Mobilisation et renforcement des capacités des petites et moyennes entreprises impliquées dans les filières des produits forestiers non ligneux (PFNL) en Afrique Centrale (GCP/RAF/408/EC),

INTERMEDIAIRE TECHNICAL REPORT

Region: Cameroon: NW & SW
Duration: February - December 2007
Reporting: SNV Highlands
Verina INGRAM, Senior Adviser
Julius Niba FON, Adviser
Bakia BESONG, Team Leader
Date: January 2008
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1 List of Abbreviations

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<th>Abbreviation</th>
<th>Full Form</th>
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<tbody>
<tr>
<td>BfW</td>
<td>Austrian Development Service</td>
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<tr>
<td>CGIAR</td>
<td>International Consultative Group for Agricultural Research</td>
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<tr>
<td>CIFOR</td>
<td>International Centre for forest Research</td>
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<tr>
<td>CITES</td>
<td>Convention on International Trade in Endangered Species</td>
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<tr>
<td>COMIFAC</td>
<td>Central African Commission on forests</td>
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<td>EC</td>
<td>European Commission</td>
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<td>FAO</td>
<td>Food and Agriculture Organization of the United Nations</td>
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<td>GTZ</td>
<td>German Technical Development Services</td>
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<tr>
<td>ICRAF</td>
<td>World Agroforestry Centre</td>
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<tr>
<td>IRAD</td>
<td>Institute for Agricultural Development &amp; Research, Cameroon</td>
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<tr>
<td>LTA</td>
<td>Local Technical Adviser – of the Project</td>
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<td>MAD</td>
<td>Market Analysis &amp; Development</td>
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<td>MINADER</td>
<td>Ministry of Adviser – of the Project</td>
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<tr>
<td>MINEPIA</td>
<td>Ministry of Fisheries &amp; Livestock</td>
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<tr>
<td>MINPMESSA</td>
<td>Ministry of Small &amp; Medium Enterprises &amp; Crafts</td>
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<tr>
<td>NGO</td>
<td>Non governmental organisation</td>
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<tr>
<td>NTFP</td>
<td>Non Wood or Timber Forest Products</td>
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<tr>
<td>NW</td>
<td>North West Province, Cameroon</td>
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<tr>
<td>SNV</td>
<td>Netherlands Development Organisation</td>
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<tr>
<td>SW</td>
<td>South West Province, Cameroon</td>
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<tr>
<td>TOR</td>
<td>Terms of Reference</td>
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<tr>
<td>TRAFFIC</td>
<td>WWF-IUCN Program monitoring trade under the CITES Convention</td>
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<td>UNDP</td>
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2 INTRODUCTION

The «Mobilisation and Capacity Building of Small and Medium Enterprises involved in Value Chains in the Non Wood Forest Sector (NTFP) in Central Africa » project (GCP/RAF/408/EC), financed by the European Commission (CE) for three years (2007-2009) aims to increase revenues to rural populations by capacity building of entrepreneurship and sustainable management of natural resources in a favourable institutional environment. The expected results of the project are:

- Capacity building of small and medium enterprises in forest based enterprises.
- Market chains of priority non-timber forest products (NTFP) are developed.
- Techniques for sustainable management of NTFPs are reinforced, especially harvesting and domestication.
- The functioning institutional and legal framework is adapted to NTFP actors in Central Africa.

The project will be implemented in 2 pilot countries: Cameroon and République Démocratique du Congo by the two governments and the Food and Agriculture Organization of the United Nations (FAO) in partnership with the Centre de Recherche Forestière Internationale (CIFOR), World Agroforestry Center (ICRAF) and the Netherlands Development Organisation (SNV).

3 OBJECTIVES

This report provides an intermediate technical report from project inception to December 2007 on the activities executed by SNV in the North West (NW) and South West (SW) Provinces, in the framework of the project, as part of the requirements of the Protocol of Agreement between FAO and SNV (see Annex 1).

4 METHODOLOGICAL APPROACH

The methodological approach used for each activity depend on the results to be obtained and is specified Section 5. These included:

- Stakeholder workshops
- Meetings with individuals, organisations and focus groups of stakeholders
- Field visits to sites
- Rapid forest surveys and inventories

According to the project proposal to the European Commission (dated 22 November 2005) and the Final Report of the Project Launching Workshop in Kribi, Cameroon from 5-8 February 2007 (Yaoundé, February 2007), a combination of a modified Market Analysis and Development Methodology (MAD/ADM) (FAO 2004), working mainly on Phase 3 of the Mad approach, necessarily adapted to suit the situation where SNV was already working with certain communities in the NW and SW on the two target NTFPs. SNV also uses market chain development approaches, also known as “value” or “market chain” development, analysis and empowerment (SNV, 2006; KIT, 2006, Kaplinsky and Morris, 2000) approach to underlie its activities as well as SNV’s Advisory Practice and Principles (SNV, 2007).
5 PLANNED ACTIVITIES & RESULTS REALISED

The Protocol of Agreement signed 23 and 24 August 2007 between FAO and SNV relating to this project. Item 2 refers to the planned activities, numbered according to the system developed at Project inception meeting in Kribi, February 2007. The LOA Tem 4 requires four reports of activities in honey and Prunus by 15 March 2008 at the latest. Annex 1, Item 1.2 of the Protocol also specifies the objectives. See Annex 1 for the relevant excerpts of the Protocol.

The Planned activities and realised results are presented for each product, Prunus africana and honey. All activities cover both pilot areas, the NW and SW, unless specifically stated otherwise.

5.1 Prunus

1.1.1). Analyse problems for SMEs in NW and SW in the Prunus chain using a problem tree approach. Objective to investigate factors inhibiting SME development and address some of these in a workshop jointly with activity 1.1.2.

Activities planned:
- 2 participatory workshops with actors

Activities conducted:
- Activity TOR developed (Appendix 7 Activity TOR 1.1.1 & 1.1.2 Prunus problem analysis )
- Actors and partners met, field visits conducted and participatory problem analysis developed (Appendix 13 FAO-SNV Mission report 7-10 March and 20 -22 March to NW and SW, Appendix 14 Workshop report MOCAP Training 30-31 March, Appendix 17 SNV Mission report field visits to Prunus & honey partners Fundong 16 May, Appendix 18 SNV Mission report field visits to Prunus & honey partners SW 22-25 May, Appendix 19 Workshop report stakeholders on conflict resolution in Prunus africana management, Oku 27-29 June, Appendix 20 SNV Mission report field visits to Prunus stakeholders Fundong 12 July Appendix 21 SNV Mission report field visits to Prunus stakeholders Kumbo & Oku 17-18 July)
- Actor constellation developed (Due to the large number of individual reports, the progress reports are presented as separate digital files. Appendix 1 Prunus Actors Constellation).
- Workshop planning and execution to provide concerted opinion on problems for end November

Summary on the results obtained to date
- Preliminary data base of actors in the sector compiled (Due to the large number of individual reports, the progress reports are presented as separate digital files. Appendix 1 Prunus Actors Constellation).
- Problem analysis workshop held (covering 1.1.1 and Activity 1.1.2 due budgeting efficiency and not to overburden stakeholders) which allowed verification of individuals field data collected, a common vision of the sector and its key problems and ways forward (Appendix 8 Prunus problem analysis Workshop November 22-23 Report).
Information on target communities for prunus baseline surveys collected and shared with CIFOR (Due to the large number of individual reports, the progress reports are presented as separate digital files.

Appendix 1 Prunus Actors Constellation).

Requests from CITES Plant Committee and the EC Directorate of Environment trade group to Cameroon to clarify the status of responsibilities and actions agreed at the CITES 2006 meeting lead to a flurry of activities by MINFoF and ANAFOR from May onwards to respond to their obligations, prepare proposals to perform the inventory and collect data. SNV, in liaison with CIFOR and FAO, provided both data to the government authorities form the project activities as well as to CITES and the EU. It is now likely that the potential ban on imports of Prunus form Cameroon to the EU can be avoided if the government of Cameroon request a quota reflecting the inventories and status of the three inventories (Mt Cameroon, Tchbal and Kilum forest) and than have so far been executed. This could also a beneficial effect in altering all actors in the chain, nationally and internationally, about the status of prunus and unsustainable harvesting, as well as obliging all actors to develop sustainable management and actions plans collaboratively.

Rapid inventory in Kilum forest conducted to test methodology and provide initial - and first ever - indication of status of Prunus in Community Forests (Appendix 15 Presentation & report Rapid Inventory Prunus in Kilum forest 30-31 March.

Principal actors identified in NW, SW and Adamoua provinces. Contacts made with MINFOF and partners to respond to potential EU negative advice (ban) on Prunus from Cameroon and recommendations provided verbally and per email.

Key tentative/preliminary recommendations

- Baseline data to be gathered with involvement of Adamoua province.
- Support MINFOF and ANAFOR so that they communicate Prunus issues well with the EU.
- Platform set up of all major actors in Prunus sector (ANAFOR; MINFOF, IRAD, SNV, FAO CIFOR) (Appendix 4 Meeting report 26 April, Appendix 16 SNV Mission report field visits to Prunus partners Yaoundé 17 April, Appendix 5 Prunus Platform meeting report 12 October).

1.1.2). Organise a workshop to assess the status of the chain, management and commercialisation of Prunus africana. Objective to identify key areas for management improvements, for commercialisation and lead towards subsequent activities.

Activities planned:
- Participatory workshops with actors (joint with activity 1.1.1)

Activities conducted:
- Actor constellation developed (Due to the large number of individual reports, the progress reports are presented as separate digital files.

Appendix 1 Prunus Actors Constellation)
- Activity TOR developed (Appendix 7 Activity TOR 1.1.1 & 1.1.2 Prunus problem analysis )
- 2nd follow up workshop (1.1.1 and 2.3) – depends on actors proposals

Summary on the results obtained to date

- List of actors for assessment workshop identified with MINFoF NW and Yaoundé, CIFOR and FAO (Appendix 7 Activity TOR 1.1.1 & 1.1.2 Prunus problem analysis )
- Successful workshop held with problems identified and main areas hotly discussed. according to the participation's evaluation. CIFOR joined and shred costs and to use the opportunity to continue baseline study interviews and data gathering. Report distributed widely to both participants and other stakeholders, including EU and CITES. Discussions initiated during the 2nd day Prunus Problem Solving Workshop in November and lead to set up of a Prunus platform
(leads into Activity 2.3). (Appendix 8 Prunus problem analysis Workshop November 22-23 Report)

**Key tentative/preliminary recommendations**
- Integrate into CCPM Thematic meeting on NTFPs planned for January 15 2008, also to present preliminary results of baseline survey.
- Integrate data found and issues raised (such as where Community forests and plantations and non-assessed natural forests, who with support form MINFoF 1 local organisations? Role of ANAFOR?, how which methodology of the 3 done to date to use?) to do the inventories) into CIFOR’s TOR for Inventories
- Baseline data on chain status needs to be gathered with involvement of stakeholders in Adamoua due to the very different situation there (apparent lack of organised actors, large scale reports of unsustainable harvesting form the area, a completed inventory from 2000 but lack of verification on current status) in the province. Mission planned in February 2008.

1.1.4.3). Research for supplementary funding for Prunus projects. Objective is to identify financial sources for prunus transformation options.

**Activities planned:**
- Research
- Meetings with donors of potential funds
- Dissemination of results
- Assist actors in preparation of proposals

**Activities conducted:**
- Activity TOR developed (Appendix 9 Activity TOR 1.1.4.3 Research for funding)
- Research commenced resulting in a draft list of possible sources and partners developed. Advice given to MOCAP on their proposal for Prunus transformation processing equipment to UNEP Bafoussam and liaison with Bafoussam. Seems that their request for a grant is likely to be accepted by there are delays in fund transfer and approval. This will have an important implication for the activity. The export situation to the EU and setting of the 2008 quota will also have to be analysed before this activity commences. SNV is in touch with the International Trade representative in the European Commission DG Environment, with the WWF-IUCN TRAFFIC Forest Trade coordinator and with CITES advisers to keep abreast of the situation.
- Contacts with GTZ have been made to establish how far they and MOCAP are regarding liaison with the Spanish company Euromed in establishing an office in Cameroon. Contacts have been sent to EUROMED as well as 13 other international pharmaceutical companies to introduce the project, send the Prunus Problem analysis workshop report and request information on their plans for Prunus market. No response has been received to date.

**Summary on the results obtained to date**
- Activity TOR developed (Appendix 9 Activity TOR 1.1.4.3 Research for funding)
- Draft list of funding sources

**Key tentative/preliminary recommendations**
- Maintain contacts with MINFOF, EU, CITES and TRAFFIC about prunus quota in 2008
- Follow up with EUROMED and GTZ
- Contact international pharmaceutical associations
- Complete research and disseminate list of potential donors to actors.

2.2.1). Vulgarise procedures for Prunus transformation. Vulgarisation of techniques for Prunus transformation and processing. Write a business plan to get local processing unit). Objective to develop and undertake a feasibility study for a transformation factory for Prunus
Activities planned:
- Research
- Feasibility study
- Operational Plan

Activities conducted:
- Research commenced for options possible. (Hall et al 2000). Discussions with MOCAP during March Training in Oku about their preferences and as part of interviews with exports and middlemen as part of questionnaires data gathering (Appendix 13 FAO-SNV Mission report 7-10 March and 20 -22 March to NW and SW)
- Activity TOR developed (Appendix 10 Activity TOR 2.2.1 Vulgarisation of procedures for Prunus transformation)

Key tentative/preliminary recommendations
- Maintain contacts with MINFOF, EU, CITES and TRAFFIC about prunus transformation options due to link to with quota in 2008
- Outcome of CIFORS baseline market study should provide basis for continuing this activity

2.3.) Workshops for coordination and organisation of actors in prunus chain. Objective to place actors in market chain in contact with each other and improve communication networks for improved commercialisation.

Activities planned:
- 2 participatory workshops with actors

Activities conducted:
- Actor constellation developed (Due to the large number of individual reports, the progress reports are presented as separate digital files. Appendix 1 Prunus Actors Constellation)
- Activity TOR developed (Appendix 11 Activity TOR 2.3 Coordination of actors in Prunus chain)
- Workshop planned for early 2008

Summary on the results obtained to date.
- Discussions initiated during the 2nd day Prunus Problem Solving Workshop in November and lead to set up of a Prunus platform. The follow-up meeting to be organised by SNV in January is now foreseen for 16 January. However, lack of funds due to the delay in providing a reporting format from the project managers, mean that this costs such as transport of actors will not be paid by SNV. CIFOR has kindly found 100 US$ budget to support the costs of some selected stakeholders. SNV is supporting via provision of the meeting room, equipment, refreshments and reporting. Another meeting for those unable to travel to Yaoundé is envisaged in the NW and possibly in the SW. The presence of the LTAs will be essential in following this up.

Key tentative/preliminary recommendations.
- Clarity on ICRAF involvement needed.

3.2.2). Vulgarisation & dissemination of sustainable Prunus harvesting techniques using media (Radio, posters, Brochures etc).

Activities planned:
- 2 participatory workshops with actors and production of media to support this.

Activities conducted:
- Actor constellation developed (Due to the large number of individual reports, the progress reports are presented as separate digital files. Appendix 1 Prunus Actors Constellation)
- Activity TOR developed (Appendix 12 Activity TOR 3.2.2 Vulgarisation & dissemination of sustainable harvesting techniques)
- Workshop planned for early 2008

Summary on the results obtained to date.
- Background research on techniques conducted. In December received confirmation from MINFoF that the techniques are not prescribed in Cameroon law and that the efficacy of currently promoted technique (Hall et al 2000, LBG et al, 2001) has never been tested for regeneration/sustainability. Waiting primarily for activities lead by ICRAF to commence and also for a response to a request for copies exchange of information detailing their recent work on prunus harvesting techniques. Liaising with Biodiversity International / IRAD project on their research results also.

Key tentative/preliminary recommendations.
- Clarity on ICRAF involvement in project needed, if not reallocate activities to a service provider and/among partners
- Revisit Prunus Monograph, discuss with researchers, literature review on alternative prunus harvesting options
- Modify budget to include a field verification of efficacy of the “4 quarters” harvesting technique
5.2 Honey

1.1.4.1. Organise 2 sub-regional (NW & SW) meetings and 1 national meeting between actors in the chain. Objective to follow propositions emanating from the actors and lobbying at (intern)national level via a Federation or grouping.

Activities planned:
- 2 Meetings

Activities conducted:
- Actor constellation developed (Appendix 22 Honey Actors Constellation)
- Activity TOR developed (Appendix 22 Activity TOR 1.1.4.1 Honey actors meetings)
- Meetings with beneficiary and partner organisations conducted (INADES, ANCO, CIPCRE, FIDÉPE, CERUT) (Appendix 23 SNV Mission report Honey actors meetings, Bamenda 26 March, Appendix 24 SNV Mission report Honey actors meetings, Dschang & Bafoussam 26 September, Appendix 39 34 SNV Mission report Honey actors, SW 14-16 February)
- NW Workshop organised October 2007; SW and West participants and Unions also invited (Appendix 25 Workshop report Honey Federation Bamenda 16 October)

Summary on the results obtained to date
- Actors in NW have a shared vision on the organisation of the sector.
- Honey sector actors set out to organise themselves at the level of the Administrative Divisions before coming to have a provincial organisation early 2008.
- Links with PARI project MINADER, MINPMESSA and MINEPIA being made for their involvement

Key tentative/preliminary recommendations
- Follow-up the organisation of the honey actors at the level of the Divisions, with assistance of LTA
- Facilitate the provincial organisation in NW, the operation of the SW union and.
- Organise provincial meeting in SW in January or February 2008.
- Links maintained with West, Adamoua and East provinces for eventual national Federation

2.2.1.) Improve techniques of honey production and bee products. Objective to improve production by developing and disseminating improved techniques for production to and with principle actors.

Activities planned:
- Develop training tools
- Training of Trainers

Activities conducted:
- Actor constellation developed (Appendix 22 Honey Actors Constellation)
- Activity TOR developed (Appendix 26 Activity TOR 2.2.1 Training of Trainers in improved processing techniques workshop)
- Resource persons identified and contracted (Appendix 33 SNV Mission report Honey training visits, NW 10-11 September)
- Workshop organised October 2007 (Appendix 27 Training of Trainers in improved processing techniques Workshop Report)
- 3 media covered event (2 radio and 1 papers)

Summary on the results obtained to date
Actors exchange and learn new skills in improved quality honey production, value addition via valorisation of by products.

Actors exposed to new locally made equipment for honey production and processing.

Participants in training developed networking for exchange and collaboration in production and marketing of honey and bee products.

Key tentative/preliminary recommendations

- Follow-up implementation of techniques by actors in the field.
- Support smaller actors to access resource persons for implementation of some techniques for quality production and processing (identification of areas of need and assistance at the level of resource Persons).
- Further research on equipment suppliers, ordering equipment and distribution of designs.

2.2.2). Organise training for SMEs, with accent on financial management & reporting & marketing, in collaboration with FAO. Objective is to improve management capacity of SMEs in the honey sector.

Activities planned:
- Develop training modules
- Training of key organisations in sector

Activities conducted:
- Actor constellation developed to identify invitees (Appendix 22 Honey Actors Constellation)
- Activity TOR developed (Appendix 28 Activity TOR 2.2.2 Business Skills Training workshop)
- Field visits to verify training needs (Appendix 34 SNV Mission report Honey business skills visits, NW 28-30 August)
- Resource persons contacted to discuss modules (ADAF, Anembom Consulting, Mbuea)
- Workshop organised in November 2007 (Appendix 29 Business Skills Training Workshop Report)
- Close liaison with FAO regarding coordination with FAP 398 project and joint 1 day training to coincide with the workshop (Appendix 35 FAO TOR Atelier PME Version 1608).

Summary on the results obtained to date.
- Actors learnt new skills and acquired knowledge in record keeping, cash flow and accounting, marketing and general business issues.
- Actors upgraded and learnt new marketing skills
- Shared experiences with other bee farmers and government agencies and learnt experiences of export of beeswax form Adamoua to Europe.
- 2 Media coverage in NW (radio and papers)

Key tentative/preliminary recommendations.
- Follow up the implementation of the lessons learnt by actors in the field, especially with assistance of LTAs.
- Organisation of similar workshop for Actors in the SWP (many of the Actors from the SWP were either late or absent)
- Follow-up with support services on the business environment.
- Facilitate setting up quality and traceability systems and involvement of MINEPIA and possible training (links to FAO Activity 4.4.1)
2.3.2). Organise meetings between honey exporters and partners (key actors in the sector) in Cameroon. Objective is to improve market knowledge and contacts and initiate the setting up of a Honey Monitoring Residue Scheme for export to the EU in Cameroon with the government.

**Activities planned:**
- Research on actors.
- Meetings/ateliers

**Activities conducted:**
- Actor constellation developed to identify actors, supported by media adverts and broadcasts (Appendix 22 Honey Actors Constellation)
- Activity TOR developed (Appendix 30 Activity TOR 2.3.2 Honey Exporters meetings)
- Consultant contracted (Mrs Esoi)
- Preparatory meetings held with exporters and MINEPIA in August and September 2007 (Appendix 37 SNV Mission report Honey exporters identification, Yaoundé 9-11 August, Appendix 31 SNV Mission report Honey exporters meetings, Yaoundé 19-20 September)
- 1st meeting conducted on 9 October 2007 (Appendix 32 SNV Mission report Honey exporters meetings, Yaoundé 9 October)
- Vulgarisation of experiences in developing export markets presented in 2 case studies

**Summary on the results obtained to date.**
- Administrative Procedure for export clarified
- Union of honey exporters formed and introductory letter submitted to MINEPIA for involvement.
- Actors working towards sample collection and submission of application for EU export.
- Links with potential exporters to US and European markets
- Vulgarisation of experiences in developing the export market

**Key tentative/preliminary recommendations.**
- Follow-up communication among exporters.
- Capacity building of MINEPIA for sampling.
- Follow-up the honey sampling process in the field.

**5.3 Other activities**

SNV Highlands also advised on LTA tasks, distributed adverts for the LTA, advised on candidates and short listing for the LTA posts in NW and SW, provided contacts for SW host organisations and interviewed candidates shortlist.

SNV assisted in the induction (administratively, physically, technically and morally!) of the SW LTA (Irine Ako) and the NW LTA (Elvis Tangem).

SNV Highlands proposed an initial pragmatic format for Preliminary reporting to the FAO Project coordinator.

SNV assisted the FAO 398 project field to organise the visit to honey actors in Bamenda in November.
6 CONCLUSIONS

Delays in signing the LOA, the 6 week delay of the FAO as project managers in providing the acceptable, required reporting format for FAO Rome, the delays in transfer of the first instalment of funds under the LOA and funds for the TCA in the NW and SW resulting in their non-payment since they commenced work on 1 November 2007), as well as months taken to recruit the Project coordinator and Local Technical Advisers (who only commenced work November 2007, the SW LTA is still to be housed in an office, although the NW LTA is well established in the SNV Bamenda office) have resulted in a severe delay to funded project activities of six months. However activities « on the ground » have been maintained and documented by SNV, allowing meetings with actors, problem identification and also capitalisation and sharing of data collated to date.

Especially in the Prunus chain, among the agents and exporters, who are the most difficult and sceptical about “development agency projects”, the delays in project start up have severely damaged both project and partner credibility. The delay has also meant that vital continuity with the GTZ PGDRN Technical Adviser in Buea has also been lost with his departure of Cameroon. We hope that with well conducted activities and good communication, as well as an active and high profile Project Coordinator, this damage can now be minimised.

7 RECOMMENDATIONS

7.1 Project Management

We recommend that the FAO team now in place in Cameroon, Congo, Ghana and Rome provide timely reporting formats, project contact details and progress reports from all partners and process tranches of funds to enable timely execution of project activities.

7.2 Synergy between FAO projects

GCP/RAF/398/GER « Renforcement de la sécurité alimentaire en Afrique Centrale à travers la gestion et l'utilisation durable des produits forestiers non ligneux » and the current GCP/RAF/408/EC allow good possibilities for synergy e.g. using the proposed model laws and in trainings. Particularly where there are common problems e.g. Prunus africana in Congo and Cameroon with similar regulatory and business environments, then this could result in increased project impact.

7.3 Collaboration other programs

Collaboration is necessary with institutions, programs and projects concerning honey and Prunus, on both the sector, technical level e.g. SNV and on an national /international project level, in particular the following:

- GTZ-KfW-DED SW Environment Program (honey & Prunus indirectly in SW) –also for SW LTA
- GTZ PGDRN (Prunus indirectly in SW)
- Biodiversity International/BfW/IRAD (Prunus)
- Project RIGC (Community forests, equipment funding)
- CITIES/ANAFOR/MINFOF (Prunus inventories- in the light of Cameroon’s requirement to provide a national inventory of Prunus)
- ICCO-CORAID (indirectly honey – also in East)
- FGF (Forest governance in general, funded MOCAP prunus harvesting project)
7.4 Team communication
To enhance links across the NTFP chains, partners, project staff and countries, it is proposed that comprehensive mailing lists set up and contact details exchanged.

To ensure good team communication, it is recommended that TORs and reports on activities are sent to all relevant partners. This is not happening at the moment; particularly for the Transversal cross cutting project activities (as agreed at the February Kribi meeting, section 8.12 of the workshop report)

7.5 Partners: ICRAF Involvement
It’s important that clarity on the role of ICRAF in the project is obtained. There is already antagonism given the gaps with activities that ICRAF had to undertake.

7.6 Geographical coverage
The two products for the NW and SW (Honey and Prunus) span across the Adamoua and the West province. The development of the value chains requires maintaining the links with these two provinces.

8 Bibliography

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ANNEX 1 Excerpt Protocole d’Accord FAO & SNV

2. Objet

a) Les activités pour lesquelles est utilisée la contribution financière fournie aux termes du présent Accord sont les suivantes:

Prunus
- Analyser l’impact des PME dans les sites pilotes du Nord-Ouest et du Sud-Ouest au Cameroun : procéder pour *Prunus africana* dans ce pays, à l’analyse de “l’arbre à problème” 1.1.1
- Analyser la situation actuelle des affaires avec les groupes cibles 1.1.2
- Organiser un atelier devant dresser l’état des lieux de la gestion et commercialisation de *Prunus africana* ; 1.1.4.1
- Rechercher les fonds supplémentaires dans les projets disponibles sur *Prunus*; 1.1.4.3
- Vulgariser les procédures de transformation du Prunus (rédiger un Business Plan pour une mise en place d’une unité locale de transformation de ce produit) ; 2.2.1
- Organiser un atelier regroupant les différents acteurs de la filière *Prunus africana* 2.3;
- Vulgariser/disséminer les techniques de récolte durable de Prunus à travers la radio, les posters et les brochures ; 3.3.2

Miel
- Organiser 2 réunions Highlands sous-régionales et 1 réunion nationale entre les acteurs de la filière miel 1.1.4.1;
- Améliorer les techniques et équipement de production du miel et de ses produits dérivés 2.2.1;
- Organiser la formation en gestion des PME (mettre l’accent sur la comptabilité, la rédaction des rapports) 2.2.2
- Organiser des réunions entre les exportateurs de miel et les différents partenaires (acteurs clés du secteur) 2.3.2

b) Le contexte, le mandat, les apports qui doivent être fournis par l’institution bénéficiaire et éventuellement par la FAO, le budget du projet et l’identification du fonctionnaire chargé du suivi/de l’agent certificateur, sont exposés en détail dans l’annexe ci-jointe, qui fait partie intégrante du présent Accord.

4. Rapports

a) L’institution bénéficiaire soumet à Mme Sophie Grouwels, Fonctionnaire Forestier et Responsable Technique du projet, Service des politiques forestières (FOEP) à travers le coordonnateur régional,

- Quatre rapports intérimaires respectivement sur l’analyse des PME, la situation des groupes cibles, l’appui direct sur le conditionnement des produits et la structuration des groupements professionnels *Prunus africana* au plus tard le 15 Mars 2008,
- Quatre rapports sur les activités de miel au plus tard le 15 Mars 2008 et
- Un rapport sur un budget additionnel acquis pour l’appui aux PME basées sur *Prunus africana* dans les sites pilotes au plus tard le 15 Mars 2008.
ANNEXE I

CONDITIONS DE L’ACCORD

1.2 Objectif du présent Accord

Les objectifs du présent accord sont :

- *Prunus africana*
- Analyser l’impact des PME dans les sites pilotes du Nord-Ouest et du Sud-Ouest au Cameroun : procéder pour *Prunus africana* dans ce pays, à l’analyse de “l’arbre à problème”
- Analyser existing business situation with target groups
- Organiser un atelier devant dresser l’état des lieux de la gestion et commercialisation de *Prunus africana*;
- Rechercher les fonds supplémentaires dans les projets disponible sur *Prunus*;
- Vulgariser les procédures de transformation du Prunus (rédiger un Business Plan pour une mise en place d’une unité locale de transformation de ce produit) ;
- Organiser un atelier regroupant les différents acteurs de la filière *Prunus africana* ;
- Vulgariser/disséminer les techniques de récolte durable de Prunus à travers la radio, les posters et les brochures ;
- *Miel*
- Organiser 3 réunions sous-régionales et 1 réunion nationale entre les acteurs de la filière miel ;
- Améliorer les techniques de production du miel et de ces produits dérivés ;
- Organiser la formation en gestion des PME (mettre l’accent sur la comptabilité, la rédaction des rapports) en collaboration avec la FAO. Peut être une mesure transversale
- Organiser des réunions entre les exportateurs de miel et les différents partenaires (acteurs clés du secteur) au Cameroun.
## ANNEX 2 Chronological list of Major Activities & Missions

<table>
<thead>
<tr>
<th>Activity Number</th>
<th>Mission</th>
<th>Date 2007</th>
<th>Location</th>
<th>No of days</th>
<th>Actors</th>
<th>Partners</th>
<th>Appendix No</th>
<th>Report</th>
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<tr>
<td>H 1.1.1</td>
<td>Field visits to verify Honey Chain South West</td>
<td>14-16 February</td>
<td>Buea, Limbe</td>
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<td>Field visits to verify technical collaboration identify actors and partners on local &amp; national level.</td>
<td>7-10 March</td>
<td>Bamenda, Fundong, Oku Buea, Douala</td>
<td>3 2</td>
<td>GTZ, ANAFOR, Bobeefag MOCAP, CEXPRO, Agrodenre, AFRIMED, ASSOKOFOMI, ANCO, WHINCONET, ANCO, BERUDEP, Oku Honey Cooperative, ASSOFOMI</td>
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<td>Partners</td>
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<td>6-9 November</td>
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Annex 3 Progress reports

*Due to the large number of individual reports, the progress reports are presented as separate digital files.*

Appendix 1 Prunus Actors Constellation

Appendix 2 Prunus contacts

Appendix 3 Prunus africana (Pygeum) in North West, South West & West Provinces, Cameroon Summary of Data 1976-2007

Appendix 4 Meeting report 26 April

Appendix 5 Prunus Platform meeting report 12 October


Appendix 7 Activity TOR 1.1.1 & 1.1.2 Prunus problem analysis

Appendix 8 Prunus problem analysis Workshop November 22-23 Report

Appendix 9 Activity TOR 1.1.4.3 Research for funding

Appendix 10 Activity TOR 2.2.1 Vulgarisation of procedures for Prunus transformation

Appendix 11 Activity TOR 2.3 Coordination of actors in Prunus chain

Appendix 12 Activity TOR 3.2.2 Vulgarisation & dissemination of sustainable harvesting techniques

Appendix 13 FAO-SNV Mission report 7-10 March and 20 -22 March to NW and SW

Appendix 14 Workshop report  MOCAP Training 30-31 March

Appendix 15 Presentation & report Rapid Inventory Prunus in Kilum forest 30-31 March

Appendix 16 SNV Mission report field visits to Prunus partners Yaoundé 17 April

Appendix 17 SNV Mission report field visits to Prunus & honey partners Fundong 16 May

Appendix 18 SNV Mission report field visits to Prunus & honey partners SW 22-25 May

Appendix 19 Workshop report stakeholders on conflict resolution in Prunus africana management, Oku 27-29 June

Appendix 20 SNV Mission report field visits to Prunus stakeholders Fundong 12 July

Appendix 21 SNV Mission report field visits to Prunus stakeholders Kumbo & Oku 17-18 July

Appendix 22 Honey Actors Constellation

Appendix 22 Activity TOR 1.1.4.1 Honey actors meetings
Appendix 23 SNV Mission report Honey actors meetings, Bamenda 26 March

Appendix 24 SNV Mission report Honey actors meetings, Dschang & Bafoussam 26 September

Appendix 25 Workshop report Honey Federation Bamenda 16 October

Appendix 26 Activity TOR 2.2.1 Training of Trainers in improved processing techniques workshop

Appendix 27 Training of Trainers in improved processing techniques Workshop Report

Appendix 28 Activity TOR 2.2.2 Business Skills Training workshop

Appendix 29 Business Skills Training Workshop Report

Appendix 30 Activity TOR 2.3.2 Honey Exporters meetings

Appendix 31 SNV Mission report Honey exporters meetings, Yaoundé 19-20 September

Appendix 32 SNV Mission report Honey exporters meetings, Yaoundé 9 October

Appendix 33 SNV Mission report Honey training visits, NW 10-11 September

Appendix 34 SNV Mission report Honey business skills visits, NW 28-30 August

Appendix 35 FAO TOR Atelier PME Version 1608

Appendix 36 SNV Mission report Honey exporter follow up, Yaoundé 30 November

Appendix 37 SNV Mission report Honey exporters identification, Yaoundé 9-11 August

Appendix 38 Presentation Prunus at CIFOR Forest & Health workshop

Appendix 39 34 SNV Mission report Honey actors, SW 14-16 February

Appendix 40 SNV Case Studies on Honey Market “More income from valorising honey by-products..” and “More money from honey by-products……”, November 2007