

Project Evaluation Series

[28/2023](#)

Terminal evaluation of the project “Integrated Land and Agroecosystem Management Systems (ILAMS) for Tonga”

Project code: GCP/TON/001/GFF
GEF ID: 5578

Annex 4. Project stakeholders

FAO stakeholders and their role in the project

FAO stakeholders	Role
Executing Responsibilities (Budget Holder)	Under FAO's Direct Execution modality, the FAO Sub-regional Coordinator for the Pacific Islands based in Samoa is the Budget Holder (BH); and working in close consultation with the Lead Technical Officer (LTO), is responsible for the operational, administrative and financial management of the project.
FAO Lead Technical Officer (LTO)	The SAP Plant Production and Protection Officer is the LTO for the project and responsible to provide technical guidance to the project team to ensure delivery of quality technical outputs in close consultation with the FAO Project Task Force (PTF) members. The LTO coordinates the provision of appropriate technical backstopping from all the concerned FAO units represented in the Project Task Force responding to requests from the MAFFF and the Project Management Committee.
FAO Project Task Force (FAO-PTF)	The multi-disciplinary PTF is established within FAO and is led by the BH and includes the LTO, GEF Coordination Unit, and other technical units supporting the implementation of this project. The main responsibility of the PTF is to provide the technical guidance to the LTO and the Project Management Unit for successful project implementation and advice on key implementation issues arise.
FAO-GEF Coordination Unit in FAO Investment Centre Division (TCI)	It reviews and approves project progress reports (PPRs), annual project implementation reviews (PIRs), financial reports, and budget revisions based on the Annual Work Plan and Budget. The GCU also ensures that the project's MTR and final evaluation meet GEF requirements by reviewing evaluation TORs and draft evaluation reports.
The FAO Finance Division	It provides final clearance of any budget revisions, Annual Financial Reports to the GEF Trustee and, in collaboration with the GCU, request project funds on a six-monthly basis to the GEF Trustee.
Participating Units	The relevant participating units from across FAO are involved to support project implementation and to ensure that the project is successful in achieving intended outputs and objectives. When appropriate, these units within HQ and RAP and SAP Multi-Disciplinary Team can provide technical support in areas.

Main government agencies involved and implementation stakeholders within the government and their role in the project

Main stakeholders	Roles
Ministry of Agriculture and Food, Forests, and Fisheries (MAFFF)	Main implementation partner. Responsible for day-to-day execution, management, and monitoring of project activities. Lead executing agency for Components 2,3, and 4.
Ministry of Lands, Survey, and Natural Resources (MLSNR)	Lead executing agency for activities relating to SOLA under Component 1.
Ministry of Meteorology, Energy, Information, Disaster Management, Environment, Climate Change and Communications (MEIDECC)	Lead executing agency for activities relating to mangrove rehabilitation under Component 3.
Ministry of Internal Affairs (MIA)	Project beneficiaries (from capacity building) and project partners in implementing project activities in Component 2 & 3.
District and Town Officers and Councils	Project beneficiaries (from capacity building) and project partners in activities on outer islands.

Implementation arrangements with positions and respective role

Position	Role
National Project Director (NPD)	The MAFFF carries out its responsibilities to support Project execution through housing of the Project Management Unit within its Extension Division and the National Project Director (NPD). The NPD is responsible for the overall project management on behalf of the Tongan Government. The NPD is a current Government staff (not funded) by the Project.
Project Steering Committee (Project Steering Committee)	Project Steering Committee is chaired by the CEO of MAFFF. Permanent members of the Project Steering Committee include representatives of: MLSNR, Director of Environment, CEO for Internal Affairs, and FAO as the GEF Agency. Co-financing partners and other stakeholders participate in the Project Steering Committee as observers. The Project Manager (PM) acts as Secretary to the Project Steering Committee and the Senior Technical Adviser (STA) supports the PM in organizing Project Steering Committee meetings and in the preparation of related documentation and reporting. The Project Steering Committee oversees and guides project implementation, review and approve annual progress reports and project work plans and takes necessary actions to overcome constraints in project implementation.
Technical Advisory Group (TAG)	The TAG i) facilitates coordination among project partners; ii) supports the Project Management Committee with technical recommendations and guidance regarding project activities; and iii) socializes and provides timely information on implementation of co-financed activities. The TAG is comprised by representatives of the relevant Government ministries and project partners. The PM acts as secretary of the Group.
Project Management Unit (Project Management Unit)	The Project Management Unit is hosted by the MAFFF Extension office. It is responsible for day-to-day project operations and ensures coordination and execution of the project through timely and efficient implementation of agreed work plans, in close consultation with Project Steering Committee and FAO (BH, LTO, relevant technical Departments and TCI GEF Coordination Unit). The Project Management Unit is led by the National Project Manager (NPM), a part-time Senior Technical - Adviser (STA), and an administrative & finance assistant, and four field project officers (FPOs)
Project Manager (PM)	Leads the Project Management Unit and is responsible for the implementation of the project, including the mobilization of all project inputs and supervision of consultants and subcontractors. The PM reports to the BH on operational issues and to the LTO on technical issues. He/she shall perform a liaison role with MAFFF, Ministry of Lands and Natural Resources, FAO and all other stakeholders involved in the project and is fully accountable to the CEO and the Project Steering Committee for the satisfactory execution of the project. The PM reports on Project progress to Project Steering Committee meetings, and develops and submit semi-annual PPRs and annual PIRs.

Position	Role
Senior Technical Adviser (STA)	Directly supports the PM and the Project Management Unit and ensures best international technical and management practices are integrated into the Project work plan and activities. The STA reports to the BH on operational issues and to the LTO on technical issues. The STA is a part-time position of approximately 4 months per year and will support all aspects of the day-to-day execution of the Project. He/she is also responsible for providing technical advice and guidance in his/her area of technical expertise. The STA supports the PM in reporting on Project progress to Project Steering Committee meetings, and contributes to the development of semi-annual PPRs and annual PIRs.
Administration and Finance Assistant (AFA)	AFA is responsible for day-to-day logistical and financial management support to the project, above and beyond the contractual and procurement support work provided by the Budget Holder. The AFA works in close consultation with the PM, STA, Budget Holder, LTO and project executing partners, and takes the operational responsibility for timely delivery of needed inputs to produce project outputs.
Field Project Officers (FPO) (4)	FPOs are responsible for the coordination and planning of all project field level activities in the islands of Tongatapu, Vava'u, 'Eua, and Ha'apai. The FPOs take the lead in communicating with local communities and villages, advising on the preparation of local work plans, designing and running co-ordinate trainings workshops, and the detail implementation of the field activities for Component 2 and 3. The FPOs work under the MAFF Officer in Charge in the island groups and report to the PM and respective OICs.

NGOs, CBOs, academia and private sector institutions involved and their role in the project

Other institutions	Role
Non-Governmental Organizations (NGOs), village level Community Based Organizations (CBOs)	Langafonua 'a Fafine Tonga, MORDI Tonga Trust, Tonga Livestock Farmers Council. Project beneficiaries (from capacity building) and project partners in implementing project activities.
Tupou College and Hango Agriculture College	Project beneficiaries (from capacity building) and project partners in implementing project activities.
Other sectors include tourism, health, local business, investors	Project partners in implementing activities, including those related to tourism and solid waste management.
Farmer organizations and village communities	Beneficiaries as well as main collaborative partners involved in field activities of the project to support training of the implemented technologies, activities, etc.

List of human resources involved in the ILAMS project implementation through FAO

Expert Title	Duration of service (months)
International Consultants	in months
Senior Technical Advisor	16
Policy and Legal Framework expert	3
Land Administration System Specialist	1.5
SOLA Software Development Specialist	3
Digital Cadastral Map Capture & QC Specialist	2
Community development and participation specialist	5
Forestry Strategic Development Plan	2
Forestry Monitoring System Specialist	2
National Consultants	
Project Manager (PM)	48
Administration and Finance Assistant	48
Land Information Management Specialist	3
Local Open Source Software Development	24
Spatial Data Entry Operators	36
Forestry and Agroforestry Specialist	45
ILAMS Communications & KM Specialist	12
Field Project Officer (Tongatapu)	41
Field Project Officer (Vava'u)	45
Field Project Officer (Ha'apai)	45
Field Project Officer (Eua)	45

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