries relating to IWT and the breadth of ways they are able to present this information in the form of a web platform with diagrams and infographics alongside a report. Indicator 3.1 which relates to the number of legislative changes will be adjusted to fit our understanding that those legislative changes are not likely to be processed fully within the project time frame. However suggestions for legal changes and written acknowledgement of these suggestions would be an appropriate Indicator.
Activity 3.1 Review all Mongolian legislation relating to wildlife trade and hunting and recent changes since updates in 2011.		The legislation review was due to take place in the 3 rd and 4 th quarter of year 1 and is underway. It will be completed by the end of the first quarter of Year 2.

Activity 3.2	A number of gaps have already been highlighted in the Convention on
Log frame; develop a model to fully demonstrate how the legal framework relates to convictions and a reduction in crime. Highlight gaps in the framework in order to provide target areas for legislative amendments.	Biological Diversity 5th National Report developed by ZSL and MEGDT
Activity 3.3 Legislation; Work with MEGDT to effect amendments to; the Law On Fauna; the Law On The Control And Prohibition of Animal And Plant Derived Products; the Law On Payment Of Natural Resource Use; the Law On Environment; Law On Regulating International Trade Of Endangered Wildlife And Plants And Derivatives.	The Ministry of Environment will be presented with gaps and suggested legislative changes if they appear necessary following activities 3.1 and 3.2. If legislative changes are suggested it is unlikely they will be complete during the time frame of the project as a result of the time taken to complete such actions, in particular due to 2016 being a national election year and Mongolia hosting the ASEM meeting in 2016. Every effort will be made to ensure that these legislative changes are recommended by appropriate authorities by the end of Year 2 of the project.
Activity 3.4 Wildlife hotline: Improve crime reporting mechanisms, finalise a formal agreement with MobiCom to introduce a free reporting hotline to police headquarters in Ulaanbaatar from where local authorities can be contacted to mobilise existing local response teams.	WWF Mongolia was already in an advanced stage of setting up a hotline at the time of ZSL being awarded funds from DEFRA and hence this activity has been updated to avoid replicating existing initiatives. Instead the project will add support to the WWF's hotline.
Activity 3.5 Fines; work with the ministry of justice and MEGDT to establish fines that offset market incentives and can be changed easily to reflect changes in market prices and demand. Use recently established species ecological values to determine baseline starting point for fines.	Fine values have been established and are set at values relative to the ecological value which was established in 2012. Following meetings with the Police Eco Crime Unit it is unlikely these fines will be changed.
Activity 3.6 Reporting crime incentives increased. Work with MEGDT to introduce guidelines to reporting wildlife crime that includes reporter anonymity and increased financial incentives. These changes will be involved in the legislation amendments and promoted through the MobiCom campaign and TV appearances.	Following meetings with the Ministry of Environment they have indicated that they would make a decision on whether to commit to this suggestion following the legal review. Mobicom are engaged with the project and poised to disseminate project information as this activity is conducted.

Activity 3.7

Information campaign; a four tier approach. Establish a text message campaign through MobiCom phone users, a media approach through newspapers, TV and radio can all be achieved by paying for airtime or space in papers. Public information is commonly disseminated this way as even the most rural communities often have a simple power source for radio and TV, MobiCom is the only provider with signal coverage in every town and village throughout Mongolia.

ZSL has initiated a very successful partnership with Mobicom and is involved in designing the text message campaign and public information messages for use in media in partnership with the Mobicom team.

Activity 3.8

Payment for resource use; through local administrative offices establish payment mechanisms to Local Protected Areas. LPA are being established throughout Mongolia in a drive to reach a target of area under protection. LPAs are managed by community groups or NGOs overseen by the local government administrative unit but are expected to fund themselves at present. Many are struggling to do this.

This will be revised following the successful completion of the legal review which may suggest that improved payment mechanisms maybe an effective method at deterring IWT.

Annex 2 Logframe (updated based on information in section 3 of this report)

Project outcome

Law enforcement agencies develop increased capacity to implement wildlife crime laws resulting in increased arrests and convictions of wildlife criminals. Legislation will be amended to address gaps as well as provide revenue sharing mechanisms that will channel funds from anti wildlife crime activities back into the communities, reducing poverty and creating support for conservation. The severe decline of Mongolia's endangered species as a result of the illegal wildlife trade can begin to be reversed.

Outcome indicators			Reporting			
Project summar y	Measurable Varyifying Indicators Indicators		Specific Reporting activities mechanis m		Reporting Mechanis m 2	Reporting mechanism 3
Indicator 1	By January 2018, levels of household consumption, and market availability of wildlife products decreased from 2016 baseline levels.	Household and market survey reports made public on the ZSL website and provided in the interim and final year reports to Defra.	Activity 1.3 June 2016 and Septembe r 2016	First Half Year Report on 31-10-2015	First Annual Report on 30-04-2016	Second Annual report On 30-04- 2017
Indicator 2	By October 2016, the 4 relevant government agencies following the same standard data collection protocol.	Signed declaration by the 4 relevant agencies of uptake of new protocol.	Activity 2.3 October 2016	Annual Report April 30th 2016	Second annual report 30- 04-2017	Final Report 30-05-2018
Indicator 3	By December 2016, the maximum penalty fine for possession of IWT products increased by at least 100%.(this is to be assessed in the legal review)	Amendments to maximum fines are published by MEGDT online.	Activity 3.4, 3.6, 3.8	First Half Year Report on 31-10-2015	Final Report 30- 05-2018	_
Indicator 4	By August 2016, 100% of reporters of wildlife crimes have the right to anonymity and receive a reward of 30% of the fine.	Amendments in the law indicated on Mongolia's published Law available on the Ministry of Environment and Green Development (MEGDT) website.	Activity 3.1-3.3 December 2016	First Half Year Report on 31-10-2015	Final Report 30- 05-2018	_
Indicator 5	By January 2018, the level of public support for conservation in Mongolia increased by 10%.	Results of social surveys conducted at the Project start and end, published online and provided in the final report to Defra.	Activity 3.7 December 2016 and December 2017	First Annual Report on 30-04-2016	Final Report 30- 05-2018	_

Indicator 6	By January 2017, the proportion of revenue from hunting permits and fines that goes back into the relevant local environmenta I authority in each of the 21 provinces increased to 60%.	Financial reports of the relevant legal bodies transferring and receiving income.		Activity 4.4 January 2017 and January 2018	Second Annual Report 30- 04-2017	Final Report 30- 05-2018	
Indicator 7	Between May 2016 and September 2016, 100% of relevant border agency staff in Mongolia trained in advanced recognition techniques of IWT products and data management .	Signatures of attendance of all those attending training and training materials.		Activity 2.5 Septembe r 2016	Second Half Year Report 31- 10-2016	Second Annual Report 30- 04-2017	Final Report 30-05-2018
Indicator 8	By December 2016 multi-agency wildlife crime task force committee is established	Media records; Minutes of meetings recorded by the task forces.		Activity 2.6 December 2016	First Half Year Report on 31-10-2015	First Annual Report on 30-04-2016	Second annual report on 30-04- 2016 Final Report 30-05-2018
Indicator 9	By January 2018, the number of wildlife crime perpetrators arrested and successfully prosecuted increased by 50%.	Records held with and shared by Mongolia's National Police Agency.		Activity 3.2 January 2017 and January 2018	Second Annual Report 30- 04-2017	Final Report 30- 05-2018	_
Indicator 10	By March 2017, public confidence in Mongolia's legal system, with regards to wildlife crime prevention, will have increased by 5% from baseline Year 1 levels.	Reports published from existing independent surveys such as Saint Maral Foundation's Politbarometer survey, Transparency International's Corruption Perception Index (CPI) and the World Bank's Rule of Law Index.		Activity 3.1 Septembe r 2016	First Half Year Report on 31-10-2015	First Annual Report on 30-04-2016	Second annual report 30-04-2016 Final Report 30-05-2018
Outputs				Reporting			
Specific, d		es of the project					
	Output	Output Varifying indicators outputs		Specific activities and dates	Reporting mechanis m 1	Reporting Mechanis m 2	Reporting mechanism 3

Output 1	Current status of Illegal Wildlife Trade in Mongolia is defined as accurately as possible using proven and comparable methods.	Indicator 1.1 By October 2016 nationwide statistics on wildlife hunting, trade, and product use are established based on 4000 household and 1100 market surveys. Baseline = 0 completed surveys Indicator	Survey report document produced and available on ZSL project web page and supplied in the end of year report to Defra.	Activity 1.2 Septembe r 2016	First Annual Report on 30-04-2016	Second annual report on 30-04-2016	Final Report 30-05-2018
		1.2 By November 2016 comparative analysis of 2006 survey data indicating trends in IWT conducted for 100% of species outlined in 2006 report. Baseline = no trend established.		Activity 1.3 June2016 \and Septembe r 2016	First Annual Report on 30-04-2016	Second annual report on 30-04-2016	Final Report 30-05-2018
Output 2	Effective, well-trained border and enforcement staff team.	Indicator 2.1 The number of training days provided to Mongolian border agency staff during the project period. Baseline = 0	Training schedule and attendance lists.	Activity 2.4 Septembe r 2016	Second Half year Report on 31st-10- 2016	Second annual report on 30-04-2016	Final Report 30-05-2018
		Indicator 2.2 The number of training days provided to police during the project period. Baseline = 0		Activity 2.2 Septembe r 2016	Second Half year Report on 31st-10- 2016	Second annual report on 30-04-2016	Final Report 30-05-2018
		Indicator 2.3 5 training workshops conducted for regional level multi-agency inspection teams	Training schedule, training material and attendance lists for 10 regional-level multiagency inspection teams	Activity 2.4 Septembe r 2016	Second Half year Report on 31st-10- 2016	Second annual report on 30-04-2016	Final Report 30-05-2018
		Indicator 2.4 Newly developed database to record and disseminate	Database template available on the ZSL project website	Activity 2.3 October 2016	First Half Year Report on 31-10-2015	First Annual Report on 30-04-2016	Second annual report Final Report 30-05-2018

		cases of attempted IWT to relevant government departments. Indicator 2.5 Number of recorded cases on the database. Baseline = 0	and provided in annual report to Defra. Copies of database entries taken at the end of each project year.	Activity 3.2 January 2017	Second Half year Report on 31st-10- 2016	Second Annual Report 30- 04-2017	Final Report 30-05-2018
Output 3	Legal framework established, facilitating an increase in IWT crime convictions.	Indicator 3.1 The total number of legislative changes and amendments to wildlife trade laws as a result of project activities. Baseline = 0	Newly published wildlife trade laws presented in summary on the ZSL project website and on the MEGDT website.	Activity 3.1 January 2016	First Annual Report on 30-04-2016	Final Report 30- 05-2018	_
		Indicator 3.2 Number of wildlife trade convictions in 2015, 2016, 2017. Baseline = 5 year average from 2011 (the year of the first recent changes to wildlife laws).	Mongolia's national criminal records database.	Activity 3.2 January 2017 and December 2017	Second Annual Report on 30-04-2017	Final Report 30- 05-2018	_
		Indicator 3.3 Amount of money received from fines relating to IWT in years 2015, 2016, 2017, 2018. Baseline = 5 year average from 2011	Accounts of the relevant governmen t agency, records of convictions and court fine rulings. On-the- spot fine tickets.	Activity 3.2 March 2017 and January 2018	Second Annual Report on 30-04-2017	Final Report 30- 05-2018	
Output 4	Community conservation efforts significantly funded.	Indicator 4.1 % of money from legal and IWT that does not remain in central government but gets distributed for local conservation initiatives. Baseline = 0.	Financial records of receiving bodies calculated against the legal records of fines issued. Available in project annual reports.	Activity 4.4 January 2017 and January 2018	Second Annual Report on 30-04-2017	Final Report 30- 05-2018	_
		Indicator 4.2 Total amount of money provided to local	Financial statements from bodies receiving	Activity 4.4 January 2017 and January	Second Annual Report on 30-04-2017	Final Report 30- 05-2018	_

conservation	funding.	2018			
initiatives in					
each year of					
the project as					
a result of					
legal and					
illegal hunting					
collections.					
Baseline = 0					
Indicator 4.3	Records of	Activity	Second	Second	Final Report
Number of	the	4.3	Half year	Annual	30-05-2018
provinces	provincial	October	reaport 31-	Report 30-	
receiving	address of	2016,	10-2016	04-2017	
money as a	registered	April 2017			
result of the	bodies	and			
project in each	receiving	January			
year of the	the money	2018			
project period.	outlined in				
Baseline = 0	Indicator				
	3.2.				

Annex 3 Standard Measures

In future years it is our intention to develop a series of standard measures in order to collate some of the quantitative measures of activity, input and output of IWT projects. These will not be measures of the impact or effectiveness of IWT projects but will contribute to a longer term dataset for Defra to draw upon. The collection of standard measures data will be important as it will allow us to understand the combined impact of all the UK Government funded Challenge Fund projects. This data will therefore provide useful information for the Defra Secretariat and for Defra Ministers regarding the Challenge Fund.

The standard measures for the IWT Challenge Fund are currently under development and it is therefore not necessary, at present, to complete this Annex. Further information and guidance about the IWT standard measures will follow.

Annex 4 Nationwide survey report, Silent Steppe II, strategic recommendations

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.lwt.number.n<=""><td>_</td>	_
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.