



Illegal Wildlife Trade (IWT) Challenge Fund Annual Report

To be completed with reference to the "Writing a Darwin Report" guidance: (http://www.darwininitiative.org.uk/resources-for-projects/reporting-forms). It is expected that this report will be a **maximum** of 20 pages in length, excluding annexes)

Submission Deadline: 30th April 2019

IWT Challenge Fund Project Information

Project reference	IWT038
Project title	Strengthening intelligence-led enforcement approached to combatting wildlife crime in Africa
Country/ies	Republic of Congo, Mozambique, Nigeria
Contract holder Institution	Wildlife Conservation Society
Partner institution(s)	
IWT grant value	GBP 365,009
Start/end dates of project	1 April 2017 – 31 Mar 2020
Reporting period (e.g. April 2017-	April 2018 - Mar 2019
Mar 2018) and number (e.g. Annual Report 1,2,3)	Annual Report 2
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Report author(s) and date	Emma J Stokes 30 April 2019

1. Project rationale

Growing Asian demand for elephant ivory has intensified poaching pressure on African elephants. In 2013, a WCS-led assessment of forest elephants in Central Africa revealed a 62% decline over 10 years due to poaching. In 2014, a WCS-led national elephant census in Mozambique showed a 48% decline in the last 5 years. In 2015, Sam Wasser and colleagues used DNA analysis to trace the origin of major ivory seizures and revealed southern Tanzania/northern Mozambique, together with the TRIDOM area of Gabon, Congo and Cameroon, as the two hotspots of the elephant poaching crisis in Africa.

Our target countries – Nigeria, Congo, Mozambique - are identified in the latest CITES Elephant Trade Information System (ETIS) report as either 'of secondary concern' or 'important to watch.' Congo, harbouring more than a quarter of remaining forest elephants, is a major source country for forest elephant ivory. Nigeria, with few remaining elephants of its own, is a major ivory entrepôt and West African exporting nation, drawing in ivory from Central and East Africa. It also has a large unregulated domestic ivory market. Mozambique is a key source and

transit country, with Mozambicans involved in rhino poaching in neighbouring South Africa as well as elephants in their own country.

The impact of ivory trafficking on local communities living in areas where elephant poaching occurs is complex, with proceeds benefiting a few to the detriment of many. The direct beneficiaries of ivory trafficking are largely outsiders, whose involvement displaces access to resources away from local communities, disrupts local economies, and promotes corruption of local authorities. This in turn erodes trust between communities and the authorities intended to protect them, exacerbating social conflict and weakening local governance. In some instances corruption can actively divert government funding away from social services and local development opportunities.

This project aims to strengthen intelligence-led law enforcement in three source and transit countries for ivory trafficking – Republic of Congo, Mozambique and Nigeria. It will recruit and mentor national capacity in capitalizing on intelligence, and embed specialized staff within government units. It will facilitate effective and sustained intelligence-led counter poaching operations in protected areas; new institutional models at national scale to target wider criminal networks; and enhanced local information gathering and analysis. It will strengthen rule of law in and around protected areas to improve security and create the necessary enabling environment for economic and development opportunities for local communities. Selected sites present opportunities for replication at continental scale.

2. Project partnerships

In the Republic of Congo (hereafter ROC), WCS continue to work closely with ACFAP (Congolese Wildlife and Protected Area Agency) in all aspects of project implementation as the primary government partner. is the President of the Ndoki Foundation - the body that governs the Nouabalé-Ndoki National Park under a Public-Private-Partnership between the Government of Congo and WCS. The WCS Park thus answers directly to the President of the Foundation in his role as Head of the Park Management Unit. All activities in ROC under this project - including Nouabalé-Ndoki National Park and the associated WCU – fall under the direct management of the Park Director. A seconded govt agent from ACFAP (the Park Head of Anti-Poaching) works closely with the Park Director on-site, particularly on law enforcement operations. The Foundation Board meets twice a year at its bi-annual steering committee meetings. This is the formal mechanism by which all Nouabalé-Ndoki workplans and budgets are shared and validated between the General Direction of WCS and ACFAP, including for this project. Between board meetings there is very regular informal discussion through face-face meetings between the DG ACFAP and the WCS Director of the Congo Program in Brazzaville. This partnership is constructive and works well.

Regular contact is made between WCU and departmental authorities (magistrates, prosecutors, gendarmerie and army) in northern Congo through meetings and formal workshops (see Activity 3.5). The Nouabalé-Ndoki National Park straddles two departments (provinces) and so meetings need to be held with authorities from both Ouesso (Sangha province capital) and Impfondo (Likouala province capital).

In Mozambique, WCS continues to work closely with both ANAC (Mozambican Protected Area Agency) – and particularly with the Law Enforcement Director, Mr Carlos Lopes Pereira - in the development of a national Wildlife Crime Unit in the country.
the meantime, WCS has focused its support to ANAC's Department of Information and Investigation (DII) in combatting wildlife trafficking that has a mandate to initiate investigations into IWT before passing on cases to Prosecutors and the Police (SERNIC) to follow up on. They can support further investigations if asked to and provide expert witness on conservation and wildlife. In addition to the work in Niassa National Reserve, strengthening the DII at central level, and adding capacity at the regional level (i.e. the northern cell in Nampula), is WCS's primary focus
at present whilst waiting for validation for the full Wildlife Crime Unit. The operations reported on in this annual report have come out of this support to ANAC's DII.
Mozambique has also strengthened its trans-continental partnership with Vietnam in CWT, and (through a parallel IWT grant and other leverage funding) our WCS Program have deployed a WCS Vietnam liaison in Maputo to facilitate discussions with the Vietnam Embassy.
In Nigeria, WCS has re-focused its efforts on establishing a partnership with the Nigeria Customs Service (NCS) for CWT – the primary authority engaged in law enforcement operations at Nigeria's major ports and points of exit which are the primary trafficking hubs.
NESREA (the National Environmental Standards and Regulations Enforcement Agency) still remain a partner in this project, and indeed are responsible for following through on prosecutions following operations made by NCS.

3. Project progress

3.1 Progress in carrying out project Activities

Output 1. Enhanced national intelligence capacity of ROC, Mozambique and Nigeria to support intelligence-led policing actions

All activities under Output 1 are on track, with progress made in all three target countries of ROC, Mozambique and Nigeria during this reporting period.
logged nine months of field time, with three missions to Mozambique (Niassa/Mozambique) totalling 6 months, and 2 missions to ROC (totally 3 months).
New national capacity was also brought into ROC and Mozambique through support from this project.
In Mozambique, the WCU office (consisting of both WCS/ANAC DII staff) has now been established
In Nigeria, the Intel/Ops Manager
This new position will receive support from the Regional Specialist who will advise in preparing a suitable job description and Terms of Reference and who will assist in the recruitment process.

Output 2. Enhanced infrastructure, information gathering, and strategic support structures operationalised in protected areas in Nigeria, Republic of Congo and Mozambique to implement intelligence-led policing.

All activities under Output 2 are on track, with a focus on Congo and Mozambique but also progress made in introducing SOPs and training protocols to Nigeria.
Standard Operating Procedures (SOPs) have now been drafted All three SOPs are available in French and
Portuguese, with translations ongoing in English (the source handling SOP is already available in English). Samples are included in Annexe 4.1 but remain confidential and not for public dissemination. These SOPs are operational in all locations in ROC and have been shared with partners in Mozambique for feedback and adaptation.
We have brought on additional permanent experts in an advisory role in both ROC and Mozambique to leverage the work of the Regional Specialist and spanning subject-matter expertise on operations, policing and intelligence.
The anti-poaching consultant in ROC for Nouabalé-Ndoki National Park that was recruited in Yr 1 was retained and was able to oversee a full 12-week training in the new SOP of 25 new ecoguards for the Park in Yr 2 (see news items in Section 5 below). In Mozambique, a new full-time law enforcement advisor has recently recruited for Niassa National Reserve to oversee implementation of guard SOPs and will receiving mentoring by the Regional Specialist during the course of Yr3.
The WCU Technical Advisor in ROC undertook a full evaluation of existing intelligence management platforms in concertation the WCS Global Analyst based in Vietnam (see Annexe 4.5). This will inform future adoption of intel management platforms across target sites in Africa.

This has been a

major pitfall in previous attempts to introduce intel management platforms ahead of establishing necessary in-country user capacity.

Output 3. Enhanced intelligence and investigative capabilities and infrastructure in provincial/national wildlife crime units in Nigeria, Republic of Congo and Mozambique

Activities under Output 3 are on track for ROC and Mozambique but delayed for Nigeria.
Development, implementation, support and mentoring on SOPs for
is summarized under Output 2 above and on track in ROC and Mozambique. Progress on the development of a standardized intelligence management and analysis platform for provincial and national wildlife crime units is also summarized under Output 2 above as driven by ROC.
In ROC in August 2018 a training and awareness workshop on judicial follow-up and legal framework for CWT was carried out under WCS facilitation with 41 participants, including the prefecture of the Sangha, the primary courts in Ouesso and Impfondo, departmental Directorate of Forest Economy for the Sangha, Commander of the Sangha gendarmerie, departmental Directorate of the Sangha police, Wardens and Deputy Wardens of the various protected areas,
include identification of relevant agencies for enforcement operations, awareness raising, preparation of an activity budget and annual workplan, and establishing procedures for court hearings and prison visits.
In Mozambique, WCS staff recruited under this project partnered with the Royal United Services Institute (RUSI) in their parallel IWT project to 'follow the money' - https://rusi.org/publication/occasional-papers/follow-money-using-financial-investigation-combat-wildlife-crime ; a series of training events and workshops were undertaken in Maputo at
the end of February - early March 2019 with involved in counter-wildlife trafficking (CWT). WCS staff supported the logistics and arrangements for this to take place, provided participant lists and invitations and translation support. Also leveraged through this project, IWT-supported WCS staff in the wildlife crime unit have been providing input - and participating - in the development of a USAID-supported nationwide training program for prosecutors on IWT crime across the three regions of Mozambique.
In Nigeria, as part of our strategy to develop a more formal collaboration with Nigeria Customs Services (NCS), WCS hosted a two-day workshop in March 2019, for Customs officials from eight stations of

3.2 Progress towards project Outputs

Year 2 has seen further strengthening, professionalism and expansion of the operations in ROC, and considerable progress made in Mozambique in establishing the necessary
investigative infrastructure and capacity. Results are already being demonstrated in ROC
through high impact arrests and convictions, with a number of ongoing operations now initiated
in Mozambique with some <u>early results to show</u> .
We are on track to
deliver targets under all Outputs for ROC and Mozambique. We will be able to deliver targets
for Nigeria provided an agreement is signed with the NCS in Yr 3
and to enable a full-time
investment in developing the institutional agreement with NCS.
Output 1. Enhanced national intelligence capacity of ROC, Mozambique and Nigeria to support intelligence-led policing actions
<u>Baseline</u>
A nascent Wildlife Crime Unit was already in place in Congo at project start with
and discussions were well advanced. An was present in Niassa National Reserve but had not received training. No WCU or partnerships had been established in Nigeria at project start although there was political will at the level of the primary partner NESREA.
<u>Progress</u>
A regional intelligence specialist remains full-time operational on this project, providing recruitment, training and mentoring support to the intel and operational teams across all three target countries and developing SOPs in three different languages.
Year 2 has seen further recruitment and professionalization of the operations of the WCU in Congo which is now almost fully staffed. A standard staff performance and capacity evaluation template has been developed for core competencies and is being implemented. Year 2 has also seen real progress in establishing the WCU in Mozambique, with the installation of new dedicated premises
dedicated premises
In summary, to date, been newly recruited under
this project and received training
Nigeria) have been assigned and received training. A total of have been recruited who are receiving ongoing training and assessment.

Output 2. Enhanced infrastructure, information gathering, and strategic support structures operationalised in protected areas in Nigeria, Republic of Congo and Mozambique to implement intelligence-led policing.

Baseline No procedural documents were in place in any of the target sites at project start. No formal intelligence management, analysis and reporting procedures were being implemented and no systematic intelligence management and analysis software packages were being utilised. A exists and that work is ongoing in Niassa in Mozambique. However, this is not being capitalized upon for intelligence-led enforcement action. In contrast, intelligence-led investigations and operations were being conducted in but in the absence of standardized procedures or good data management practices. **Progress** Standard Operating Procedures have now been developed for . These are available in both French and Portuguese, with the English translation ongoing. The SOP in particular are now customized for use in Nouabalé-Ndoki National Park and Niassa National Park respectively. Dedicated staff are now in place for implementation and mentoring of SOPs in ROC and Mozambique. has been completed Output 3. Enhanced intelligence and investigative capabilities and infrastructure in provincial/national wildlife crime units in Nigeria, Republic of Congo and Mozambique Baseline

National/provincial wildlife crime units were not yet established in Nigeria or Mozambique at project start, with new partnerships established in the former and discussions fairly well advanced on planning in the latter. A nascent WCU was established in northern Congo at project start. No standardized protocols or infrastructure was in place.

Progress

In ROC, the WCU in the north is no	w almost fully staffed and has expanded its operations
	SOPs are
administered	and regular capacity and competence assessments are
ongoing. Following a full evaluation	of available intel analysis platforms, progress has been
made towards the purchase of	
	Improved coordination
of the WCU with neighbouring prote	cted areas in ROC is achieved through monthly meetings
with govt and partners	and a framework established for future
information sharing. One training an	d stakeholder workshop for the judiciary and prosecutorial
authorities were conducted including	, , , , ,
A wildlife crime unit office has been	established and partly staffed in

a targeted awareness workshop was hosted by WCS for the Nigeria Customs Service (NCS) as part of an engagement strategy towards a formal partnership in Cross River State. An NCS focal point has been established.

3.3 Progress towards the project Outcome

Outcome: By strengthening enforcement response through the establishment, operationalization and durability of protected areas, provincial and national structures for intelligence-led policing, the trafficking of ivory out of two current poaching hotspots and one major transit port is demonstrably curtailed

We are confident the project is on track to achieve the Outcome by project end in Congo and Mozambique. Delivery in Nigeria will depend on two important steps being achieved in Yr 3: recruitment of a full-time and the development of a formal collaboration with Nigeria Customs Service in Cross River. A champion has been identified in the NCS, and as such is is likely these steps can be achieved. We will draw on experienced staff embedded within ROC in the recruitment of the

<u>Baseline</u>

At project start (based on data from the year of 2016) the number of wildlife crime cases submitted to the courts in Congo through the WCU operating under the NNNP was 38 cases, with 31 cases ending in a judgement, of which 25 (71%) resulted in a conviction, with 5 people (20%) receiving the maximum 5-year prison sentence for a wildlife offence. In Nigeria and Mozambique no baseline information existed, no formal provincial or national CWT institutional structure was established and thus there was no established operational capacity for CWT in these two countries.

Progress

In ROC, between April 2018 and March 2019, 61 wildlife trafficking cases (a 50% increase over last year) were submitted to the courts, with 42 cases having concluded in a judgment to date. Of these 42 cases, 35 (83%) resulted in a conviction with 9 people (25%) receiving the maximum 5-year prison sentence. This represents a reduction in maximal sentencing from the proportion of the previous year but is still an increase from the 2016 baseline of 20% and a continued year-on-year increase in the total number of maximum sentences and convictions upheld. In Niassa National Reserve in Mozambique, over the past year, 104 cases were transferred to the courts, with 30 of these (30%) resulting in a conviction, which will serve as a first baseline for this project.

is operational in northern ROC that has extended its mandate to a We have further extended the implementation of the SOPs to a
new program supported by a parallel IWT Challenge Fund grant aimed at
curtailing illegal trafficking of bushmeat. We are in the process of discussing a new MoU with
1 new central unit in Moz has been established
and staffed for counter-wildlife trafficking activities under ANAC's Department of Information
and Investigation
3.4 Monitoring of assumptions
All Assumptions still hold true with the exception of the following.
2.1 WCS maintains existing co-management agreements in selected sites. We will manage this risk by drawing on our country support teams, political liaisons and long-term government relationships in-country.
Comments: Our co-management agreement for Niassa is still being renewed. However, we do not anticipate this will impact progress in Yr 3 as local site institutional relationships are currently enabling project delivery.
4. Impact: achievement of positive impact on illegal wildlife trade and poverty alleviation
Impact: Improved governance and reduced poaching threat to wild populations of African elephants in key source populations, through disruption of wildlife trafficking networks.
It is important to note that at project start there was comparatively little investment into CWT in Mozambique and very low engagement in Nigeria. Over the past two years, this project has helped leverage political engagement, and considerable new funding in all three countries –
particularly into the WCU in Mozambique This has also enabled recruitment of
The Regional Specialist supported under this project is
now supported in ROC by

of this has further strengthened the support structure around the implementation of best practices and procedures developed under this project at both protected area level and provincial/national wildlife crime unit –which is contributing to improved results in the dismantling of wildlife trafficking networks.

In Nouabalé-Ndoki National Park, two poaching networks were dismantled during this reporting period including the case highlighted here with direct support from the IWT Challenge Fund (through support to the intelligence and operational support structures and staff). These two operations are significant in that they involved extremely tight coordination between the intelligence and operational units to secure arrests of elephant poaching networks during contacts made in the forest on elephant hunts. Prior to 2018 this was very difficult to achieve, with operational patrols often failing to contact the poachers, or else contacts failing to result in

arrests. This often led to arrests happening after the elephant hunt had already taken place. This is a therefore a significant step forward in the law enforcement strategy. In Mozambique, a number of

Whilst further work is needed to enhance capacity, coordination and communications of this unit, the framework for this to happen is now in place.

There has also been significant impact at the judicial level following investment into judicial and legal follow-up of cases and in general stakeholder awareness raising. In ROC, in the last six months alone 17 out of 18 court transfers resulted in convictions. Compared to 2014 when not a single conviction was logged out of Nouabalé-Ndoki National Park, this is highly impactful, and demonstrates a significant improvement in local rule of law by the provincial authorities. In the final hearing of the Beckou case, the judge in his summing up, deplored the role these traffickers played in luring young men and women into a life of crime, which represents a significant change in attitude by some of the local authorities.

We anticipate building further on these highlighted areas of impact across all three countries in Yr 3.

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

The project is working primarily to strengthen law enforcement by building systems and capacity to implement intelligence-led policing in three target sites that play a disproportionate role in the poaching of elephants and trafficking of ivory out of Africa.

Specifically the project is able to demonstrate progress towards the following recommendations set out in the **London Declaration**.

X, **XI**, **XII** – The project has seen a tripling in the application of maximum sentences of ivory traffickers in northern Congo compared to the baseline, thus considerably improving the deterrent effect of the judicial system on would-be wildlife criminals.

XIII -

- The project has promoted a cross-agency approach to tackling wildlife crime in all three target sites, through a multi-agency workshop in Nigiera, through a high level trans-continental collaboration between Mozambique and Vietnam, and through facilitation of cooperation on arrest operations with ACFAP, gendarme and army in Congo
- **XX** The project has developed strong and mutually beneficial partnerships with local communities in and around the Nouabalé-Ndoki National Park that have helped both economic development and information exchange on illegal activities.

and the Kasane Statement:

- **5** The project has strengthened capacity of law enforcement officers and intelligence specialists engaged in wildlife law enforcement
- **9** Strengthening the application of maximum sentences for ivory traffickers through support to the judicial and legal services.

and the Hanoi Conference;

Section C in Actions – The project is working to strengthen law enforcement in the three target countries of Congo, Mozambique and Nigeria

Notable achievements this year for which IWT/DEFRA support is acknowledged include:

 High profile arrests and maximum sentences applied to four poachers and ivory traffickers in ROC

https://newsroom.wcs.org/News-

<u>Releases/articleType/ArticleView/articleId/11749/Professionalized-Anti-Poaching-Operations-Led-to-Arrest-and-Conviction-of-Four-Elephant-Poachers-in-Republic-of-Congo.aspx</u>

 Recruitment and training of 22 new ecoguards for Nouabale-Ndoki National Park, ROC

http://wcscongoblog.org/2018/04/19/re-enforcing-ndokis-rangers/

-	A list of ongoir funded through	•	•	•		•	
	media pieces).						

6. Impact on species in focus

There are three target countries in this proposal, two of which – ROC and Mozambique – are important source countries for elephants.

In 2018 we released the results of 2016-7 wildlife surveys for the Nouabalé-Ndoki National Park in ROC which are conducted once every five years both inside and outside the Park. These results showed stable elephant populations in the Nouabalé-Ndoki National Park compared to the previous 2010-2011 surveys (see page 22 of the survey report in Annexe 4.3), with a population of approximately 3,000 elephants in the Park. This is a considerable achievement given regional analyses for forest elephants elsewhere in Central Africa report massive declines in protected areas due to poaching^{1,2}. Poaching pressure however persists in the Park and wider landscape, that we believe is largely perpetrated by a small number of known networks. Over the reporting period a total of 69 elephant carcasses were found, of which 61 (88%) were poached. Of these, a total of 23 carcasses were found inside the Park (83% poached) and 46 carcasses were found outside the Park (91% poached). As the Nouabalé-Ndoki National Park sits within a large forested landscape with elephants ranging inside and outside the Park border, our wildlife survey data suggests elephants are moving deep into the more remote parts of the Park where poaching pressure and human access is lowest.

In Mozambique, the Niassa National Reserve witnessed catastrophic elephant poaching between 2009-2014 to reduce the population to only ~1500 individuals (from an estimated 12,000) The situation improved somewhat between 2015-2017 although over 100 elephants were estimated as still being lost every year. In 2018, improved anti-poaching measures and

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¹

operational support in the Niassa Reserve reduced the poaching pressure (as measured by the number of carcasses) by 87% and since May 2018 there have been no poached carcasses observed (see Annexe 4.4). This is an excellent result for Niassa and for elephants in Mozambique that we would hope to sustain through implementation of standards developed through the SOPs.

We anticipate further results to report on those operations under the newly strengthened CWT response in Maputo in Yr 3.

7. Project support to poverty alleviation

This project is working to specifically improve accountability and effectiveness of government enforcement agencies in responding to wildlife crime. In doing so, it aims to build trust between local communities and law enforcers – who represent the two primary groups of beneficiaries. Ivory poaching and trafficking in the target countries is largely controlled either by 'outsiders' or a small group of elite 'patrons' living in urban areas. These groups serve to disrupt local economies and promote corruption of local authorities. This results in a breakdown of local services and rule of law for those communities most affected.

By working with local enforcers and judicial authorities, the project has already dissuaded several attempts at corruption in the courts and promoted in the media incidents of due legal process being observed in a series of high-profile court cases (see Section 4). The project has created opportunities to leverage the judicial authorities in awareness raising and training on application of the law, all of which serves to promote better local governance, improve local rule of law and to build the confidence of local communities in their local and provincial authorities. During the Beckou case in ROC for example,

the presence of a very large and heavily armed poaching group only several kms from the village presented a very real security threat. The SOPs for rangers and intelligence management contain substantial human rights training modules together with a significant section on professional rules of engagement; with discussions ongoing for the development of a grievance mechanism established for the protected areas. Professionalization of ranger operations is an important component in building reciprocal trust between rangers and local communities.

8. Consideration of gender equality issues

This project does not directly impact upon gender equality. However, indirectly there are two aspects that are taken into consideration.

Firstly, as part of our intelligence analysis we continue to explicitly understand the
relative roles of men and women and minority/indigenous groups in the trafficking
networks, identifying and mitigating vulnerabilities and targeting specific interventions
accordingly.

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9. Monitoring and evaluation

Monitoring and Evaluation of the project has employed four main processes:

- Development of a database to monitor enforcement operations and convictions through the court in order to assess impact. This has now been compiled for the whole country in Congo by WCS working in partnership with the government and other technical partners contributing legal and judicial support services. This enables us to draw the data for measuring our outcome indicators. We have not yet been able to put this fully in place in Mozambique in the absence of the analyst and legal expert and this is an identified area for improvement.
- Regular debriefings and coordination meetings between the Project Coordinator and the Regional Intelligence specialist recruited under this project. Three face-face coordination meetings have been held with the Intel Specialist. Each field mission is prefaced with a clear workplan and briefing, followed by an internal debriefing on return from mission. We have identified a need to provide redacted or unclassified reports that can be shared with IWT/DEFRA as Means of Verification of project progress.
- Regular and informal discussion between the Project Coordinator and project leads in all of the three target countries. This typically happens through email and skype but ensures that the Project Coordinator is regularly briefed on project progress and in planning field missions of the Regional Specialist. This is ongoing and a simple yet effective monitoring tool.
- Formal feedback and review by Project Partners occurs in ROC through the Steering Committee meetings of the Ndoki Foundation held every 6 months (accompanied and interspersed by regular informal face-face briefings). Communication with project partners in Mozambique has been largely informal which presents a challenge and recognition that a more formalized structure needs to be put in place now that a formal CWT office has been established for WCS and ANAC/DII. In Nigeria, communications remain informal but we anticipate a more formal structure being adopted once a new is recruited and a MoU developed with NCS.

10. Lessons learnt

This was an ambitious project to work across three target countries. We had to some extent underestimated the institutional challenges (and level of resources required – particularly in personnel) in establishing new government-NGO partnerships to combat wildlife crime in both Mozambique and Nigeria. To this end, capacity and lessons learned in ROC where a nascent unit was already established – and specifically through the work of the Regional Specialist recruited full-time under this project - was vital to this end and played an important role in catalysing progress elsewhere. After a slower than anticipated start in Mozambique in particular, we argue we are now making substantial progress, but some institutional challenges and both staffing and system gaps remain that must be addressed in Yr 3. Also vital was the leveraging of additional funds from the IWT project to help add value and strengthen the initial IWT Investment – again, particularly in Mozambique but also in ROC as we now look to expand the WCU model nationally. We recognize that progress in Nigeria has been slower than anticipated. In order to further catalyse progress in Nigeria, we need a similar leveraging of IWT resources and human capacity to close the institutional agreement with NCS. This is planned in Yr 3 and will be a conditional element for delivering on project targets.

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

In response to feedback on our Year 1 Annual Report we have taken the following actions:

- Clarified the role of ACFAP (ROC) in this project (under Section 1)
- Discussed internally our strategy for delivering on targets in Nigeria, and leveraged additional co-financing to recruit a to focus on developing an institutional agreement with NCS in Year 3. We also hosted an additional workshop with NCS to identify (successfully) a champion and focal point in NCS for these discussions
- Provide samples of all SOPs in Annexe 4.
- Submitted (and received formal approval) on changes to the logframe

Actions in progress and not yet achieved:

 Establishing a monitoring system and database to track operations, arrests and convictions in Mozambique and to enable accurate up to date statistics on these. We anticipate this will be forthcoming with the recruitment of the central analyst. We would also recommend the recruitment of a legal expert at central level who can track the court processes.

12. Other comments on progress not covered elsewhere

There will be Presidential Elections in Mozambique in October 2019 which may delay progress in Yr 3.

13. Sustainability and legacy

The motivation for this project was always to build sustainable intelligence-led enforcement systems and processes into the daily work of enforcement authorities working in protected areas and in provincial or national wildlife crime units. We argued that short-term expensive training programs were not sustainable and that what was needed was embedded mentoring and sustained technical support that developed a strong capacity building element from within the enforcement agencies. We adhere to this philosophy in our recruitment, training and in our approaches to identifying the right government partners and establishing long-term on-the-ground partnerships with those government agencies. We argue that this remains an important and proven approach in ensuring sustainability and legacy for the project. This project builds on existing and long-term relationships with government partners in all of the three target countries. Government agents are represented in all of the mentoring and training programs discussed here and the regional intelligence specialist has worked very closely with the government representative for the NNNP in Congo and with ANAC in Mozambique during his field visits.

The project has leveraged considerable new funding in Mozambique and ROC, and to a lesser extent Nigeria (see Section 4). It has also leveraged the placement of new dedicated and embedded expertise in ROC and Mozambique. In ROC, we are exploring an expansion of activities to the national level through a new MoU with

The recruitment of a new legal expert in northern ROC has greatly improved the management of dossiers and case-tracking of operations and judicial follow-up which has facilitated the aggregation of indicators presented here. We would look to expand on this model in Mozambique over the coming year. The recruitment of a dedicated communications officer in ROC (parallel funds) has also enabled effective and ready communication and promotion of successful enforcement operations at both local and international scale. Whilst the nature of communications and promotion will vary depending on the governance context of the individual country, this is also a model we would look to expand on in other target countries of Mozambique and Nigeria moving forward.

14. IWT Challenge Fund Identity

The support of the IWT Challenge Fund was recognized in the following media pieces:

http://wcscongoblog.org/2018/04/19/re-enforcing-ndokis-rangers/

https://newsroom.wcs.org/News-

Releases/articleType/ArticleView/articleId/11749/Professionalized-Anti-Poaching-Operations-Led-to-Arrest-and-Conviction-of-Four-Elephant-Poachers-in-Republic-of-Congo.aspx

15. Project expenditure

Table 1: Project expenditure during the reporting period (April 2018-March 2019)



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

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

During this reporting period, two elephant poaching networks were dismantled in northern Congo by the Nouabalé-Ndoki National Park's Wildlife Crime Unit. One of these, the Beckou network, resulted in the arrest and conviction with the maximum penalty of four gang members in November 2018, including the ringleader who had been previously arrested by Park authorities but who secured an early release from the provincial prison. This time, a requested transfer to Brazzaville to serve out their sentences was granted, thanks to good relationships with the central Ministry of Justice. This operation was particular notable as it represented the effective combination of improved operational support, good intelligence, local community support and strong judicial backing. The gang members were part of a larger and well-armed group that were meticulously tracked in dense forest as they planned their poaching spree. By successfully confronting and arresting the gang mid-operation this almost certainly prevented the needless killing of further elephants. Direct confrontations in dense forest that result in arrest have been hitherto rare and require particular skill and courage. The results are a testimony to the improved skills and capacity of the Nouabalé-Ndoki National Park team. The IWT Challenge Fund directly provided operational support to this mission and salary support for staff involved in this operation.

Annex 1: Report of progress and achievements against Logical Framework for Financial Year 2018-2019

Project summary	Measurable Indicators	Progress and Achievements April 2018 - March 2019	Actions required/planned for next period
Impact Improved governance and reduced poaching threat to wild populations of African elephants in key source populations, through disruption of wildlife trafficking networks		Two major elephant poaching networks dismantled and a significantly improved rate of conviction of poachers in ROC and zero poaching of elephants in Niassa National Reserve in Mozambique.	
Outcome By strengthening enforcement response through the establishment, operationalization and durability of protected area, provincial and national structures for intelligence-led policing, the trafficking of ivory out of two current poaching hotspots and one major transit port is demonstrably curtailed.	 0.1 By 2020, the proportion of wildlife crime cases submitted and convicted with the maximum penalty applied has, across the portfolio of sites, doubled from the baseline established at the start of the project, thereby tackling corruption and improving governance and local rule of law 0.2 By 2020, the number of protected areas with sufficient law enforcement capacity to operate dedicated on-site intelligence systems, as measured by an increase in the proportion of intelligence-led operations, has increased from zero to three sites 0.3 By 2020, operational Wildlife Crime Units exist across the portfolio of sites, including one new WCU partnership established as a direct result of this project 0.4 By 2020, elephant poaching pressure has reduced to below 50% (as measured by PIKE) and/or elephant population numbers in target sites remains stable 	In ROC/Ndoki, between April 2018 and March 2019, 61 wildlife trafficking cases (a 50% increase over last year) were submitted to the courts, with 42 cases having concluded in a judgment to date. Of these 42 cases, 35 (83%) resulted in a conviction with 9 people (25%) receiving the maximum 5-year prison sentence. This represents a reduction from the proportion of the previous year but is still an increase from the 2016 baseline of 20% of convictions receiving maximum sentence and an overall increase in the total number of maximum sentences. In Moz/Niassa, over the past year, 104 cases were transferred to the courts, with 30 of these (30%) resulting in a conviction. One protected area —	- Moz: Finalize recruitment of and implement SOPs Nigeria: Recruit and draft MoU with Nigeria Customs Service

Enhanced national intelligence capacity of ROC, Mozambique and Nigeria to support intelligence-led policing actions 1.2 By 2020, employed, trained and operational within governmental wildlife crime units, from a current baseline of zero dedicated staff 1.3 By 2020, are employed, trained and operational within three protected areas, from a current baseline of zero dedicated staff Activity 1.1 Recruit and provide operational support to a regional law enforcement specialist Activity 1.2 Develop Terms of Reference and provide operational support for Intelligence specialist is recruited and operational operational operational operational operational operational operational operational operational wildlife crime units, from a current baseline of zero dedicated staff On track. The regional specialist conducted 3 field missions to Mozambique (6 mont field time logged) and 2 missons to ROC (3 months field time logged). Additionally, they hosted a 2-week study tour of a WCS Nigeria field manager to ROC and has provided remote support to all 3 target countries. Activity 1.2 Develop Terms of Reference and provide operational support for		T			
Activity 1.1 Recruit and provide operational support to a regional law enforcement specialist On track. The regional specialist conducted 3 field missions to Mozambique (6 mont field time logged) and 2 missons to ROC (3 months field time logged). Additionally, they hosted a 2-week study tour of a WCS Nigeria field manager to ROC and has provided remote support to all 3 target countries. Activity 1.2 Develop Terms of Reference and provide operational support for On track. The regional specialist conducted 3 field missions to Mozambique (6 mont field time logged) and 2 missons to ROC (3 months field time logged). Additionally, they hosted a 2-week study tour of a WCS Nigeria field manager to ROC and has provided remote support to all 3 target countries.	Enhanced national intelligence capacity of ROC, Mozambique and Nigeria to support	intelligence specialist is recruited and operational 1.2 By 2020, employed, trained and operational within governmental wildlife crime units, from a current baseline of zero dedicated staff 1.3 By 2020, are employed, trained and operational within three protected areas, from a current baseline of zero	ROC with a new draft MoU between WCS and the One new central unit in Moz has been established and staffed for counter-wildlife trafficking activities under ANAC's Department of Information and Investigation Ndoki/ROC: PIKE = 83%, although elephant population numbers released from 2017/8 surveys are stable. Niassa/Moz: PIKE = 0%; elephant poaching down from 119 carcasses in Year 1 to only 3 in Year 2. The regional intelligence specialist remained fully-operational throughout this reporting period. We have recruited o support implementation of SOPs in Niassa/Moz.		
Activity 1.2 Develop Terms of Reference and provide operational support for On track. 3 field missions completed. On-site training to analyst provided. Regional			they hosted a 2-week study tour of a WCS Nigeria field manager to ROC and has		
Mozambique	intelligence/wildlife crime cell operating in Niassa National Reserve,		On track. 3 field missions completed. On-site training to analyst provided. Regional		

operating in Mozambique's National Wildlife Crime Unit		On track. underway and to be completed in Year 3.
Department, Congo, in co-operation		On track. receiving on-site mentoring from 1 new full time WCU advisor.
Activity 1.5 Develop Terms of Refere operating in	nce and provide operational support for , Nigeria	Guidance and directives for follow-up operations provided (see Activity 1.6)
Activity 1.6 Develop Terms of Refere	nce and provide operational for Nigeria	Focus in Yr 2 shifted to support initiation of new activities in
analysts/managers through remote s the regional law enforcement special Congo and Nigeria	oring support to national wildlife crime upport and twice-yearly site field visits by ist to each of Mozambique, Republic of	On track for Moz and ROC with only one study exchange conducted for Nigeria (see Activity 1.1)
Activity 1.8 Facilitate advanced training workshop for wildlife crime analysts from each of Nigeria, Republic of Congo and Mozambique		On track for Moz and ROC. Further on-the-job advanced training completed in ROC between September 2018 and February 2019 by WCU advisor and on-site mentoring provided to Niassa analyst. A training on Maputo/Mozambique.
Output 2. Enhanced infrastructure, information gathering, and strategic support structures operationalised in protected areas in Nigeria, Republic of Congo and Mozambique to implement intelligence-led policing.	 2.1 By 2019, customized law enforcement strategies, and capacity and training assessments exist for all three protected areas, from a current baseline of zero sites 2.2 By 2020, standard operating procedures for intelligence-led counter poaching are being implemented in all three protected areas, from a current baseline of zero sites. 2.3 By 2020, an intelligence management database is installed populated and providing regular targeted intelligence briefings to law enforcement personnel in three protected areas from a current baseline of zero sites 	Training and capacity field assessments have been conducted in two countries - Congo and Mozambique by the regional intelligence specialist, with an assessment of the Nigeria intel manager capabilities conducted in ROC on the study-exchange visit. These assessments have been shared with the respective line managers. Three SOPs have been drafted for field ranger operations, intelligence-management, and source management. These are all available in French and Portuguese with the English translation being finalized. These have been shared with ROC and Mozambique (2 protected areas), with the source management SOP shared with Nigeria (1 protected area). Implementation and mentoring of staff in the use of the SOP is in progress in Congo and SOP is under review and adoption in Mozambique. A temporary intelligence management/analysis software platform and procedure is in place in ROC (1 protected area) and is being used to

Activity 2.1 Conduct intelligence-focused capacity assessment and scoping trip by regional law enforcement specialist in Nigeria, Republic of Congo and Mozambique to assess current systems of intel management and analysis		On track. Assessment and scoping trip completed by regional
Activity 2.2 Develop and provide operational support for implementation of Standard Operating Procedures for intelligence-led enforcement approaches for each of Niassa National Reserve, Yankari Game Reserve and Nouabalé-Ndoki National Park		On track. Draft SOP for ecoguards, intelligence management and source management drafted for Ndoki/ROC and shared with Niassa/Moz and Cross River/Nigeria. New WCU Tech Advisor providing on-site mentoring in ROC. Regional specialist providing on-site mentoring in Moz and remote advice for Nigeria.
Activity 2.3 Identify, procure and dep analysis tools and necessary hardwa Game Reserve, Nigeria and Nouaba	are in sites currently without (Yankari	On track for ROC.
Output 3. Enhanced intelligence and investigative capabilities and infrastructure in provincial/national wildlife crime units in Nigeria, Republic of Congo and Mozambique	 3.1 By 2020, an intelligence management database is installed populated and providing regular targeted intelligence briefings to law enforcement personnel in national/provincial level in three countries from a current baseline of zero 3.2 By 2020, two specialized training courses on investigative procedures, legal follow-up and judicial processes, have been conducted in Mozambique and Nigeria and an additional department in Republic of Congo - and these competencies deployed in at least one operation (one training has already taken place in Republic of Congo). 3.3 By 2020, a new partner agreement signed to create a new state-led wildlife crime unit in Calabar, Nigeria. 	In ROC (1 country) a temporary intelligence management/analysis software platform and procedure is in place. An evaluation of all analysis platforms undertaken for upgrade to i2 in Yr 3. 2 trainings conducted in each of ROC (including a second department of Likouala) and Moz on legal follow-up and judicial processes. Multiple operations completed and ongoing concerning A training and awareness workshop on IWT was hosted by the WCS for the Nigeria Customs Service in Cross River State to continue to develop relationships towards a more formal partnership.
Activity 3.1 Develop and provide operational support for implementation of Standard Operating Procedures for intelligence-led enforcement approaches for each of the Wildlife Crime Unit, Congo, National Wildlife Crime Unit, Mozambique, and the new Wildlife Crime Unit in Cross River State		On track. See Activity 2.2.
Activity 3.2 Identify, customize and deploy intelligence management and analysis tools and necessary hardware at national/provincial level (National Wildlife Crime Unit, Mozambique and Wildlife Crime Unit, Congo), to facilitate		On track for ROC (see Activity 2.3). The WCU Technical Advisor completed a full evaluation of available analysis platforms, and an upgrade to i2 is planned for Yr3, with the recruitment of a full time regional analyst (leveraged funds).

targeted enforcement action	
Activity 3.3 Conduct a training workshop on the legal and judicial process for district and provincial prosecutors in and around the Niassa Reserve in Mozambique	Scheduled for Year 3. However, USAID has been supporting a program of training for prosecutors on IWT crime across the three regions of Mozambique, with involvement of WCS staff recruited under this project in training development and participation.
Activity 3.4 Conduct a training on the legal and judicial process for state-level prosecutors in	
judicial process and legal reform for departmental-level prosecutors, judges and gendarmerie in the Sangha and Likoula Departments of Northern Congo	On track. Training workshop conducted for 41 participants from judicial and enforcement authorities and NGO partners across Sangha and Likouala departments including preparation of court documents, human rights, role of Interpol, CITES regulations and national interpretation of CITES with respect to African Grey Parrots.
Activity 3.6 Convene a workshop and facilitate on-going discussions with NESREA on a partnership to establish a wildlife crime unit in Calabar, Nigeria	On track. An awareness and training workshop was hosted by WCS for Nigeria Customs Service in Calabar on CITES regulations, concealment modes and capacity needs across the country.

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

N.B. if your application's logframe is presented in a different format in your application, please transpose into the below template. Please feel free to contact www.nwisenscond.org/lease-transpose into the below template. Please feel free to contact www.nwisenscond.org/lease-transpose into the below template. Please feel free to contact www.nwisenscond.org/lease-transpose into the below template. Please feel free to contact www.nwisenscond.org/lease-transpose into the below template. Please feel free to contact www.nwisenscond.org/lease-transpose into the below template. Please feel free to contact <a href="https://www.nwisenscond.org/lease-transpose-transp

Project summary	Measurable Indicators	Means of verification	Important Assumptions		
Impact: Improved governance and reduced poaching threat to wild populations of African elephants in key source populations, through disruption of wildlife					
trafficking networks.	0.4 Dec 0000 the mass of the first	O.4. Intelligence details and the second	O.4. Continued malking L. W. et L. et al.		
Outcome:	0.1 By 2020, the proportion of wildlife crime cases submitted and convicted with	0.1 Intelligence database tracking	0.1 Continued political will and engagement		
By strengthening enforcement response through the	the maximum penalty applied has, across	reports	by all relevant agencies and governments in combatting illegal wildlife trafficking.		
establishment, operationalization	the portfolio of sites, doubled from the	0.2 Staffing plans, strategy	combatting illegal wildline trafficking.		
and durability of protected area,	baseline established at the start of the	documents and law enforcement	0.2 Access by WCS to protected area,		
provincial and national structures	project, thereby tackling corruption and	monitoring records	provincial and national government agencies		
for intelligence-led policing, the	improving governance and local rule of	monitoring received	are maintained and not impacted by any		
trafficking of ivory out of two	law	0.3 Formal government	government staff turnover. We will manage		
current poaching hotspots and		decree/management notice	this risk through our existing legal agreements		
one major transit port is	0.2 By 2020, the number of protected		and protocols.		
demonstrably curtailed.	areas with sufficient law enforcement				
	capacity to operate dedicated on-site		0.3 Anti-poaching and wildlife crime response		
	intelligence systems, as measured by an		units are enabled and mandated to make		
	increase in the proportion of intelligence-		arrests and respond to intelligence. Our		
	led operations, has increased from zero		government partners do currently have this		
	to three sites		mandate but in the event this should change		
	0.3 By 2020, operational Wildlife Crime		due institutional restructuring on the part of the government entities during the course of		
	Units exist across the portfolio of sites,		this project, we will work to adapt accordingly		
	including one new WCU partnership		given this will also impact our broader		
	established as a direct result of this		program.		
	project		program.		
	project				
	0.4 By 2020, elephant poaching pressure				
	has reduced to below 50% (as measured				
	by PIKE) and/or elephant population				
	numbers in target sites remains stable				
Outputs:	1.1 By mid-2017, a regional intelligence	1.1 Terms of reference	1.1 Availability of suitable national candidates		
1. Enhanced national intelligence	specialist is recruited and operational		for recruitment and training. We will manage		
capacity of ROC, Mozambique		1.2 Staff performance reports and	this risk by combining an open hiring process,		
and Nigeria to support		training plans	with our local knowledge of potential		
intelligence-led policing actions		4.2 Ctaff nonformation and a second	candidates and recruitment agencies.		
		1.3 Staff performance reports and	4.2 Covernments remain willing to best WCC		
		training plans	1.2 Governments remain willing to host WCS		
	<u> </u>		staff within WCUs. We will manage this risk		

2. Enhanced infrastructure, information gathering, and strategic support structures operationalised in protected areas in Nigeria, Republic of Congo and Mozambique to implement intelligence-led policing.	three protected areas, from a current baseline of zero dedicated staff 2.1 By 2019, customized law enforcement strategies, and capacity and training assessments exist for all three protected areas, from a current baseline of zero sites 2.2 By 2020, standard operating	 2.1 Enforcement strategy documents. Training and capacity assessment reports 2.2 Standard Operating Procedures disseminated to all staff with at least one training program 	by drawing on our country support teams and long-term government relationships. 2.1 WCS maintains existing co-management agreements in selected sites. We will manage this risk by drawing on our country support teams, political liaisons and long-term government relationships in-country.
intelligence led policing.	procedures for intelligence-led counter poaching are being implemented in all three protected areas, from a current baseline of zero sites. 2.3 By 2020, an intelligence management database is installed populated and providing in three protected areas from a current baseline of zero sites	conducted 2.3 Intelligence database and regular intelligence briefings (redacted for public use)	
3. Enhanced intelligence and investigative capabilities and infrastructure in provincial/national wildlife crime units in Nigeria, Republic of Congo and Mozambique.	 3.1 By 2020, an intelligence management database is installed populated and providing regular targeted intelligence briefings to law enforcement personnel in national/provincial level in three countries from a current baseline of zero 3.2 By 2020, two specialized training courses on investigative procedures, legal follow-up and judicial processes, have been conducted in Mozambique and Nigeria and an additional department in Republic of Congo - and these competencies deployed in at least one operation (one training has already taken place in Republic of Congo). 3.3 By 2020, a new partner agreement signed to create a new state-led wildlife crime unit in Calabar, Nigeria. 	3.1 Intelligence database and regular intelligence briefings (redacted for public use) 3.2 Training reports 3.3 Government agreement for Nigeria WCU	 3.1 WCS maintains access to provincial and national government agencies. We will manage this risk through our long-term country program operations. 3.2 Cooperation in combating wildlife crime continues between government agencies involved in wildlife crime units. We will manage this risk by facilitating dialogue between local government partners.

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

1.1 Recruit and provide operational support to a regional law enforcement specialist

1.2 Develop Terms of Reference and provide operational support for

remote support and twice-yearly site field visits by the regional law

enforcement specialist to each of Mozambique, Republic of Congo and Nigeria

- 1.8 Facilitate advanced training workshop for wildlife crime analysts from each of Nigeria, Republic of Congo and Mozambique
- 2.1 Conduct intelligence-focused capacity assessment and scoping trip by regional law enforcement specialist in Nigeria, Republic of Congo and Mozambique to assess current systems of intel management and analysis
- 2.2 Develop and provide operational support for implementation of Standard Operating Procedures for intelligence-led enforcement approaches for each of Niassa National Reserve, Yankari Game Reserve and Nouabalé-Ndoki National Park
- 2.3 Identify, procure and deploy intelligence management and analysis tools and necessary hardware in sites currently without (Yankari Game Reserve, Nigeria and Nouabalé-Ndoki National Park, Congo)
- 3.1 Develop and provide operational support for implementation of Standard Operating Procedures for intelligence-led enforcement approaches for each of the Wildlife Crime Unit, Congo, National Wildlife Crime Unit, Mozambique, and the new Wildlife Crime Unit in Cross River State
- 3.2 Identify, customize and deploy intelligence management and analysis tools and necessary hardware at national/provincial level (National Wildlife Crime Unit, Mozambique and Wildlife Crime Unit, Congo), to facilitate targeted enforcement action
- 3.3 Conduct a training workshop on the legal and judicial process for district and provincial prosecutors in and around the Niassa Reserve in Mozambique
- 3.4 Conduct a training on the legal and judicial process for state-level prosecutors in Cross River State
- 3.5 Conduct a training on the judicial process and legal reform for departmental-level prosecutors, judges and gendarmerie in the Sangha and Likoula Departments of Northern Congo
- 3.6 Convene a workshop and facilitate on-going discussions with NESREA on a partnership to establish a wildlife crime unit in Calabar, Nigeria

Annex 3 Standard Measures		

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

- Annexe_4.1: Sample of Standard Operating Procedures in En/Fr/Po
- Annexe_4.2: Capacity assessment template for intelligence collectors in ROC
- Annexe_4.3: Wildlife Survey Report from Ndoki-Likouala, ROC
- Annexe_4.4: New summary on zero poaching in Niassa National Reserve, Mozambique
- Annexe 4.5: Business case for intelligence software platforms
- Annexe_4.6: Meeting report from stakeholder workshop for judicial and enforcement authorities in ROC
- Annexe_4.7: Meeting report of awareness raising and training workshop for Nigeria Customs Service
- Annexe_4.8: Summary mission report from Nigeria Intel/Ops Manager.
- Annexe_4.9: Summary of intel-led operations and media pieces in Mozambique, with involvement of CWT unit personnel funded with IWT Challenge Fund support.

Checklist for submission

	Check
Is the report less than 10MB? If so, please email to <a href="https://www.lwt.number.n</td><td></td></tr><tr><td>Is your report more than 10MB? If so, please discuss with lWT-Fund@ltsi.co.uk about the best way to deliver the report, putting the project number in the subject line.	
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.	
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.	
Have you involved your partners in preparation of the report and named the main contributors	
Have you completed the Project Expenditure table fully?	
Do not include claim forms or other communications with this report.	I