

## Illegal Wildlife Trade (IWT) Challenge Fund Annual Report

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

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

**Submission Deadline: 30<sup>th</sup> April 2022**

### IWT Challenge Fund Project Information

Project reference	IWT097
Project title	Building long term capacity to combat IWT in Sri Lanka
Country/ies	Sri Lanka
Lead partner	Environmental Foundation (Guarantee) Limited (EFL)
Project partner(s)	Sri Lanka Department of Wildlife Conservation (DWC) Born Free Foundation (BFF)
IWTFCF grant value	£89,812.00
Start/end dates of project	3rd, November 2021 - 31 <sup>st</sup> , December 2023
Reporting period (e.g. April 2021-Mar 2022) and number (e.g. Annual Report 1, 2, 3)	November 2021 - March 2023 Annual report 1
Project Leader name	Mr. Anandalal Nanayakkara
Project website/blog/social media	-
Report author(s) and date	Dinithi Panagoda and Pubudini Silva 30/04/2022

### 1. Project summary

Sri Lanka is a biodiversity-rich country with high endemism, which makes it a heaven for wildlife traffickers, who exploit the unique biodiversity of the island for illicit international markets. The national law enforcement response requires strengthening of its investigative and prosecutorial capacity in order to address IWT at a national level, and better coordinate within South Asia and beyond.

Fauna such as reptiles have high endemism (62%) and are highly vulnerable. For example, 14 of the 17 agamid lizards found in Sri Lanka are endemic and in high demand in the pet trade in Europe and North America, with regular advertisements for Sri Lankan reptiles offered online (TRAFFIC 2019). Sri Lanka remains the largest source for gill plates of manta and devil rays for use in traditional Chinese medicine (Jabado, 2020). Plants are also illegally traded, with agarwood

(*Aquilaria* spp) used in fragrances the taxon most commonly smuggled from the country - with multiple hauls seized by the Sri Lankan authorities since 2012. Most recently, in August 2020 126.95 kg, and in July 2020 39.98 kg of *Gyrinops walla* were seized (Sri Lanka Customs, 2020).

Records of wildlife traded in international markets and seized at national borders have highlighted Sri Lanka as a significant source for illegally caught and exported wildlife, as well as a transit country for smuggled wildlife. For example, 3,130 star tortoises (*Geochelone elegans*) were seized between 2015 and 2017, and 124 non-native black-spotted turtles (*Geoclemys hamiltonii*) were confiscated by local law enforcement authorities in 2015 while in transit. While the extent of the local prosecutorial response to IWT sourced both domestically and abroad remains unassessed, it is anticipated to be inadequate.

The communities most vulnerable to IWT in Sri Lanka remain the demographic residing in close proximity to wildlife-rich areas – the source for the fauna and flora in demand. Removal and destruction of wildlife in these areas affect the sustainable livelihoods of communities that depend on ecosystems to be maintained in an optimal state.

Sri Lanka has a relatively strong legal framework for the protection of wild fauna and flora with existing laws including the Fauna and Flora Protection Ordinance, Forest Conservation Ordinance, Customs Ordinance, and Regulations. However, lacking technical, personnel and institutional capacities have meant the issue of IWT is not effectively addressed in a coordinated manner by the agencies mandated with the protection of wildlife, which include the DWC, Forest Department, Attorneys Generals Department, Police, and Customs.

Therefore, the project aim is to address the lack of a coordinated approach on the part of the prosecution and enforcement agencies – identified by the DWC as a critical limitation to hold accountable those associated with IWT in Sri Lanka effectively and to block the potential of using Sri Lanka as a transit point for IWT.

## **2. Project partnerships**

### ***Department of Wildlife Conservation***

Sri Lanka Wildlife Enforcement Network (SLaWEN) was established in 2011. The goal of SLaWEN is to foster communication and collaboration among relevant authorities through information dissemination, intelligence sharing, awareness building, and capacity building to curb IWT. However, in recent years SLaWEN has been dormant. Given the timespan involved and resultant turnover in key personnel, the requisite dialogue requires a stimulus.

Sri Lanka Department of Wildlife Conservation (DWC) will be the government focal point in facilitating the coordination of project activities and between the 11 SLaWEN member institutions, Police, Customs, Forest Department, Central Environmental Authority, Coast Conservation Department, Department of Archaeology, Department of Zoological Gardens, Department of Botanical Gardens, National Museum, Geological Survey, and Mines Bureau and Immigration and Emigration.

Further, the DWC as the national coordinator of SLaWEN is mandated to hold regular intelligence briefings and meetings amongst SLaWEN offices and to supervise the identification & detection of trafficked wildlife, apprehension of traffickers, and investigate and prosecute those indicted in IWT in Sri Lanka.

Therefore, EFL initiated discussions with the DWC, the agency leading SLaWEN, to revive the WEN and equip it with the technical capacity and coordination required to function as the apex body to address wildlife crime.

Preliminary discussions were held with DWC regarding this proposal, and DWC recognised that a critical shortcoming for the effective operation of the WEN is the insufficient technical capacity amongst respective SLaWEN institutions. Therefore, the rationale for the project has been identified as developing the necessary capacities and network cohesion within and among the SLaWEN member institutions.

Moreover, DWC being the government counterpart sent the initial invitations to the heads of the SLaWEN institutes and hosted the Inception meeting on 24th February. Please refer to Annex 5. The Inception meeting documents comprise (a) Inception Meeting Agenda, (b) Inception meeting attendance records (c) Inception meeting minutes (d) Photographs of evidence of the inception meeting. The initiation, purpose, and current status of the SLaWEN along with the future activities that are intended to revive SLaWEN through this project were explained by the Director – of Operations of DWC.

The initial stakeholder meeting was held with DWC focal points to discuss and understand the prosecutorial capacity, law enforcement of DWC, and the gaps in relevant laws/acts and training programmes (Refer to Annex 6 for meeting details). Please refer to Annex 06 for the meeting minutes. DWC assists EFL in liaison with the SLaWEN institutes to obtain the existing IWT-related data within their respective purviews.

### ***Bornfree Foundation***

Born Free Foundation's Sri Lankan Country Representative Ms. Manori Gunawardena provides in-country technical support to EFL in project development and implementation, and insight on issues surrounding IWT within the local context. Mr. Gabriel Fava is a Senior Policy Advisor to Born Free, has been integral to developing the project concept, and will be a consultant providing guidance and technical expertise during project implementation, and insight regarding the global context of IWT.

### ***Stakeholders (SLaWEN institutions)***

Contact points were established within 6 (Sri Lanka Police, Sri Lanka Customs, Forest Department, Central Environmental Authority, Coast Conservation Department, Department of Archaeology, Department of Zoological Gardens, Department of Botanical Gardens, National Museum, Geological Survey, and Mines Bureau, and Immigration and Emigration) out of the 11 SLaWEN member institutions. From them, initial meetings were held with the Department of Wildlife Conservation and the Department of Archaeology, and their institutional structure, training systems, established interagency collaboration, and current CWT-related capacity and training were discussed and official requests have been made to obtain the required data (Annex 6).

Both stakeholder institutions; DWC and the Department of Archaeology, with which the initial meetings were held so far agreed to share their IWT related case and training data. However, there are no separate databases maintained by certain institutions regarding IWT cases as they lack the investigative/ prosecutorial capacities within their mandates.

Sri Lanka Customs, which is a key stakeholder of the project could not authorize a formal meeting as of the end of March, with the focal points to discuss IWT cases and any CWT trainings due to the absence of a provision for data sharing in the Customs Ordinance and the confidentiality issues in sharing data with an outside party. However, after discussions, EFL will work with DWC to send letters requesting this authorization in the next quarter to the relevant Ministry.

### **3. Project progress**

#### **3.1 Progress in carrying out project Activities**

##### **Output 1 - Situational analysis report on prosecution of IWT in Sri Lanka produced.**

***Activity 1.1** Hold a consultation workshop with University of Sri Jayewardenepura students/academics to gauge their findings, collate and analyse court records from DWC and other SLaWEN institutes – to establish the status of IWT related court cases.*

*The team will visit institutions, for one-on-one consultations, in addition to referring to archival records - to collate all available data.*

By the time EFL contacted Sri Jayewardenepura University the database on the court records for IWT cases had been concluded by DWC. Thereby, these records on IWT for the years 2018 and 2019 were collated and are currently being analysed. Further, IWT related data from Sri Lanka Customs - Tender notices from 2016 to 2021 were tabulated and are being analysed currently.

Owing to the travel restrictions that prevailed in the country due to Covid 19 pandemic the consultation with the Sri Jayewardenepura students/academics has been postponed to the next quarter (Quarter 3)

Two Institutions; the Department of Wildlife Conservation and the Department of Archaeology were visited by the team and the discussions/interviews were held with the participation of the legal officers and the focal points of the respective institutes. The prosecutorial and or investigative capacities and the mandates under the purview of each of these institutes regarding the IWT cases were discussed and the limitations/gaps were identified.

After requests were made for the initial stakeholder meetings, it was identified that there is no enabling provision for data sharing in the Customs Ordinance. But statistics can be obtained via a formal request to the Ministry of Foreign Affairs through DWC. The team will work with DWC to request these data in the next quarter

***Activity 1.2** Report will be drafted detailing the findings of the analysis – identifying gaps stalling the legal process. These findings will be presented at the SLaWEN and Judicial Training workshops*

The legal process analysis has already been started after comprehensive research on the laws pertaining to IWT. The recommendations are being concluded based on the ongoing information gathering via stakeholder interviews/discussions.

The database developed with the inputs from Customs and the press is currently being analysed

to understand the trends in IWT in Sri Lanka for the past years and to identify the key species that are being trafficked from or via Sri Lanka

The team is currently trying to collate IWT case records. DWC has agreed to provide 5 different IWT cases prosecuted recently and the team will work to select the most suitable ones for the situational analysis in the coming months

## **Output 2 - Wildlife Trafficking and Conservation Course for SLaWEN Officers and network building established.**

### ***Activity 2.1 Ethics questionnaire will be circulated amongst SLaWEN institutes***

The ethics questionnaire has been drafted and finalized with the suggestions of the team lead and other members. It will be circulated amongst the SLaWEN institutes within the next quarter.

### ***Activity 2.2 Inception and program development meeting with heads focal points of SLaWEN member institution***

The inception workshop was held successfully with the participation of 9 SLaWEN member institutions (Sri Lanka Police, Sri Lanka Customs, Forest Department, Central Environmental Authority, Coast Conservation Department, Department of Archaeology, Department of Zoological Gardens, National Museum) on the 24th, February at DWC (Refer to Annex 5)

Focal points were established at 6 institutions (Sri Lanka Police, Sri Lanka Customs, Coast Conservation Department, Department of Botanical Gardens, National Museum, Geological Survey, and Mines Bureau) thus far and the team is currently working with DWC to establish contact points within the remaining institutions.

### ***Activity 2.3 Development of the Wildlife Trafficking and Conservation Course for SLaWEN Officers and assessments by a curriculum development expert***

Existing gaps in the law, gaps in the training procedures concerning IWT, and data on mostly trafficked flora and fauna will be analysed by the curriculum development expert in the next quarter as the baseline study to develop the curriculum for the SLaWEN institutes

## **3.2 Progress towards project Outputs**

### **Output 1 - Situational analysis report on prosecution of IWT in Sri Lanka produced.**

***Output Indicators - 1.1 Number of records collected to setup baseline of existing wildlife trafficking in the country (up till 2021) by 3rd quarter of project. Records will be aggregated based on where they were recorded and variables including gender, district, and taxon trafficked will be catalogued.***

***Means of verification 1.1 Survey/ case records of the existing situation until 2021- baseline of existing IWT prosecutions in Sri Lanka.***

IWT case records of 11 districts for the years 2018 (one record) and 2019 were collated and data from Sri Lanka Customs - tender notices on the illegal trade of protected flora and fauna species from 2016 to 2021 were tabulated. IWT case records of DWC from 2020 to date are being collated currently by them and the team has made formal requests to obtain them as soon as they are

finalized. DWC agreed to provide 5 different IWT cases prosecuted recently and the team is currently working to select the most suitable ones for the situational analysis. The team is currently working on the Legal Gap Analysis of IWT cases in Sri Lanka and the report will be finalized in the next quarter

**Output Indicators - 1.2** *Number of discussions with key institutions to identify trends of trafficking, predictions on the baseline, etc) by the 3rd quarter of the project.*

**Means of verification 1.2** *Discussion/interview records of SLaWEN members on the existing situation (with regard to highest trafficked species, the volume of trafficking, frequency, etc)*

Discussions were held with two of the SLaWEN institutes thus far and requests have been made to provide us with the data on IWT cases they have encountered for the past 5 years.

From output 2 onwards the activities are still in progress, hence the progress will be described with evidences in the next report.

### **3.3 Progress towards the project Outcome**

**Project Outcome:** Improved law enforcement and prosecution of IWT incidents through enhanced technical capacity within and between SLaWEN member institutions.

The inception meeting was held with the participation of all the SLaWEN member institutions. (Refer to Annex 5) Focal points were established within 6 of these institutions so far. Initial meetings were held with DWC and one SLaWEN institute (Department of Archaeology) and Formal requests have been made to obtain the existing IWT-related data and expect to complete this by the mid-3rd quarter. Moreover, since major project deliverables have not been completed during the reporting period, progress cannot be expressed in terms of outcome indicators as of now.

### **3.4 Monitoring of assumptions**

The project is still in its preliminary stages. Specially output 1, in which the current situation of the SLaWEN institutes is ongoing, and in output 2, under which Wildlife Trafficking and Conservation Course for SLaWEN Officers have to be delivered, it is too early to comment on the outcome, output level assumptions. However, it was observed that not all the institutions maintain up-to-date databases or archives of the IWT cases as it's not a key obligation within their purview.

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

The intended impact of the project is the revival of SLaWEN as the networking body for an improved law enforcement response to wildlife trafficking from and through Sri Lanka. This project intends to facilitate the development of the dormant national WEN. SLaWEN was established in 2011 under the leadership of the DWC, Police, and Customs but has been dormant for some time. The revival of this network will have long-term positive impacts on addressing IWT in the country and in creating increased surveillance and enhanced awareness of the scale of IWT in Sri Lanka among all stakeholders.

The situational analysis report will establish a baseline on the number of IWT incidents that occur and the status in prosecuting such incidents. Based on the understanding that the process is stalling due to a lack of technical capacity, awareness, and synergy amongst the relevant parties - the project will address this through training for the SLaWEN and the judiciary officials. Having developed capacity and networking capabilities amongst the sectors of prosecution, enforcement and judiciary the project will be the catalyst for the revival of the SLaWEN to operate as the apex networking body to address IWT in Sri Lanka. An award scheme will be developed to acknowledge excellence, which will encourage and motivate officers to be the best in the field.

A subset of individuals engages in illegal activities including feeding IWT supply chains. The project will address these patterns, striving to promote the ultimate goals of sustainable use of terrestrial and marine ecosystems. In promoting sustainable natural resource management and deterring illegal activity – the local communities dependent on legitimate natural resource related livelihoods will directly benefit. The nature of the projects makes it difficult to pin down the number of households that will benefit. However, the communities resident within the wildlife-rich areas and most dependent upon optimal ecological conditions will be a group of critical beneficiaries.

Additionally, the collation of the baseline prosecution data (For situation analysis under Output 1, Activity 1.1) will assist in understanding the current state of IWT in the country, thereby providing stakeholders with information to determine the potential status of deterrence, socio-economic drivers behind IWT, and mitigatory and redress mechanisms.

#### **4. Thematic focus**

Two key thematic areas; strengthening law enforcement and ensuring effective legal frameworks and deterrents are aimed to be addressed by this project.

The project targets to improve the national response to wildlife trafficking by government institutions along the criminal justice chain. Improved outcomes would include enhanced collaboration between enforcement agencies for more effective investigations, and an increase in prosecutions coming to court (London Declaration, 2014 - Actions X, XI & XIV; London Declaration, 2018 – Para 9, 15; Kasane Statement – Para 5). Supply into markets in demand countries would be reduced if trafficking itself is undermined (London Declaration, 2014 - Action I).

The tailor-made training to be developed and disseminated would allow for an enhanced level of understanding and capability among government officers, including law enforcement personnel (London Declaration, 2014 - Action XIII; London Declaration, 2018 – Para 12, 14; Kasane Statement – Para 5)

The two workshops planned to be delivered through the project; (i) 10 day intensive training on wildlife conservation, trafficking of fauna and flora and the legal recourse available to address IWT and assessments for the assigned SLaWEN officers (Output 2), and (ii) Judicial Training Workshop of IWT across 25 districts (Output 3) are thought to have a greater impact on achieving these two targets as we assume that SLaWEN institutes will cooperate and assign necessary human resources for IWT Training and SLaWEN institutes will also recommend the sensitizing of the judiciary to IWT during their training as a next step.

The project represents a proposed partnership between government and civil society, in order to re-ignite an existing partnership structure between government institutions for long term collaboration, leading to a deterrent impact on those engaged in IWT (London Declaration, 2018 – Para 16; Hanoi Statement – Para 20).

## **5. Impact on species in focus**

Although the project is still at the preliminary stages of collating IWT data for the past years from the stakeholders, under *Output 1*, the analysis of these data will soon determine the most trafficked flora and fauna species and trends in trafficking for the past years which will then be used as the baseline to develop training tools and curricula for the SLaWEN institutes.

However, ultimately, the project is expected to enhance the protection of threatened species by raising awareness and sensitising officers to the importance of protecting them. The curriculum developed for the training of SLaWEN officers will focus on identifying species in trade in all forms, smuggling methods, and the national and international legislative frameworks mandating their protection. Since many of the focal species are less well known, awareness amongst officers of their poaching and trafficking, as well as their conservation importance, is assumed to be low.

The expected long-term impact of the work is increased protection of the aforementioned species - which allows for the recovery of wild populations. In particular, for Agarwood (*Aquilaria* spp) the illegal collection of the plant has decimated wild populations.

The mobilisation of SLaWEN and enhanced synergy amongst judiciary, enforcement, and prosecutors will allow for gaps to be identified and addressed in the existing legal frameworks. In the long term, it is expected that these shortcomings will be addressed via strengthened national laws and regulations. In addition, the improved knowledge of the status of IWT in Sri Lanka will encourage Sri Lanka to lobby for enhanced protection of target species at CITES, CMS, and other relevant international fora.

## **6. Project support to poverty reduction**

The local communities dependent on legitimate natural resource-related livelihoods e.g.; artisanal fishers will directly benefit. Moreover, the community's residents within the wildlife-rich areas and most dependent upon optimal ecological conditions will be a group of critical beneficiaries.

The project will address the patterns of IWT, striving to promote the ultimate goals of sustainable use of terrestrial and marine ecosystems deterring illegal activity. Strengthening of institutions through enhanced capabilities to implement their mandates will benefit communities and facilitate the role of officers mandated with the protection of fauna and flora. Robust and efficient responses to incidents of IWT by the prosecutorial, enforcement, and judicial services will be a strong motivational impetus for wildlife officers. At a community level, this will act as a deterrent to those who take part in IWT, helping strengthen both environmental and social safeguards within the developmental sphere.

## **7. Consideration of gender equality issues**

The impacts of land-intensive and development-driven activity are equivalent for both men and women. Nevertheless, both legal and illegal wildlife trading is considered one of the areas in which actors and stakeholders are highly gender differentiated. It is evident that there are only a



very few numbers of studies that have incorporated the gender dimension in analysing wildlife trade and there exists a significant gap in identifying key links between gender and IWT. Specifically, there is a lack of insight into the nuances of women's participation in poaching, trafficking, and selling illegal wildlife products, either directly, in supporting roles or as managers. Hence, attempts will be made during this project to differentiate information by gender, especially when data related to producers, traders, and consumers linked with IWT are available. Further, efforts will be taken to assess the degree of participation and involvement in combating IWT by different genders as conservation biologists, criminologists, prosecutors, legal professionals, and other stakeholders. This will be conducted by analysing the gender disaggregated data from workshop attendance records. It is believed that the separation of available data by gender will not only fill a significant knowledge gap but will also suggest possible avenues for future research, opportunities to fill data gaps, opportunities for conservation practitioners, and to inform counter trafficking interventions through gender mainstreaming.

This project will contribute to reducing gender inequality by trying to determine the role of gender in the field of wildlife trafficking by disaggregating available information related to offenses and prosecutions by gender.

## **8. Monitoring and evaluation**

The Monitoring and Evaluation (M&E) Plan of the project did not change over the reporting period. The Monitoring and Evaluation (M&E) of the project will encompass two dimensions. First, measuring project performance to ensure that project activities are conducted efficiently and effectively within laid out timeframes, that outputs are delivered to a high quality, and that project implementation constraints are identified and addressed in a timely way. Second, project impact will be evaluated throughout the project - assessing the progress in reviving the SLaWEN as the chief networking body for a better-coordinated response to IWT resulting in increased prosecution and accountability to IWT in Sri Lanka.

These aspects of the project were monitored closely by EFL– by holding monthly meetings to assess the progress or weekly meetings if there is anything urgent to be discussed, with the core project team, headed by the team lead.

Project finance is monitored to ensure finances are managed responsibly and disbursed as per the approved budget. Monitoring of project finances is conducted by the office administration team led by the EFL CEO.

Since the first two activities are in progress during the reporting period a robust conclusion cannot be made on the contribution of the outputs and activities to the project outcome. However, in the upcoming quarters team plans to monitor and evaluate the project based on the methodology initially indicated in the project proposal.

The project outputs and indicators identified in the log frame and methodology will inform the monitoring of the project performance and impact. For the second output, the wildlife trafficking and conservation course – the participation of all 11 SLaWEN institutions will measure project performance, and the performance of the officers in the assessments will measure the impact of the programme. Also, the participant evaluation forms will be an essential indicator in understanding the value of the training. The sensitizing of the judiciary to IWT will be measured by an expected percentage increase in the caseload heard in court. In addition, the participation and receptiveness of the judiciary to the workshops will be an important assessor of project performance. Bringing together the enforcement, prosecutor, and judiciary representatives for a roundtable dialogue – would be the culmination and a reflection of the overall project impact.

The establishment of the award scheme will aid in evaluating the performance of project beneficiaries - and the impact of project activities.

Motivation amongst officers will be evaluated to ensure the continued impact of the project outcome in the long term

## **9. Lessons learnt**

It was evident from the inception meeting that all the SLaWEN member institutions are highly enthusiastic about the project and most of them are willing to extend their fullest support to improve law enforcement response to wildlife trafficking and to develop the necessary capacities and network cohesion within and among the SLaWEN member institutions.

As mentioned before, since the project commenced in November and only the first 5 months are covered in this report, therefore a full report on what went well and the challenges faced by all levels of the project and recommendations will be included in the next technical report.

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

Not applicable

## **11. Other comments on progress not covered elsewhere**

Not applicable

## **12. Sustainability and legacy**

The ultimate goal of the project is to provide SLaWEN with the much-needed boost to reignite the communication streams between member institutes and propel the network to function as the national WEN. The management of the WEN will be the responsibility of the DWC –critically, the project will provide the necessary skill sets and network building for operations to function smoothly and efficiently. The DWC will be an integral partner in project implementation and continuation following the end of formal external funding for this project.

The Inception Meeting held in February 2022 with the participation of all the member institutions, was able to revive the communication network among the SLaWEN institutions which had otherwise been dormant for the past few years. All the representatives were able to put forward their suggestions and ideas about the CWT in Sri Lanka and restore the long-lost conversation on Counter Wildlife Trafficking and sensitise the long felt need to tackle this issue with a much-harmonised approach among the institutes.

The training of SLaWEN officers will integrate components to encourage knowledge sharing within agencies to enhance internal capacities and inspire committed action on IWT. Additionally, the training curriculums will be available for use, and DWC will be encouraged to conduct refresher training to keep up momentum every three years to account for staff turnover at SLaWEN institutions. Sri Lanka Law college will be consulted and encouraged to integrate components of IWT into its formal training. Materials prepared for the judiciary workshops will be made available as educational material for wider distribution.

## **13. IWT Challenge Fund identity**

The project was presented at Ocean Country Partnership Programme (OCP) workshop on Tuesday 15 March 2022 at Hotel Taj Samudra, Colombo which was hosted by UK colleagues

from Defra (Department for Environment, Food & Rural Affairs) and other UK partners (CEFAS, Marine Management Organisation, and the Joint Nature Conservation Committee) who are in the country to scope the potential to deliver tech assistance through the Blue Plant Fund (BPF) Ocean Country Partnership Programme (OCPP). Please refer to Annex 7 for the PowerPoint presentation used in the programme.

**14. Impact of COVID-19 on project delivery**

Due to the travel restrictions imposed and health guidelines prevailed in the country during the past year some of the activities were delayed and alternative approaches had to be taken to execute certain activities.

Consultation workshop which was intended to be held with University of Sri Jayewardenepura students/academics to gauge their findings on IWT (Activity 1.1) was unable to complete during the first two-quarters of the project as a result. However, by the time EFL contacted Sri Jayewardenepura University the database on the court records for IWT cases had been concluded by DWC. Thereby, these records on IWT for the years 2018 and 2019 were collated and are currently being analysed.

The consultation workshop will be held in the next quarter with the students/ academics of the University of Sri Jayewardenepura. The Inception Workshop was however completed within the 2nd quarter of the project under strict adherence to the World Health Organisation and Sri Lanka government guidelines.

All the meetings/discussions/interviews and all training/ workshops will be carried out in strict adherence to the World Health Organisation and Sri Lanka government guidelines. If necessary and feasible, sessions (meetings/discussions) will be conducted online to avoid unnecessary movement and physical contact.

**15. Safeguarding**

Please tick this box if any safeguarding or human rights violations have occurred during this financial year.

EFL Safeguarding Policy has not undergone any changes and remains the same even after the proposal stage. Any safeguarding or human rights violations have not occurred during this financial year. Moreover, EFL in its safeguarding policies has clearly stated its zero-tolerance stance towards bullying, harassment, and sexual exploitation and abuse. The code of conduct further elaborates the expected behavior from staff and ethics that need to be upheld.

During the recruitment of staff to the organisation, thorough background checks are conducted in order to establish the suitability of the individual in line with these policies. These policy documents are shared upon recruitment so that staff are familiar with them and know their responsibilities within this policy.

Programme activities in general are designed in a manner that ensures vulnerable groups are safeguarded from potential exposure to bullying, harassment, and abuse by third parties. Staff is continuously encouraged to be outspoken regarding such matters while the prevailing social culture created within the organisation incessantly harbors a preventive environment.

When dealing with downstream partners, EFL conducts a thorough background check and investigation prior to selecting them for any kind of collaboration. The values contained in the IWTCF Annual Report Template 2022

policy documents are conveyed to the selected parties. Such apprising is carried out when recruiting interns or volunteers to the organisation as well. Prompt action is taken by the senior management if any such incident is reported.

## 16. Project expenditure

Table 1: Project expenditure during the reporting period (April\* 2021-March 2022)

Project spend (indicative) since last Annual Report	2021/22 Grant (£)	2021/22 Total actual IWT Costs (£)	Variance %	Comments (please explain significant variances)
Staff costs	██████████	██████████	██████████	Due to the delay in project initiation (contractual start day is 3rd May 2021 however, the offer letter was only received in September 2021 and due to the Covid 19 situation at the time we requested the project commencement date to be shifted to November 2021) As such there is an underspending for around 6 months which we have now requested to be shifted to FY2. Team Lead's payment invoice has not been raised as of yet and will be raised in the next quarter. This is one of the main reasons for the underspent staff costs.
Consultancy costs	██████████	██████████	██████████	
Overhead Costs	██████████	██████████	██████████	
Travel and subsistence	██████████	██████████	██████████	
Operating Costs	██████████	██████████	██████████	
Capital items	██████████	██████████	██████████	
Others	-	-	-	
<b>TOTAL</b>	██████████	██████████	██████████	

\*The project commenced in November

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

Not applicable

## Checklist for submission

	Check
Different reporting templates have different questions, and it is important you use the correct one. Have you checked you have used the <b>correct template</b> (checking fund, type of report (i.e. Annual or Final), and year) and <b>deleted the blue guidance text</b> before submission?	✓
<b>Is the report less than 10MB?</b> If so, please email to <a href="mailto:IWT-Fund@itsi.co.uk">IWT-Fund@itsi.co.uk</a> putting the project number in the subject line.	✓
<b>Is your report more than 10MB?</b> If so, please discuss with <a href="mailto:IWT-Fund@itsi.co.uk">IWT-Fund@itsi.co.uk</a> about the best way to deliver the report, putting the project number in the subject line.	
<b>Have you included means of verification?</b> You should not submit every project document, but the main outputs and a selection of the others would strengthen the report.	✓
<b>Do you have hard copies of material you need to submit with the report?</b> If so, please make this clear in the covering email and ensure all material is marked with the project number. However, we would expect that most material will now be electronic.	
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.	