

## AIDE MEMOIRE

### SECOND GUYANA - EUROPEAN UNION NEGOTIATION SESSION ON A FOREST, LAW ENFORCEMENT, GOVERNANCE AND TRADE [FLEGT], VOLUNTARY PARTNERSHIP AGREEMENT [VPA]

18 July, 2013, Brussels, Belgium

#### Introduction

1. The second Guyana - European Union negotiation session on the FLEGT VPA was held on 18 July 2013 in Brussels, Belgium.
2. The session was chaired by Ms Cristiana Pasca-Palmer, Head of Unit (Climate change, Environment, Natural resources, Water), Directorate General Development and Cooperation - EuropeAid, European Commission (EC), on behalf of the European Union, as suggested by Mr Tasreef Khan, Deputy Commissioner from the Guyana Forestry Commission, on behalf of the Government of Guyana. A list of the participants is presented in Annex 1.

#### Agenda Item 1: Opening Statements

##### *Opening statement by the European Commission:*

3. Cristiana Pasca-Palmer, on behalf of the European Union, welcomed the Delegation from Guyana to Brussels and commended the National Technical Working Group (NTWG) for its continued commitment and delivery against the programme of work agreed to at the first Guyana - European Union negotiation session held on 5 December 2012 in Georgetown, Guyana.
4. Despite its limited trade with the EU, Guyana's important role in piloting the VPA process in Latin America was acknowledged as well as the importance of using the VPA process to support Guyana in building a universal system that can satisfy various market destinations and their respective requirements.
5. The value and open willingness of Guyana to publicly share its ideas and progress made in respect of this VPA at the recent "*Chatham House Illegal Logging Update*" was commended. This meeting represented many different stakeholder interests and Guyana's commitments to extensive and continued open and transparent stakeholder processes. Moreover, appreciation was expressed for the constructive manner in which the negotiations have proceeded so far and encouraged the continued open exchanges between the parties during this session.



### **Opening Statement by Guyana**

6. In his opening remarks, Mr Tasreef Khan, on behalf of the Government of Guyana and the NTWG, expressed gratitude for the continued participation and commitment of parties in the EU FLEGT VPA negotiation process. It was noted that the EU FLEGT VPA process commenced in 2009 and formal discussions began in December of 2012 following an assessment of the EU FLEGT programme and its possible contribution to Guyana's Forest industry.
7. Guyana's progress towards a sustainable trade regime under the EU FLEGT Action Plan was acknowledged. Guyana expressed its continued commitment to the completion of this VPA process to ensure the transparent and efficient management of its forests.
8. Guyana acknowledged that there is a need to widen its consultation processes with stakeholders. Dialogue through technical and civil society meetings has reiterated the value and importance of stakeholder consultation for the development of a robust legality assurance system as contemplated under the VPA.
9. Apologies were extended for the absence of Mr James Singh, Commissioner of Forests.

### **Agenda Item 2: Agreement on draft agenda and session modalities (*negotiation minutes, public report*)**

10. It was agreed that the *Aide Memoire* to the second Guyana - European Union FLEGT VPA negotiation session and the updated roadmap will be made public after the conclusion of the negotiation session.
11. The parties further agreed to issue a press release after the conclusion of the second negotiation session.
12. In terms of working modalities, the parties agreed to use track change versions in any future version of working documents and annexes.

### **Agenda Item 3: Progress**

13. The parties discussed and examined VPA progress made, based on the roadmap, since the first negotiation sessions. Key aspects discussed included:



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### **Item 3.1 – Guidelines for EU-Guyana Voluntary Partnership VPA process**

14. Guyana has described its approach and mechanisms guiding the VPA negotiation process: these guidelines *inter alia* set out Guyana's vision and objectives for the agreement as well as describe the structures (i.e. *Timber Legality and Trade Unit, National Technical Working Group, and various Sub-Committees*) established for supporting both the VPA development and preparations related to its negotiating positions.
15. In terms of its vision, Guyana wishes to strengthen its existing frameworks for forest legality and sustainable forest management in a manner consistent with national priorities, and which enhances Guyana's forest products' market opportunities.
16. The guidelines further serve as the basis for considering and developing the LAS.
17. These guidelines will be finalised within three weeks.

### **Item 3.2 – Scope of Agreement (Geographical, Products)**

18. The parties discussed the scope of the agreement. Guyana again stressed the importance that the VPA must build on, and strengthen, existing systems.
19. Guyana's initial proposal is that the system will apply only to exports to the EU, however during discussions it was agreed that further stakeholder consultations should reflect on the scope of the agreement. Guyana explained that its legality system will be reviewed with a view to ensuring that its national system meets EU expectations under the FLEGT licences. The parties agreed that they intend to avoid parallel systems: this issue will be discussed in Guyana with stakeholders.
20. Guyana's initial proposal is that the VPA will cover products codes 4403; 4406; 4407; 4408; 4409; and 4412. The EU raised and discussed the possible impacts of products not covered by the VPA entering the EU market: not being included within the scope of the agreement such products will have to comply with the European Union Timber Regulation (EUTR). Moreover, not only will two regimes with different requirements on timber products exist, but the exclusion may also raise concerns with stakeholders as to why such products are not licensed despite a FLEGT licensing regime being in place in Guyana. Guyana will reflect on this issue in its consultations with stakeholders. Guyana also undertook to supply the EU with the list of products currently exported to the EU.
21. The parties agreed that the VPA will have to describe how timber imports into Guyana will be dealt with for purposes of possible segregation, or recognition and inclusion within the legality



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assurance system in Guyana. As a result of the current provisions of the FLEGT Regulation<sup>1</sup> that considers all timber and timber products listed in Annex 1 leaving Guyana's physical territory as goods requiring FLEGT Licenses, a need exists that Guyana provides a description of how transit timber will be handled. Guyana will reflect on this issue in its consultations with stakeholders and in the development of the LAS description.

22. In the development of the legality assurance system that meets the VPA requirements, it is anticipated that the system will not only apply to EU market but eventually to all other markets at a later stage subject to stakeholder consultations.

### **Item 3.3 – Legality Definition (LD)**

23. The parties acknowledged that the LD developed under the VPA is based on Guyana's national laws and regulations and not EU requirements.

24. A first draft of Guyana's LD was developed by the NTWG taking into consideration Guyana's existing system and also initial inputs from stakeholders, including the EU. The current draft will be further developed based on more consultations with stakeholders and efforts have been undertaken to secure funding to expand consultations.

25. The current draft of the LD includes requirements from selected sections of Guyana's regulatory framework for the forest sector. The EU raised concerns relating to the degree of inclusion of certain elements dealing with aspects such as the allocation of forest resources, environmental obligations, tenure rights, social and welfare issues including labour and safety aspects. Guyana agreed to further reflect on those missing elements during its stakeholder consultation. The EU acknowledged its role as a partner in the development of this draft and committed to send additional comments pertaining to the existing draft of the LD.

26. Guyana reiterated that the development of the LD should also recognize *inter alia* the operational structure and legal requirements pertaining to the various types of forestry operators and take into consideration the multiple land users prevalent in the country.

### **Item 3.4 – Wood Tracking System (WTS)**

27. Guyana presented the first draft of its description for the WTS. The EU noted that this draft represents a firm basis from which to build and finalise the description for inclusion in the VPA annexes: it also provided initial comments and agreed to follow-up with some additional comments. The EU's initial comments highlighted that, for purposes of clarity and also providing

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<sup>1</sup> Council Regulation (EC) No 2173/2005 of 20 December 2005 on the establishment of a FLEGT licensing scheme for imports of timber into the European Community



assurances of the integrity of the supply chain controls, supplementary information should be included. Such information pertains to a description of existing control points and/or intermediary controls not currently reflected as well as the inclusion of additional information on aspects of data collection and management, describing the reconciliation processes at the various stages of the supply chain, a description of existing databases, as well as how anomalies in the context of the supply chain are dealt with. Aspects of imported timber and transit timber were also highlighted in context of the supply chain.

28. Guyana noted comments made and welcomed any further inputs on the initial draft: it further agreed to make the document available in "Word format" for any further inputs. Guyana requested further guidance on the best formats for capturing information contained within the existing flow diagrams in the current description.
29. Guyana reiterated that it intends to use a universal WTS which will allow it to not only meet EU requirements in this respect, but various markets' requirements.

#### ***Item 3.5 – Import procedures into the EU***

30. The EU presented the procedures for releasing FLEGT licensed timber on the EU market, once the FLEGT licensing system is operational. Belgian authorities had a presentation of their system on Monday 15 July. The UK procedures were also described during the technical session as an example.
31. The EU introduced a draft annex on these procedures, and invited Guyana to comment during one of the upcoming technical meetings.

#### ***Item 3.6 – FLEGT license specification***

32. The EU distributed the FLEGT regulation (2005) and the FLEGT implementing regulation (2008), which specifies the format of the FLEGT license.
33. The EU introduced a draft annex on these specifications, and invited Guyana to comment during one of the upcoming technical meetings.
34. The EU informed Guyana that box 2 of the FLEGT license can contain all the relevant country-specific information needed for Guyana (for example, tax identification number, Guyana export certificate reference).
35. Guyana expressed concerns about how to fill in box 11 for plywood as it is a composite product where it is difficult to define the species. The EU will respond to Guyana with specific answers.



**Agenda Item 4: Consultation and Work Structure for preparing the VPA**

- 36. Guyana described the work structures for preparing the VPA. Those were included in the guidelines referred in item 3.1. A description of Guyana’s consultation and work structures for preparing the VPA is given in an organogram, in annex 3 of this Aide-mémoire.
- 37. Guyana clarified its intent with the current communication strategy: it proposed to reconsider the document and its objectives with a view to ensure that it better reflects the wider notion associated with stakeholder processes and engagement. Notwithstanding this, Guyana will continue existing consultations until the conclusion of the VPA process.
- 38. Among the various communications mechanisms, Guyana intends to develop a space on the website of the Guyana Forestry Commission ([www.forestry.gov.gy](http://www.forestry.gov.gy)) for sharing information and receiving feedback as part of its stakeholder consultation process.

**Agenda Item 5: Introduction of New Issues**

**Item 5.1 – LAS main elements**

- 39. The EU made a presentation on the elements of the LAS and their interrelations, to guide Guyana’s development of its LAS.
- 40. The presentation was followed by good discussions clarifying various aspects and/or expectations in respect of these elements. Not limiting it to the following, such discussions included aspects such as:
  - 40.1. Elements inherent in developing the legality definition.
  - 40.2. Elements inherent in developing the wood tracking system definition.
  - 40.3. Verification of the legality definition and also the wood tracking system.
  - 40.4. Licensing, documentation associated or accompanying the licensing process as well as the linkage between verification, licensing and the Independent Audit.
  - 40.5. The scope and nature of the Independent Audit (IA): various aspects were discussed including aspects relating to type and level of assessment that will be done through the independent audit. The independent audit will assess the LAS system (system audit).
- 41. Subsequent to the second negotiation session Guyana will, together with its stakeholders, continue to develop the elements of the LAS.



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**Item 5.2 – Criteria for assessment of the LAS**

42. The annex on the criteria to assess the LAS was introduced by the EU and Guyana was invited to comment. It will be used by both parties when the licensing system is ready to become operational.

**Item 5.3 – Transparency and Public Information**

43. The parties agreed that Transparency and Public Information is central to the VPA process as it can facilitate the implementation, monitoring and understanding of the LAS. It further strengthens stakeholder support and stakeholder abilities to meet LAS requirements and promote overall forest sector transparency that improves both stakeholder and consumer confidence in the country's products and systems governing the sector.

44. This VPA Annex on transparency and public information provides an opportunity to clearly make visible what information is in the public domain on the VPA and forest sector. It *inter alia* lists information to be placed in the public domain and highlights the manner that information will be shared and who is responsible for disclosing such information to the public. It further describes what is to be reported as part of the VPA by the Parties.

45. Contents of this annex can be broader than VPA related information, listing any additional information that Guyana may already, or intends to, make public. As such the VPA can become a vehicle to promote the Guyana's commitment to transparency and make clear what information is available and how to access such information.

46. Guyana agreed to reflect on the above principles in the development of this Annex: the development of this Annex will take place in consultation with Guyana stakeholders. The consultation process will be guided by the communication and consultation strategy which is in preparation.

**Item 5.3 Presentation of the VPA text, in relation to annexes**

47. The text of the VPA was introduced by the EU. As part of this description, the general functions and mandate of a body managing the VPA (generally referred as Joint Implementation Committee (JIC) in other agreements) were introduced. It was agreed that an example of an existing JIC's ToR, the Ghana-EU VPA annual report as well as the Aarhus Convention will be sent by the EU to Guyana.

**Agenda Item 6: Next Steps – Follow up on Joint VPA Roadmap and proposed changes**

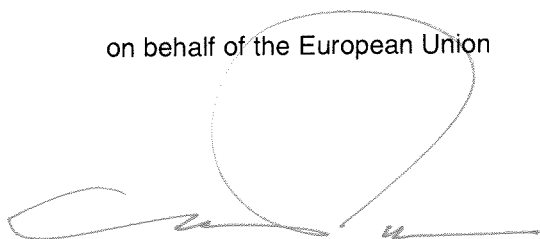
48. The joint VPA roadmap was reviewed to bench mark what has been achieved so far and update milestones. It is available in Annex 2.



## Agenda Item 7: Closing Statements

49. Both delegations thanked each other for the good progress and constructive spirit of discussions. The Guyana delegation thanked in particular the FAO FLEGT programme for their support. The meeting was thereafter closed.

on behalf of the European Union



Cristiana Pasca-Palmer,  
Head of Unit Climate change, Environment,  
Natural resources, Water,  
Directorate General Development and  
Cooperation - EuropeAid,  
European Commission

on behalf of the Government of Guyana



Tasreef Khan  
Deputy Commissioner,  
Guyana Forestry Commission



## ANNEX 1:

### LIST OF PARTICIPANTS

#### A) Guyana team

1. Tasreef Khan – Deputy Commissioner, Guyana Forestry Commission
2. Kenny David – Guyana Forestry Commission
3. Gavin Agard – Ministry of Natural Resources and Environment
4. Moses Ho – Representative of Guyana's Forest Products Exporters to the EU
5. Derrick John – Chairperson, National Toshaos' Council
6. Eusi Anderson – Ministry of Legal Affairs
7. Rushelle Liverpool – Ministry of Legal Affairs
8. Khalawan – Forest Products Association
9. Laura Singh – Forest Products Development and Marketing Council Inc.
10. Mohindra Chand – Guyana Manufacturers and Services Association
11. Beverley Mc Donald – Ministry of Foreign Affairs
12. Yvonne Pearson – Ministry of Amerindian Affairs
13. Simone Beckles – Guyana Revenue Authority
14. Autry Haynes - Indigenous Peoples' Commission

#### B) European Union team

1. Cristiana Pasca-Palmer, European Commission (Brussels)
2. Mathieu Bousquet, European Commission (Brussels)
3. Michela Tagliaferri, European Commission (Brussels)
4. Bernard Crabbé, European Commission (Brussels)
5. Thibaut Portevin, European Commission (Brussels)
6. Hugh Speechly, UK Department for International Development (DFID)
7. Julia Falconer, European Forest Institute (EFI)
8. Didier Devers, European Forest Institute (EFI)
9. Marketta Juppi, European Forest Institute (EFI)
10. Morne van der Linde, European Forest Institute (EFI)



ANNEX 2:

**Updated Joint Roadmap for Guyana – EU FLEGT VPA Negotiations**

Activities	Tentative Sub Activities	Tentative Completion Date	Tentative Key Milestones (KM)	Status/Comment
<b>Negotiation Meeting 1</b>	<p>Hold Negotiation Meeting and Joint Press Conference:</p> <ul style="list-style-type: none"> <li>- Initial Presentation on VPA Structure and Objectives</li> <li>- Introduction to Guyana's Legality Framework and Existing Timber Legality Verification System</li> <li>- Joint roadmap on negotiations</li> </ul>	December 2012	Joint Aide Memoire of Meeting	Completed
	Conduct Pre Negotiation Meeting	December 2012	Meeting Summary	Completed
	Conduct Initial Field Visit	December 2012	Field Visit Agenda	Completed
	Develop and Finalise Roadmap on Negotiations Elements.	January 2013	Final Joint Roadmap for Guyana – EU FLEGT VPA negotiations	Completed
<b>Preparatory Activities to inform Negotiation Meeting 2</b>	<p>Joint Technical Meeting 1:</p> <ol style="list-style-type: none"> <li>1. VPA Structure and Objectives. Draft section of VPA on VPA Objective.</li> <li>2. Initial Discussion on Regulatory Framework.</li> <li>3. Initial Discussion on Scope of Agreement (includes product coverage)</li> </ol>	February 2013 (week 1)	<p>VPA Objectives for Guyana documented. Initial Regulatory framework developed. Summary of initial discussions on Scope of VPA.</p>	<ol style="list-style-type: none"> <li>1. The guidelines for the VPA negotiation developed and being discussed at the second negotiation. This document will inform the VPA objectives for Guyana</li> <li>2. Completed. <b>New KM:</b> Revised draft of Regulatory Framework</li> </ol>

				(September, 2013)	<p>3. Completed. <b>New KM:</b> Revised scope of Agreement Completed (September, 2013)</p>
	<p>Joint Technical Meeting 2:</p> <ol style="list-style-type: none"> <li>1. Further Discussion on Regulatory Framework</li> <li>2. Initial Discussion on Definition of Legality</li> <li>3. Discussion on Scope of Agreement (includes product coverage)</li> <li>4. Initial drafting of VPA Annex 1: Product Coverage</li> </ol>	March 2013 (week 3)	<p>Summary of initial and further discussions on Definition of Legality and Regulatory Framework. Scope of Agreement discussed including outline of product coverage. VPA Annex 1 developed.</p>	<ol style="list-style-type: none"> <li>1. Discussions in progress. Revised draft to be updated after national stakeholder consultations (January, 2014)</li> <li>2. Completed. Discussion on-going National Consultations to follow (Jan, 2014)</li> <li>3. Needs further discussion after national consultations (January, 2014)</li> <li>4. Completed. Revised draft subject to stakeholder consultation (September, 2013)</li> </ol>	
	<p>Joint Technical Meeting 3:</p> <ol style="list-style-type: none"> <li>1. Draft legality Definition and Regulatory framework (Annex 2).</li> <li>2. Compile first draft on some aspects of Annex 5: LAS.</li> <li>3. Wood Tracking Systems Developed based on existing systems.</li> <li>4. Discuss verification system. Commence development of FLEGT Licensing procedures and structures.</li> </ol>	May 2013 (week 3)	<p>Legality Definition and Regulatory framework developed in draft, to be further informed by results of field testing. Annex 2 developed. First Draft of Annex 5 documented – some aspects. WTS developed. Summary of Discussions on Verification System, FLEGT licensing procedures and structures. Draft Annex 3 developed.</p>	<ol style="list-style-type: none"> <li>1. Completed. <b>New KM:</b> Final draft of Legality Definition and Regulatory Framework to be completed (December, 2014)</li> <li>2. One aspect of Annex 5 drafted: Wood Tracking System document (WTS). <b>New KM:</b> Annex 5: LAS will be completed by (December, 2014)</li> <li>3. First draft of Wood Tracking System document developed. <b>New KM:</b> Final draft of WTS (December, 2014)</li> <li>4. Will be discussed at second negotiation.</li> </ol>	

	5. Discuss and Draft Annex 3: EU Procedures Port Entry.			<p><b>New KM:</b> Prioritise outcome from second negotiation. Development for a proposed verification system (March, 2014)</p> <p>5. Draft of Annex 3 developed and to be further discussed at second negotiation. <b>New KM:</b> Final draft to be developed (September, 2013)</p>
<p><b>Negotiation Meeting 2</b></p>	<ol style="list-style-type: none"> <li>1. Hold Negotiation Meeting and Joint Press Conference</li> <li>2. Presentation on draft VPA Objective for Guyana</li> <li>3. Presentation on draft Scope of Agreement (including an outline of product coverage)</li> <li>4. Presentation on draft legality definition and Regulatory framework (subject to revision following field test). Annex 2.</li> <li>5. Presentation on main Elements of LAS.</li> <li>6. Annex 9 developed.</li> <li>7. Discuss and agree on Wood Tracking System.</li> <li>8. Discuss and finalise Annex 3: EU Procedures Port Entry</li> </ol>	July 2013 (week 2)	<p>Joint Aide Memoire of Meeting VPA Objectives developed.</p> <p>Agreement on Scope of VPA (Annex 1).</p> <p>Annex 2 – Legality Definition and Regulatory Framework agreed to (subject to findings of field test)</p> <p>Main elements of Annex 5 (LAS) and Annex 9 – (Assessment Criteria for LAS) finalised and agreed.</p> <p>WTS agreed to.</p> <p>Annex 3 agreed.</p>	<ol style="list-style-type: none"> <li>1. Negotiation unfolding</li> <li>2. Pending negotiation and subject to feedback from stakeholder consultations</li> <li>3. Pending negotiation and subject to feedback from stakeholder consultations</li> <li>4. Pending negotiation and subject to feedback from stakeholder consultations</li> <li>5. To be developed</li> <li>6. To be developed</li> <li>7. Discussion has commenced; agreement to be finalised</li> <li>8. Discussion has commenced; agreement to be finalised.</li> </ol>

<p><b>Preparatory Activities to Inform Negotiation Meeting 3</b></p>	<p>Joint Technical Meeting 4.</p> <ol style="list-style-type: none"> <li>1. Revised draft VPA Structure and Objectives.</li> <li>2. Revised draft of Regulatory Framework</li> <li>3. Revised draft of Legality Definition</li> <li>4. Revised draft of Annex 3</li> </ol>	<p>Sept 2013 (Week 3)</p>	<p>Legality Definition and Regulatory framework developed. Annex 2 developed. Consultations ongoing Revised draft of Annex 3 approved.</p>	
<p><b>Preparatory Activities to Inform Negotiation Meeting 3</b></p>	<p>Joint Technical Meeting 5.</p> <ol style="list-style-type: none"> <li>1. Presentation of the 'Communication/Consultation Strategy project' as a result of consultations</li> <li>2. First draft of all aspects of Annex 5</li> <li>3. Discuss verification system. Commence development of FLEGT Licensing procedures and structures.</li> <li>4. Presentation of revised VPA Annex 1: Scope of Agreement and Product Coverage</li> </ol>	<p>December, 2013 (week 1)</p>	<ol style="list-style-type: none"> <li>2. First Draft of Annex 5 completed.</li> <li>3. Summary of Discussions on Verification System, FLEGT licensing procedures and structures.</li> <li>4. Agreement on Scope of VPA (Annex 1).</li> </ol>	
<p><b>Preparatory Activities to Inform</b></p>	<p>Joint Technical Meeting 6</p> <ol style="list-style-type: none"> <li>1. Advance discussion on verification system.</li> <li>2. Advance discussion on FLEGT</li> </ol>	<p>February, 2014</p>	<p>Verification Protocol and MoPs developed/revised Summary of discussions on FLEGT Licensing Procedures.</p>	

<p><b>Negotiation Meeting 3</b></p>	<p>Licensing procedures and structures</p> <ol style="list-style-type: none"> <li>3. Review and Develop LAS. Draft Annex 9 Assessment Criteria for LAS</li> <li>4. Identify and assess the main social, economic and environmental impacts of VPA. Identify impacts on indigenous peoples, forest operators, millers, regulatory agencies, forest sector employees and other relevant stakeholders.</li> <li>5. Draft Annex 8 on additional Measures" identification of capacity gap.</li> <li>6. Advance discussions main aspects of Agreement text including: Licence Verification process in the EU, Additional measures to reinforce legality verification, stakeholder participation, market visibility and promotion, and communication.</li> </ol>		<p>Main Elements of LAS finalised. Annex 9 developed. Supporting Measures for VPA identified –Annex 8 developed. Review draft text of identified elements of VPA.</p>	
<p><b>Preparatory Activities to Inform Negotiation Meeting 4</b></p>	<p>Joint technical meetings and agenda to be determined</p>			
<p><b>Negotiation Meeting 3</b></p>	<ol style="list-style-type: none"> <li>1. Hold Negotiation Meeting.</li> <li>2. Presentation on Verification Protocol and Manual of</li> </ol>	<p>March, 2014</p>	<p>Joint Aide Memoire of Meeting Verification Protocol and MoPs developed and agreed. Annex 8 finalised and agreed.</p>	

	<p>Procedures developed/ revised</p> <ol style="list-style-type: none"> <li>3. Presentation on supporting Measures for VPA identified</li> <li>4. Annex 8 on additional measures: identification of capacity gaps, developed.</li> <li>5. Presentation on main aspects of Agreement text including: Licence Verification process in the EU, Additional measures to reinforce legality verification, stakeholder participation, market visibility and promotion, and communication.</li> <li>6. Further discussions on FLEGT Licensing procedures and structures</li> <li>7. Review and Develop LAS. Draft Annex 9 on Assessment Criteria for LAS.</li> <li>8. Identify and assess the main social, economic and environmental impacts of VPA. Identify Impacts on indigenous peoples, forest operators, millers, regulatory agencies, forest sector employees and other relevant stakeholders.</li> </ol>	<p>Summary of discussions and agreements on identified elements and draft text for sections identified. Summary of discussions on FLEGT Licensing Procedures. Main Elements of LAS finalised. Annex 9 developed. Supporting Measures for VPA identified – Annex 8 Annex 8 developed</p>	
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<p><b>Preparatory Activities to Inform Negotiation Meeting 4</b></p>	<ol style="list-style-type: none"> <li>1. Joint technical meetings and agenda to be determined</li> <li>2. External legality definition review (if legality definition is mature enough)</li> </ol>		
<p><b>Negotiation Meeting 4</b></p>	<ol style="list-style-type: none"> <li>1. Hold Negotiation Meeting</li> <li>2. Develop LAS in full (to be informed by changes in legality definition).</li> <li>3. Discuss Results of Pilot of LAS</li> <li>4. Review Status of body formulated for implementation of VPA: Annex 1</li> <li>5. Review of VPA text</li> </ol>	<p>July 2014</p>	<p>Joint Aide Memoire of Meeting. All Elements of LAS developed, Annex 5 on LAS completed. Results of Pilot of LAS Annex 11 on developed. Review of VPA text conducted.</p>
<p><b>Preparatory Activities to Inform Negotiation Meeting 5</b></p>	<p>Joint technical meetings and agenda to be determined External paper review of the VPA and its annexes.</p>		
<p><b>Negotiation Meeting 5</b></p>	<p>Hold Negotiation Meeting Finalise FLEGT licensing procedures and structures. Finalise Principles of Independent Monitoring/Audit Discuss Results of field test of Legality Definition</p>	<p>Dec 2014/Jan 2015</p>	<p>Joint Aide Memoire of Meeting. Annex 4 completed – FLEGT Licensing procedure. Annex 6 – Principles of Independent Monitoring developed. Finalise Legality Definition if require changes.</p>



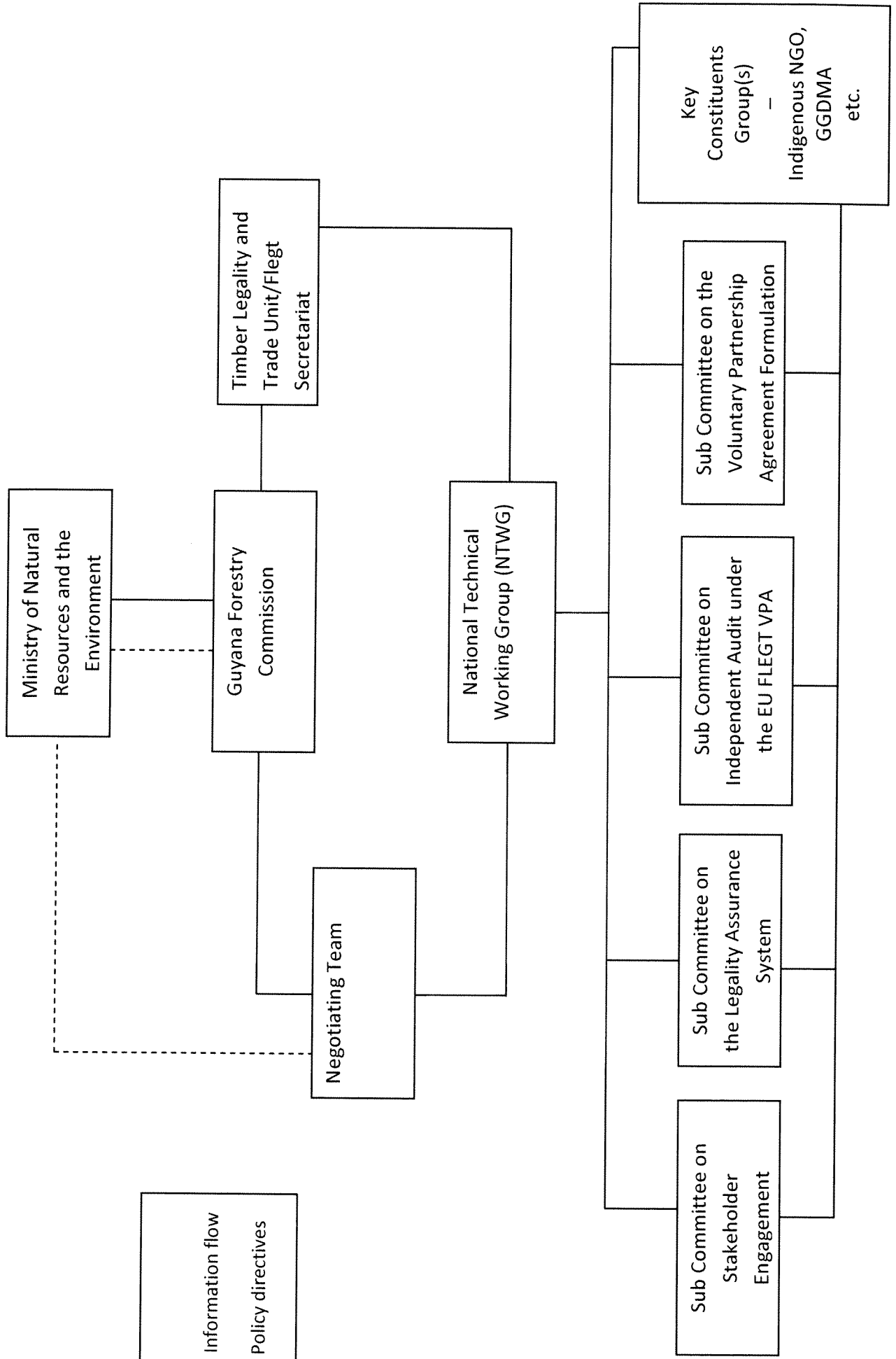
	Implementation strategy and schedule discussed and finalised. Information disclosure and reporting aspects discussed and finalised. Review VPA Text		Annex 7 agreed: Implementation Schedule. Annex 10 finalised: information disclosure, etc. Review conducted.	
<b>Close off, Wrap up Meeting</b>	Hold negotiation Meeting Finalise VPA Text Initialling of VPA, beginning of ratification process	Jan/Feb 2015	Joint Aide Memoire of Meeting Final VPA text agreed for all aspects of VPA. Initialed VPA Signed VPA	
<b>Ratification process, including signature of VPA</b>	Discuss implementation and ratification processes	Feb/Sept 2015	GoG/EU Statement issued	
<b>Ratification of VPA</b>	Ratification by GoG and EU	Sept 2015	Ratified VPA	
<b>Discussion on Next Steps Prior to Issuance of First FLEGT Licence</b>	National Roll out of LAS	Dec 2015	All timber firms operation under a national LAS	

KM: Key Milestone

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Annex 3: Organogram of Groups Under the EU FLEGT Initiative



Legend:  
 — Information flow  
 - - - - Policy directives

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## Annex 3: Organogram of Groups Under the EU FLEGT Initiative

The Organogram shows the relationship of the various Groups under the EU FLEGT Initiative.

The Ministry of Natural Resources and the Environment will

1. Communicate Policy Directives to both the GFC and the Negotiating Team
2. Communicate to the GFC the general areas the organization should be focusing on in this Initiative as well as receive feedbacks on progress made

The Guyana Forestry Commission through its Timber Legality and Trade Unit will

1. Perform the administrative role of the National Technical Working Group as well as
2. The general link between the Ministry and the Negotiating Team

The National Technical Working Group who has as a subset the Negotiating Team will

1. Oversee the work of all the Sub Committees and key Constituents groups as well as the direction in which it is to go and
2. Provide updates after receiving feedbacks from the various Sub Committees and key Constituents groups

The lines (solid) connecting each group is an indication that there is a two way relationship across these groups in terms of information sharing and feedback so as to allow for greater efficiency and effectiveness.

