



**10<sup>TH</sup> AFRICAN ELEPHANT FUND STEERING COMMITTEE MEETING**

1 - 3 MARCH 2018

KASANE, BOTSWANA

**PRESENT:**

**Regional representatives from  
East Africa:**

1. Patrick Omondi- *Kenya*  
(Chair)
2. Kumara Wakjira Gameda -  
*Ethiopia- (Vice-Chair)*

**Regional representatives from  
West Africa:**

3. Nana Kofi Adu-Nsiah-  
*Ghana*

**Regional representatives from  
Central Africa:**

4. Aurélie Flore Koumba  
Pambo- *Gabon*

**Regional representatives from  
Southern Africa:**

5. Cyril Taolo- *Botswana*
6. Abednico Macheme-  
*Botswana*
7. Boitshepho Chube-  
*Botswana*
8. Mooketsi Solomon-  
*Botswana*
9. Mpho Tjiane - *South Africa*
10. Malepo Phosoko - *South*  
*Africa*
11. Ntwanano Masingi- *South*  
*Africa*

**Donors:**

12. Maartje Langeveld – *The Netherlands*
13. Rudolf Specht- *Germany*
14. Miet Van Looy- *Belgium*
15. Sandrine Maury -*France*

**CITES Secretariat:**

16. Thea Carroll
17. Mrigesh Kshatriya

**AEF Secretariat:**

18. Jiri Hlavacek
19. Mamadou Kane
20. Dorris Chepkoech

**CMS Secretariat:**

21. Clara Nobbe

NO	AGENDA ITEMS	STATEMENTS AND DECISIONS
	<b>Introduction</b>	<p>The 10<sup>th</sup> African Elephant Fund Steering Committee (AEFSC) meeting was held at Travel Lodge in Kasane, Botswana on 1 – 3 March 2018. Members of the Steering Committee met to discuss matters on implementation of the Fund among other agenda items not limited to:</p> <ol style="list-style-type: none"> <li>a) roles and functions of the Steering Committee;</li> <li>b) welcoming pledges from donors;</li> <li>c) AEFSC meetings future funding mechanism;</li> <li>d) range States focal points;</li> <li>e) process of reviewing the African Elephant Action Plan;</li> <li>f) report on the ongoing project implementation (monitoring, evaluation and reporting);</li> <li>g) reviewing thirty-one project proposals submitted by range states;</li> <li>h) post project evaluation strategy;</li> <li>i) resource mobilization strategy</li> <li>j) election of new Steering Committee officials;</li> </ol>
1.	<b>Opening Remarks</b>	<p>The meeting was opened at 9.45am on Thursday, 1 March 2018, by Dr. Patrick Omondi, Director, Research, Monitoring and Strategic Initiatives at State Department of Natural Resources in Kenya and Chair of the African Elephant Fund Steering Committee.</p> <p>Patrick Omondi (AEFSC Chair) welcomed participants and thanked the Government of Botswana for hosting the 10<sup>th</sup> African Elephant Fund Steering Committee meeting. He also thanked the Steering Committee members for attending the meeting.</p>



		<p>Mooketsi Solomon (Government of Botswana) welcomed the Steering Committee members to the host country, Botswana and thanked the members for the privilege and support given to Botswana to host the meeting. He noted that the Government of Botswana is keen in ensuring a secure future for African Elephant.</p> <p>Jiri Hlavacek (UN Environment) thanked the Steering Committee members for their participation and the Government of Botswana for hosting the 10<sup>th</sup> AEF Steering Committee meeting and reiterated UN Environment's commitment to support range States in conservation efforts for the African elephant.</p> <p>Maartje Langeveld (Netherlands) on behalf of the donors thanked the Steering Committee members for their participation and the Government of Botswana for hosting the meeting. She stated the importance of the meeting, a great opportunity to go through all the proposals together supporting the fund in its mission to conserve and protect the African elephant</p> <p>Thea Carroll (CITES-MIKE) thanked the UN Environment for preparing for the 10th AEFSC meeting, the Steering Committee members for their participation and the Government of Botswana for hosting the meeting. She confirmed CITES-MIKE commitment to continue supporting to the African Elephant Fund.</p>
2.	<b>Quorum</b>	<p>The Steering Committee members representing each region were present and a quorum was established. East Africa was represented by Kenya and Ethiopia, West Africa was represented by Ghana, Central Africa was represented by Gabon and Southern Africa was represented by Botswana and South Africa. The donors were represented by Belgium, Germany and the Netherlands. <i>Ex-officio</i> members were represented by UN Environment and CITES-MIKE Secretariat. CMS Secretariat (via skype, partially) and France participated in the meeting as observers.</p>
3.	<b>Approval of minutes report of the 9th AEFSC</b>	<p>The Steering Committee members reviewed the minutes from the 9th AEFSC meeting and the Netherlands pointed out that the 9<sup>th</sup> AEFSC meeting in Geneva was an informal meeting and to have that reflected in the minutes for the 9<sup>th</sup> AEFSC meeting. As there were no objections, the 9<sup>th</sup> AEFSC minutes were adopted.</p>
4.	<b>Secretariat Presentation</b>	<p>The Secretariat presented to the Steering Committee the financial report to date. The Secretariat also briefed the Steering Committee on the thirty-one project proposals submitted and presented the challenges encountered in administration of funding. The challenges encountered include: communication lag from range States to the Secretariat, bureaucracy linked to transfer of funding, delays in reporting on project implementation and non-compliance with UN reporting standards.</p> <p>In order to improve timely reporting on the status of ongoing projects and prevent possible delays in implementation, it was agreed by the Steering Committee that the Secretariat should provide regular updates on the ongoing projects to the Steering Committee members.</p>
5.	<b>Pledges from Donors</b>	<p>The Steering Committee received new pledges from donors for the year 2018. The Netherlands pledged 120,000 Euros, Belgium pledged 50,000 Euros, France gave a pledge to be determined at a later date and Germany has intends to continue to support the fund to the same levels as previous pledges.</p>



6.	<b>AEF Steering Committee Meetings Funding Mechanism</b>	<p>The Steering Committee discussed possible funding mechanism to be adopted for the future African Elephant Fund Steering Committee meetings. Reference was made to the 7<sup>th</sup> AEFSC meeting where a decision was taken to look into possibilities to fund steering committee members. (Please refer to the 7<sup>th</sup> AEFSC meeting minutes under agenda item eight paragraph five).</p> <p>The Steering Committee noted that any implementation on this decision has not been effected. The issue of organization, including financing of the steering committee meetings shall be covered under the fund-raising strategy for the fund (see item 14).</p>
7.	<b>Roles and Functions of the Steering Committee</b>	<p>The Chair briefed the Steering Committee on the roles and functions of the Steering Committee and the roles and functions of the Secretariat. The Chair reiterated that the Steering Committee is the main decision-making organ for the African Elephant Fund. He stressed the importance of good and open communication that will enable all matters relating to the fund be addressed in a transparent manner. In case of any concerns or issues, it is requested to inform the Chair.</p>
8.	<b>Range States Focal Point</b>	<p>The African range States were requested by the Steering Committee to clarify and update the Secretariat about their focal points. Regional representatives for Congo, Tanzania and Mali were requested to consult with the respective countries and write to the Secretariat through the Chair confirming the contact persons for these countries.</p>
9.	<b>Process for Review of the African Elephant Action Plan</b>	<p>The Steering Committee discussed on the process of reviewing the African Elephant Action Plan. The Steering Committee to be informed by the Secretariat through the Chair on the process and progress of the review of the African Elephant Action Plan (AEAP) that is expiring by 2020 and inform accordingly the Parties to CITES and CMS.</p> <p>The project for IUCN if approved will contribute to gather knowledge for the review of AEAP.</p>
10.	<b>Project implementation</b>	<p>The Steering Committee agreed that, all progress and final reports on ongoing range States projects should be submitted to the Secretariat prior to the meeting and the Secretariat to present the reports during the meeting to share the impacts of the projects, to enhance the knowledge information and gains from results, successes and challenges faced in the implementation of the AEAP.</p> <p>The Steering Committee tasked the Secretariat to prepare a PowerPoint template for project implementation and to use these PowerPoint templates to present to the Steering Committee the progress of the ongoing projects.</p> <p>The Secretariat was also tasked to forward the progress reports to all Steering Committee members as they come in to update the members on the status of project implementation.</p>
11.	<b>Post- Project Evaluation</b>	<p>The Steering Committee also discussed post project evaluation strategy. The Steering Committee tasked the Secretariat to identify opportunities and possibilities for monitoring and evaluation after project implementation for accountability and to ensure that the funds awarded were used accordingly.</p>
12.	<b>Assessment and Evaluation of Project Proposals</b>	<p>Assessment and evaluation of <b>thirty-one (31)</b> project proposals submitted. Project proposals were presented by regional representatives with queries/comments and inputs for improvements/other recommendations:</p> <p>1. From the Central African region, <b>nine</b> proposals were presented:</p>



		<p>a) <b>Chad- Projet d'Appui aux Acteurs de la Mise en Œuvre de la Stratégie Nationale de Conservation des Eléphants/ Project to Support Stakeholders in the Implementation of the National Elephant Action Plan- \$158,047.</b></p> <ul style="list-style-type: none"> <li>Chad's project proposal was not approved.</li> <li>The Steering Committee acknowledged that Chad is facing high cases of illegal killing of elephants and consider conservation of elephants in Chad as an emergency.</li> <li>The Steering Committee advised Chad to revise the budget as 75% of funding requested were allocated to personnel payment and transportation costs.</li> <li>The Steering Committee agreed that Chad should resubmit the project through email and to be assisted by AEF Secretariat to draft the proposal. The CITES-MIKE Secretariat will provide technical advice and guidance to the Secretariat in rewriting the proposals.</li> <li>Chad can be eligible to make use of the funds from the European Commission budget made available for supporting them in drafting the project proposal if they wish to proceed with this project.</li> </ul> <p>b) <b>Congo- Conservation de l'éléphant de forêt dans la zone forestière des Plateaux Batékés Congo-Gabon/ Conservation of Forest Elephant in the Forest Area of Batéké-Plateau Congo – Gabon- \$99,710</b></p> <ul style="list-style-type: none"> <li>Congo's project proposal was not approved</li> <li>The Steering Committee agreed that Congo projects will not be assessed and evaluated until Congo submit progress and expenditure reports of the ongoing project entitled <i>'Reinforcement of Operational Capacities in the Fight Against the Illegal Trafficking of Elephant Products and Sub- Products.'</i></li> <li>However, the Steering Committee suggested that Gabon can resubmit the project if they recognize it to be beneficial to Gabon as it is cross-boundary.</li> </ul> <p>c) <b>Congo- Suivi écologique et Protection Communautaire des éléphants de la Réserve de Faune de la Léfini/ Ecological Monitoring and Community Protection of Elephants of Lefini Wildlife Reserve \$ 71,904.</b></p> <ul style="list-style-type: none"> <li>Congo's project proposal was not approved.</li> <li>The Steering Committee agreed that Congo projects will not be assessed and evaluated until Congo submit progress and expenditure reports of the ongoing project entitled <i>'Reinforcement of Operational Capacities in the Fight Against the Illegal Trafficking of Elephant Products and Sub- Products.'</i></li> </ul> <p>d) <b>Congo- Renforcement des Activités économiques Traditionnelles des Communautés Locales du Parc National de Konkouati-Douli/ Strengthening Traditional Economic Activities of Local Communities of the Konkouati-Douli National Park- \$120,000.</b></p> <ul style="list-style-type: none"> <li>Congo's project proposal was not approved.</li> <li>The Steering Committee agreed that Congo projects will not be assessed and evaluated until Congo submit progress and expenditure reports of the ongoing project entitled <i>'Reinforcement of Operational Capacities in the Fight Against the Illegal Trafficking of Elephant Products and Sub- Products.'</i></li> </ul>
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		<p>e) <b>Uganda- Strengthening Elephant Conservation Through Law Enforcement and Stakeholder Engagement in Queen Elizabeth National Park-Uganda- \$ 116,800</b></p> <ul style="list-style-type: none"> <li>Uganda's project proposal was not approved.</li> <li>The Steering Committee requested Uganda to resubmit the project proposal.</li> <li>The Steering Committee stated that the scope of the project is too wide and needs to be narrowed down.</li> <li>The Steering Committee also requested Uganda to amend the budget as equipments to be purchased were too expensive.</li> <li>The Steering Committee requested Uganda to work with MIKE authority on the site.</li> <li>The Steering Committee requested the AEF Secretariat to assist in rewriting the project proposal. The CITES-MIKE Secretariat will provide technical advice and guidance to the Secretariat in rewriting the proposals.</li> </ul> <p>f) <b>Uganda- Human-Elephant Conflict Reduction in Murchison Falls- \$ 88,760</b></p> <ul style="list-style-type: none"> <li>Uganda's proposal was conditionally approved.</li> <li>The Steering Committee approved with condition that Uganda should clarify to the Steering Committee on digging trenches due to the environmental implications.</li> <li>The Steering Committee recommended Uganda to consult with African Elephant Specialist Group on the proposed mitigation measures.</li> </ul> <p>g) <b>Uganda- Establishment of an Efficient, Effective and Reliable Communications Network to Support Wildlife Law Enforcement Operations throughout Queen Elizabeth Protected Area, Uganda- \$140,000</b></p> <ul style="list-style-type: none"> <li>Uganda's project proposal was approved.</li> <li>The Steering Committee agreed the the project proposal was well drafted.</li> </ul> <p>h) <b>Rwanda- Elephant Collaring for Their Security and Fence Integrity to Reduce Human/Wildlife Conflicts in Akagera National Park, Rwanda- \$ 72,675</b></p> <ul style="list-style-type: none"> <li>Rwanda's project proposal was conditionally approved.</li> <li>The Steering Committee requested Akagera Management Company to submit to the Secretariat endorsement letter from Competent Authority in Rwanda authorizing them to conduct the project at Akagera National Park.</li> </ul> <p>3. From Southern African region, <b>four</b> projects were presented:</p> <p>a) <b>Malawi-Combating Illegal Killing of Elephants and Trafficking of Ivory- \$ 100,000</b></p> <ul style="list-style-type: none"> <li>Malawi's project proposal was conditionally approved.</li> <li>The Steering Committee requested Malawi to amend the budget and align it with the activities to be carried out.</li> </ul> <p>b) <b>Malawi- Mitigation of HEC and Addressing Deforestation and Forest Degradation Through Income Generating Activities with Communities- \$ 59,484</b></p> <ul style="list-style-type: none"> <li>Malawi's project proposal was approved.</li> <li>The Steering Committee acknowledged that the proposal was well drafted.</li> </ul>
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13.	<b>Final Results</b>	<p>The Steering Committee approved 17 projects in 13 African range States (Kenya, Uganda, Rwanda, Malawi, Zimbabwe, Burkina Faso, Benin, Niger, Cameroon, Ghana, Guinea, Nigeria and Togo) and one for IUCN for a total amount of 1,342,941 US Dollars from the currently available balance of 1,446,636.45 US Dollars;</p>
14.	<b>Resource Mobilization Strategy</b>	<p>The Steering Committee discussed on resource mobilization strategy for the fund. The Steering Committee agreed to draft, discuss and adopt long-term fund-raising strategy for African Elephant Fund. A task team was created to consider ways of fund raising for the fund. Besides the Secretariat being a member, Germany and the Netherlands volunteered to be part of the task team. The task team is still open to other members of the Steering Committee to join.</p> <p>The Fund-Raising Strategy should also cover the issue of organization, including financial, of the Steering Committee meetings.</p>
15.	<b>AEF Steering Committee Membership</b>	<p>The Steering Committee conducted elections for the new Steering Committee bureau.</p> <ol style="list-style-type: none"> <li>The new Chair for the Steering Committee is Nana Kofi Adu-Nsiah from Ghana and Vice-Chair is from Niger (focal point to be determined by Niger).</li> <li>West Africa will be represented by Ghana and Niger.</li> <li>Eastern Africa will be represented by Kenya and Uganda.</li> <li>Southern Africa will be represented by South Africa and Namibia.</li> <li>Central Africa will be represented by Gabon and Chad.</li> <li>The donors will be represented by Belgium, the European Commission and France.</li> <li>The <i>ex-officio</i> members will be represented by UN Environment, CITES-MIKE Secretariat and CMS Secretariat.</li> <li>Given the ongoing support from the Netherlands and Germany, it was agreed that they can take part in the meetings as observers with no voting rights and they will be notified of the forthcoming meetings of the steering committee.</li> </ol>
16.	<b>A.O.B</b>	<ol style="list-style-type: none"> <li>The Steering Committee proposed Ghana to host the 11<sup>th</sup> AEF steering committee meeting. The secretariat was tasked to follow up with Ghana on the modalities of hosting the 11<sup>th</sup> AEFSC meeting.</li> <li>The Steering Committee identified gaps in the selection criteria, project and budget templates and principles and guidelines for scoring the projects. The Steering Committee also agreed to review the Terms of Reference and Rules of Procedures for the African Elephant Fund. The Steering Committee established a task team to revise the templates for</li> </ol>



	<p>project proposals, selection criteria, principles, guidelines and scores of projects assessment, rules of procedures and terms of reference as well as strategies for monitoring the implementation of the projects and final evaluation of the projects. The task team is still open for members to join and it shall be composed of the African range States, donors and ex-officio members. The Netherlands, Belgium, Gabon and AEF Secretariat volunteered at the meeting to be part of the task team. The Steering Committee agreed that the task team will produce the results in time for the 70<sup>th</sup> meeting of CITES Standing Committee in Sochi, Russia in October 2018.</p> <ol style="list-style-type: none"><li>3. CMS Secretariat was elected as an ex-officio member to the Steering Committee. The Steering Committee established a task team to revise the Terms of Reference and Rules of Procedures of the Steering Committee reflecting the latest developments giving the CMS status as the ex-officio member of the Steering Committee.</li><li>4. The Steering Committee agreed that non-governmental organizations submitting project proposals should submit endorsement letters from the CITES National Competent Authority endorsing them to conduct the project. This will be a mandatory requirement for submitting project proposals by non-governmental organizations.</li><li>5. The Steering Committee encouraged Secretariat to use funds allocated to support range States to draft project proposals. Range States that require additional support to develop quality project proposals should also benefit from the Secretariat support from those funds.</li><li>6. The Steering Committee received a letter from the Chair of Elephant Protection Initiative (EPI) Implementation Board expressing the EPI's desire to seek ways in which the EPI and the African Elephant Fund might better realize the shared goals through closer cooperation and collaboration. The Steering Committee agreed to discuss this matter further at a later date.</li></ol> <p>There being no other business, the Chair declared closure of meeting at 8:00pm on 3 March 2018.</p>
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