



Terms of Reference:

Rapid Assessment and Prioritisation of Protected Area Management in Papua New Guinea

1. Summary

WWF and the Papua New Guinea Department of Environment and Conservation (DEC) will jointly organise a comprehensive and internationally recognised assessment of the management effectiveness of the PNG protected area¹ (PA) system.

WWF's Rapid Assessment and Prioritisation of Protected Area Management (RAPPAM) methodology (Ervin 2003) will provide the basis for this assessment. The RAPPAM offers a quick and efficient way to assess strengths and weaknesses of individual protected areas and the overall protected area system as well as recommending steps for improving protected area management effectiveness. It derives from a framework for evaluating protected area developed by the World Commission on Protected Areas and IUCN (Hockings et al. 2000, Hockings et al. 2003, Leverington & Hockings 2003).

The RAPPAM will cover all aspects of the WCPA framework with some modifications to recognise PNG's unique culture and land tenure system. It will review existing and proposed protected areas and will examine how best to marshal the resources of community, government and non-government stakeholders in protecting PNG's globally important biodiversity.

2. Background

2.1 The PNG protected area network

The island of New Guinea houses the largest remaining block of tropical forest in the Asia Pacific region and the third largest in the world after the Amazon and Congo Basins. Split between Papua New Guinea and the Indonesian province of Papua, these extensive tracts of rainforest are biologically among the richest on earth. They contain an estimated 25,000 species of higher plants and the most extensive and diverse mangroves in the world. They are home to almost all of the world's species of the fabulous birds of paradise and tree kangaroos and include exemplary remnants of the most ancient pines, flowering plants and animals of the super-continent of Gondwanaland.

Papua New Guinea has 45 existing protected areas covering less than 3 per cent of the country's land mass. The majority of these are small and 89% have no or minimal

¹ The term "protected area" is used here to recognise a delineated area of land or water held in customary or state ownership with a purpose of maintaining the environmental and cultural values of that area. "Protected area" is interchangeable with "conservation area". The former was preferred by PNG practitioners in order to avoid confusion with the specific form of protected area in PNG known as "Conservation Areas" declared under the Conservation Areas Act 1978 (Jano et al 2003).

management structure (IUCN/WWF 1999). Not a single protected area has a management plan and only a few have objectives against which to judge management effectiveness. There is an urgent need to improve the management of existing conservation areas and to establish new areas in the face of rapidly expanding timber and oil palm development. With the vast majority of land in PNG held in customary ownership, this must be undertaken in association with landholding clans.

2.2 Efforts to strengthen protected area management

The DEC Strategic Plan sets out four objectives with regards to protected areas: 1) the rehabilitation of existing areas; 2) the development of an expanded system of conservation areas; 3) the strengthening of planning, management and evaluation capabilities of groups involved in conservation and management; and 4) communication / advocacy which fosters support for the conservation area system.

To address these objectives, WWF and DEC conducted a review of the protected area system of PNG in the early 1990's. This resulted in a review report (WWF and DEC 1992), a register of PNG protected areas (WWF and DEC 1992) and an unimplemented design for a protected area strengthening program (WWF and DEC 1993).

Since that time, no further assessment of the quality of protected area management in PNG has been undertaken and little work has been done to strengthen protected area management. Resources constraints have prevented DEC officers from visiting most existing protected areas and limited information has been maintained on their current status. Almost all new protected area declarations have been supported by non-government organisations. With a number of new protected areas being established, it is imperative that support for individual protected areas and the system as a whole is strengthened.

To this end, DEC, WWF and the Australian government environment agency, Environment Australia agreed as part of a joint workplan in July 2002 to undertake a number of activities to reinvigorate protected areas and conservation planning. Activities now underway include the production of:

- electronic databases and GIS maps of existing and proposed protected areas, important wetlands
- review of past and predicted forest loss in PNG
- a generic set of process and facilitation materials for assisting communities to establish new protected areas
- information posters on the existing protected areas
- establishment of new protected areas in a number of areas of PNG (including TransFly, Managalas Plateau, Sepik, Bosavi, Huon Coast and Wide Bay)

The partnership has broadened during a meeting in August 2003 at Kamiali Wildlife Management Area to include a further six national and international NGOs². The "Kamiali Group" developed a long term vision and action plan for protected area strengthening (the "Kamiali Declaration") which aimed *inter alia* to ensure the protection of at least 20 per cent of every ecosystem in PNG. Both the DEC/EA/WWF partnership and the Kamiali Group committed to a review of protected area effectiveness to be completed before the end of 2004.

² Conservation International, Foundation for People and Community Development, Partners with Melanesians, The Nature Conservancy, Research and Conservation Foundation and Village Development Trust.

3. Objectives

The **overall goal** of the PNG RAPPAM will be

to improve the management effectiveness of PNG protected areas and the protected area system.

It will do this through assessing how well the PNG protected area system and individual protected areas are maintaining biological and cultural values and improving livelihood opportunities for landholding communities.

The **concrete objectives** of the PNG RAPPAM are to enable community, government and non-government stakeholders to:

Individual PAs

1. understand the degree to which individual PAs are successfully achieving their conservation goals and are supported by landholding communities
2. identify threats and pressures to individual PAs and across the system as a whole
3. consider how effectively PAs contribute to the livelihoods and aspirations of communities
4. make recommendations for improving on-ground management in individual PAs

PA System

5. review the strengths and weaknesses of government and NGO support to PAs
6. understand which approaches and tools are effective in helping communities to manage their natural resources
7. explore mechanisms to reduce conflict between PAs and other land uses
8. examine how best to apply the resources and skills of government and non-government agencies to strengthen the PA system
9. recommend steps to improve PA policy and practice

RAPPAM will be tested as a possible framework to continue to evaluate management effectiveness of protected areas.

The **expected results** of the RAPPAM are:

1. Concise conclusions on strengths and weaknesses of PA management in PNG;
2. Identification and analysis of main pressures and threats on the PNG PA system;
3. Recommendations for further improvements in future PA management policy, objectives, practices and resource allocation, documented in a practically oriented report; and
4. Updated database and PA Register of the status and management of selected PAs in PNG.

A further step on from the RAPPAM review will be to prepare an action plan and funding package for implementing recommendations to improve the management effectiveness of key PAs and the PA system.

The RAPPAM results will be used in policy and strategic decision-making. More specifically, they will be used to:

1. Promote better PA management at system, process and PA level;
2. Improve the value of protected areas to landholding communities
3. Increase cooperation and partnerships between government, non-government and community stakeholders;
4. Guide collaborative planning, resource allocation and priority setting;
5. Provide accountability and transparency;
6. Increase public awareness, involvement and support; and
7. Provide an opportunity for increasing funds and resources available for the PA system.

4. The target audience and their use of the information

The information generated by the RAPPAM assessments will be:

- Protected area managers
- DEC, PNGFA, RCF, VDT, BRG, WWF
- Donors to protected area work in PNG (eg World Bank, GEF, MacArthur Foundation, UNDP, IUCN, Packard etc)
- Provincial and Local Level Government planners
- Conservation organisations and research institutions (eg UPNG etc)

The information will be used as the basis of recommendations for the improvement of the national protected area system. These recommendations will have particular regard to management effectiveness and to the representation of the different vegetation types and will impact upon the identification of new areas for protection. More specifically, the RAPPAM data will be used:

- to highlight strengths and weaknesses of the management of a PA via the questionnaire; from this the protected area managers can identify community actions
- to compare the PA system of PNG with other those of other countries
- to determine procedures to develop standard management plans for protected areas
- to develop new plans for budget appropriation (DEC)
- to develop clearer models of working protected areas in PNG
- to feed into the formation of District Development Plans
- to feed into National Sustainable Development Commission
- to feed into the national and provincial forest plans (PNGFA)
- to provide the baseline data for comparison with future assessments of PAs in PNG

5. Approach

5.1 Scope

The assessment will examine all formally gazetted protected areas including but not limited to national parks, wildlife management areas, national walking trails, provincial parks, sanctuaries and marine protected areas. It will also look at a number of large proposed protected areas that are close to declaration and which will become important parts if the protected area system in the near future (including Managalas, Tonda extensions, Mt Bosavi WMAs). To a lesser degree the assessment will consider the role of informal protected areas managed by communities which do not receive formal recognition from the government (such

as Kau Wildlife Area in Madang province). The integration of PA management with other land use practices will be a key consideration in the assessment.

Terrestrial and marine protected areas will be considered and may be dealt with in separate groups in some stages of the workshop. The review will cover protected areas on a range of land types including forests, wetlands, coast and seas, agricultural land and urban areas.

5.2 Methodology

The RAPPAM is a comprehensive, nation-wide, multi-stakeholder review of the PNG PA system based on detailed information and judgements on individual protected areas. The RAPPAM methodology has the advantage that it:

- operates both at the level of individual PAs and the level of the system
- is comprehensive and outcome-focused
- is relatively quick, cheap and efficient to undertake
- provides clear and repeatable criteria and indicators of good protected area management
- links country level PA assessment with the WCPA/IUCN framework, thereby allowing comparisons of results across countries
- encourages cooperation and partnerships between government, NGOs and other stakeholders.

Generally the RAPPAM is undertaken using the following sequence:

- Step 1: Identifying the protected areas to be included in the assessment
- Step 2: Gathering and assessing existing information for each protected area
- Step 3: Administering the Rapid Assessment Questionnaire
- Step 4: Analyzing the findings
- Step 5: Identifying next steps and priorities

5.3 Applying the Methodology in Papua New Guinea

The PNG RAPPAM will cover all aspects of management effectiveness recommended by the WCPA framework. The methodology will be applied through a combination of external professional review and self-review of the PA management by community members, DEC and NGO staff. Much of this work will be done through stakeholder workshops conducted within the Protected Areas themselves and augmented will by off-line analysis.

The proposed process for undertaking the RAPPAM in PNG is outlined below:

<i>Step</i>	<i>Details</i>
1. Acceptance of the Terms of Reference <i>mid-Jan 2004</i> ↓	<ul style="list-style-type: none"> ▪ These Terms of Reference will provide the basis for undertaking the RAPPAM exercise and will record agreements on resource allocation, information management and composition of the Working Group and Steering Committee.

Step

2. Revision of questionnaire
Draft by Jan. 2004



3. Information Collection
November 2003 to Oct 2004



Details

- PNG's unique landownership and cultural system require that some adjustments are made to the RAPPAM questionnaire. Initial suggestions for adjustments involve addressing:
 - representation of landowners and landowner committees among PA staff
 - the role of compatible development activities in achieving PA objectives
 - the processes for community engagement and mobilisation as essential to the effectiveness of individual PAs
 - traditional land use, beliefs and rites
 - clan compatibility / rivalry within individual PAs
- The RAPPAM questionnaire has now been tested with communities in the Hunstein Range WMA and at Sinub Island in Madang. Proposed changes will be confirmed with the Steering Group and should not affect the ability of the RAPPAM to integrate with the WCPA methodology.

- A number of parallel activities are currently underway that will assist in the analysis for the RAPPAM.
- It is proposed that the following products will be available for the RAPPAM meeting in early March:
 - Database and shapefiles of existing and proposed PAs (WWF and DEC)
 - Analysis of past and predicted vegetation loss (DEC and Environment Australia)
 - Analysis of the representativeness of PA coverage by ecosystem and ecoregion (WWF and Environment Australia)
 - Examination of WWF/DEC CASP Recommendations (DEC AYAD)
 - Poster map of existing PAs (WWF)
 - Review of lessons in protected area management (TNC)

Step

Details

4. Introductory Meeting
March 2-4th, 2004

- A two or three day meeting starting March 2-4th, 2004 will be held to introduce the RAPPAM methodology and to establish a RAPPAM workplan.
- The meeting will be facilitated by Paul Chatterton and Nick Mitchell from WWF.
- The workshop will produce the following outputs:
 - General understanding of how RAPPAM works
 - Overview of existing information on PAs
 - Agreement on: (1) Assessment objectives; (2) Which PAs to be included in the assessment; (3) Location of the workshop to be held following the assessments in the PAs; (4) How the results of the assessment will be communicated; (5) Follow-up steps (is there commitment?)
 - Review the adaptation of RAPPAM questionnaire to local conditions
 - Identification of strategy, roles and responsibilities for assessment at PA community level
 - Agreement on the how the questionnaire will be interpreted and conducted
 - Identification of roles and responsibilities for second-phase RAPPAM workshop: Logistics person; Resource people; and Facilitator
- Preparations for the meeting include: (1) distributing a hard copy of the RAPPAM package to all participants; (2) participants to review the TOR and the proposed amendments to the RAPPAM questionnaire prior to workshop.



5. RAPPAM Local P.A. Workshops
April – Oct 11th 2004

- The RAPPAM will be executed by a small group of experienced PA workers taken from the working group. They will visit the individual PAs throughout PNG and will conduct small workshops at community level. It is proposed that each workshop is to involve the PA management committee, a local NGO-worker or DEC / PNGFA official, and some members of the community outside the committee.



6. Mid-Term Meeting
July 19-22

- Progress of the PA assessments will be reviewed
- The process of PA assessment and questionnaire interpretation will be reviewed for uniformity of execution
- (DEC responsible for logistics)



7. Workshop and Draft Report
Oct 11-14th, 2004

- A final RAPPAM workshop will be facilitated by Liza Higgins-Zogib and will involve participants familiar with the great majority of protected areas in PNG.
- The workshop will:
 - bring together the results of the first-phase assessments
 - identify the system-wide trends in PA management in PNG
 - identify follow-up activities based on the RAPPAM recommendations



<i>Step</i>	<i>Details</i>
8. Final Report and Follow Up Activities	<ul style="list-style-type: none"> ▪ The report will be sent electronically to the Steering Group members for review by Nov 30th 2004 ▪ Comments from the Steering Group will be incorporated into the final report by the end of Dec 2004. ▪ The final report will be published in paper and pdf format by Feb 2004 ▪ Follow-up activities (identified in the final workshop) may include: preparation and submission of funding proposals; training activities for staff; confirmation of partnership agreements.

5.4 Linkages

It is proposed that the RAPPAM results will be used as an input into the planned National Capacity Self-Assessment in respect of protected areas and their role in biodiversity conservation and community development.

5.5 Information management

A key task of the review will be to gather and update information on the status and management of individual PAs and to insert this information in a PA database that is currently being developed by DEC with assistance from Environment Australia. The result will be revised digital register of PAs in PNG that can be used as a baseline for future assessments.

Where possible, information on the biological and cultural significance of PAs will also be collected and GIS information produced. However it should be recognised that available data is very limited and that the RAPPAM exercise will primarily work from available information.

Data sharing agreements will be signed with all partners in the RAPPAM process to ensure that this information is gathered and managed to the highest possible standards. DEC will make all necessary documents available to the RAPPAM Working Group.

6. Activities

6.1 Tentative work plan and timetable

The RAPPAM process is tentatively divided into different phases, specified below:

<i>Activity</i>	<i>Outcome</i>	<i>Due</i>	<i>Responsible</i>
Planning (2003 Q4)			
1. Brief to the DEC Secretary and Executive Management Committee on the RAPPAM assessment	<i>Increased understanding of EMC</i>	30 Nov 2003	DEC - JS, GV
2. Confirm membership of Working Group and Steering Group	<i>Memberships confirmed</i>	19 Dec 2003	DEC – GS, JS WWF – NM, PC
3. Acceptance of terms of reference by e-mail and/or letter	<i>Acceptance letter or email</i>	19 Dec 2003	DEC - WI WWF - PC
4. Field testing of the RAPPAM questionnaire in the Hunstein Range and Madang Lagoon WMAs and	<i>Draft revised RAPPAM questionnaire and discussion paper</i>	Dec 2003	WWF – JD, NM

<i>Activity</i>	<i>Outcome</i>	<i>Due</i>	<i>Responsible</i>
production of paper recommending changes.			
5. Acceptance of the work plan by e-mail	<i>Confirmations from SG</i>	Mar 2004	Steering Group
6. Working Group meeting to familiarise members with the background documents, preparation of the RAPPAM work plan and planning of forthcoming data collection process	- <i>Assessment objectives</i> - <i>Workplan confirmed</i> - <i>Overview of existing information on PAs</i> - <i>Selection of which PAs to include</i> - <i>Review changes to questionnaire</i> - <i>Training in interpreting the questionnaire</i> - <i>Locations / dates of 2nd and 3rd workshops</i> - <i>How results will be communicated</i> - <i>Follow-up steps</i>	March 2-4 th , 2004	Working Group (PC/NM)
7. Discussions with potential donors who might fund PA strengthening activities	<i>Invitations to donors to attend the RAPPAM workshop</i>	Feb 2004	DEC – WWF – PC EA - AT
8. Press release at the beginning of the process to the PNG media	<i>Press release</i>	June 2004	DEC and WWF – NM, MP
9. Mid-term workshop to review progress and ensure uniformity	<i>Co-ordinated effort to implement all PA visits as scheduled</i>	July 19-22nd	DEC / (WWF)
Information collection (2003 Q4 and 2004 Q1)			
10 Sign data sharing agreements	<i>Signed agreements</i>	March 2003	WWF – SE, PC
111 Database and shapefiles of existing and proposed PAs	<i>Completed database</i>	March 2003	WWF – FY DEC – JS, AG, GS
12. Finalise database structure for PA register including revisions to fit with WCPA methodology	<i>Final database structure</i>	March 2003	EA - AT
13 Enter existing PA data from DEC/WWF Register and other sources into PA register	<i>Data entry into PA register completed</i>	March 2004	DEC – AG, CU WWF – FY, SE, NM
14 Analysis of past and predicted vegetation loss	<i>Draft report</i>	Oct 2004	DEC – NS EA - AT
15 Analysis of the representativeness of PA coverage by ecosystem and ecoregion	<i>GIS maps and analysis</i>	Oct 2004	WWF – FY, PC EA - AT
16 Examination of WWF/DEC CASP Recommendations	<i>Discussion paper</i>	March 2004	DEC - CPPAA
17 Poster map of existing PAs	<i>Poster</i>	March 2004	WWF – FY DEC - GS
18 Review of lessons in protected area management (TNC)	<i>Report</i>	June 2004	TNC - PL
Implementation (2004 Q2)			

<i>Activity</i>	<i>Outcome</i>	<i>Due</i>	<i>Responsible</i>
19 Implementation of the PA assessments as specified in the work plan	<i>Local community-level workshops at PAs</i>	March-Oct 11 2004	Working Group
20 Press release and field trip for media when the RAPPAM begins	<i>Media coverage</i>	March 2004	WWF – MP, NM
Analysis and reporting (2004 Q3)			
21 Final workshop to analyse community-level workshops and establish system-level trends.	- <i>Analysis of PA level workshops, establishment of system-level trends, recommendations for improvements</i> - <i>Allocation of tasks for next steps and reporting</i>	Oct 11-14th 2004	Working Group (Fac. - LHZ)
22 Writing of the report on the basis of comments, additional interviews and checking of information; submission of the final draft report electronically to the Steering Group	<i>First draft of report</i>	Nov 30 2004	Working Group WWF - LHZ
Publication and follow up (2004 Q4) - final draft of report is expected to be handed to DEC before the end of 2004			
23 Editing of final draft	<i>Final text</i>	Nov 30 2004	WWF – MP
24 Layout, design and printing	<i>Final layout and design</i>	Dec 30 2004	WWF – MP and Suva comms team
25 Acceptance of the final draft report after discussion through e-mail	<i>Final report</i>	Dec 30 2004	Working Group WWF - LHZ
26 Press conference and launch for the PNG media with the WG and SG members present, and an international press release.	<i>Public awareness of the report findings and recommendations</i>	tbc	WWF, DEC
27 Preparation and submission of fund raising proposals to implement RAPPAM recommendations	<i>Proposals</i>	tbc	

Abbreviations

AG – Arthur Gunabella (DEC)

AT – Andrew Taplin (EA)

CPPAA – Conservation Policy and

Protected Area Advisor (DEC)

CU – Clyde Urai (DEC)

DEC – Department of

Environment and Conservation

EA – Environment Australia

FY – Fanny Yaninen (WWF)

GS – Godfrey Solmu (DEC)

JD – John Duguman

JG – John Genolagani (DEC)

JS – James Sabi (DEC)

LHZ – Liza Higgins-Zogib

(WWF)

MP – Mary Piafu (WWF)

NM – Nick Mitchell (WWF)

PC – Paul Chatterton (WWF)

PL – Paul Lokani (TNC)

SE – Sander van den Ende (WWF)

VG – Vagi Genorupa (DEC)

WI – Wari Iamo (DEC)

WWF – World Wide Fund for

Nature

7. Management

With a severe lack of capacity in the current protected area system in PNG, no one player has sufficient resources or reach to be able to single-handedly develop an assessment of protected area effectiveness in PNG nor has any one group the ability to implement any plan for

strengthening PA management. PNG's RAPPAM will use the resources and skills of a number of organisations who will have a stake in implementing the recommendations.

The RAPPAM assessment will be conducted as a partnership between WWF, DEC and Environment Australia with assistance and guidance from other members of the Kamiali Group and a small number of PA specialists in PNG and internationally.

7.1 Working Group

A RAPPAM working group will be formed with the tasks of revising the methodology, developing a workplan, implementing the evaluation and analysing and publishing the results.

The general requirements for Working Group are a thorough knowledge of RAPPAM, practical experience of PA establishment and management, knowledge of the internationally recognised best practices in these fields and good knowledge of the local environmental, socio-economic and institutional conditions. Ability to listen, negotiate and collaborate is essential for all Working Group members. Sensitivity to socio-cultural issues, ability to analyse and synthesise and to write clear reports, good managerial skill and fluency in English are necessary.

The Working Group will be comprised of a PA management effectiveness specialist from WWF Forests for Life unit, with staff from DEC, WWF, Environment Australia and a local consultant John Duguman. Assistance in GIS and community awareness will be provided WWF and other members of the Kamiali Group.

The Working Group composition is as follows:

- Ms **Liza Higgins-Zogib** (Protected Area Officer, WWF Forest for Life Programme) (Facilitator)
- WWF - Mr **Nick Mitchell** (lead), Paul Chatterton, Ruby Yamuna
- DEC – Mr **Vagi Genorupa** (lead), James Sabi, Godu Valai, Arthur Gunabella, Onkie Kimve,
- PNG Forest Authority – (to be confirmed)
- Research and Conservation Foundation – **Kepslock Kumilgo**
- The Village Development Trust – **John Sengo**
- The Nature Conservancy – **Warren Jano**
- Mr **John Duguman** – (PhD student)

The core team and quorum will be the leaders specified from each organisation.

7.2 Support Unit to the Working Group:

A small group of DEC and WWF officers will assist with GIS mapping, data base management and legal and policy assistance:

- DEC - Arthur Gunabella, Barnabas Wilmot, Rodney Galama, Nadia Siriani, CPPAA (Legal and Policy), Mark Hall (AYAD), Clyde Urai (PA Registry),
- WWF - Sander van den Ende (GIS), Fanny Yaninen (GIS), Ted Mamu (Biology)
- Douveri Henao of the Attorney General's office will provide legal and legislative advice to the working group

7.3 Steering Group:

The Steering Group has a supporting and advisory role to the Working Group. It will review / accept the draft terms of reference of RAPPAM (with a view to good communication, team-building and stakeholder involvement); review / accept the changes to the RAPPAM questionnaire for use in PNG circumstances; review / accept the work plan compiled by the Working Group; participate in the formulation of the RAPPAM recommendations; and accept the final RAPPAM report. The Steering Group will also support the working group in the communication and reporting of the results, and where possible, will help to identify funding opportunities for follow-up steps.

The Steering Group of the RAPPAM will comprise experts with international experience of protected area management:

- Dr *Marc Hockings*, University of Queensland & IUCN WCPA Management Effectiveness Task Force
- Mr *Nigel Dudley*, Principal, Equilibrium Consulting
- Mr *Rod Taylor*, WWF - Forest Futures Coordinator, Bali
- Mr *Bill Carter*, Lecturer, PA Management, University of Queensland
- Mr *Jeff Sayer*,
- Ms *Kathy Whimp*, Lawyer
- Mr *Douveri Henao*, Attorney General's Department
- Dr *Wari Iamo / John Genolagani*, DEC

8. Finances

The activity will be financed by WWF. A grant will be provided to DEC to cover the logistic costs for organising the second RAPPAM working group workshop in July. DEC will pay all travel, accommodation (full board) and meeting costs of members, if not otherwise agreed. Any extra costs or payments have to be agreed beforehand with DEC. WWF will support the costs of publications and travel and fees of international consultants. For the purposes of field work and workshops WWF will provide travel costs and per diems to the partner NGOs but these organisations will attempt to cover these costs where the fieldwork can be incorporated within their own work plans.

9. Reporting

Several mediums of communication should be used to maximise the impact of the assessment:

- A press release at the start of the PA assessments will inform the PNG public of the aims and objectives

Following the completed assessments and analysis:

- A main report in English will broadly follow the established RAPPAM format
- A short summary form will also be published in a brochure form and a Tok Pisin / Motu version should also be produced and sent out as a method of feeding the information back to the communities within the protected areas.
- Website reports can include detail and background information such as the questionnaire

- Articles for journals will be submitted for information and debate within the wider academic community
- A seminar on the PNG PA system should be held in early 2005 to open discussions to all interested parties
- The final report and findings will be launched with summaries in press releases

The final draft report of the RAPPAM is to be submitted by the Working Group by the end of November 2004. The final report should be accepted after the possible amendments on the basis of the comments from the Steering Group before the end of year 2004. In early February 2005 the report will be published in English in a publication as part of the RAPPAM sequence by the WWF Forests for Life team and in pdf form at web sites of WWF SPP and International.

The report should include all the relevant evaluation issues but elaborate on the most important ones in more detail. Clear and concrete recommendations on how to improve the performance need to be the essence of the report. One central aspect of technical excellence of an RAPPAM report is the way the analyses are carried out. Consequently, it is important that the evaluation report uses a clear chain of analysis, which can be summarised as: data – analysis – conclusions – recommendations. The analysis must form a logical chain and be systematic in its application and presentation. A failure to do so would reduce the utility and hence the quality of the valuation of the evaluation report.

The recommendations and conclusions of RAPPAM shall be presented to DEC, WWF and other stakeholders in February 2005 with all the Working Group and Steering Group members invited to attend. At the same occasion, DEC and WWF will organise a press conference with Working Group and Steering Group members present. The results of the RAPPAM are made open to the public at large, available to all interested parties, and they will be used to actively promote debate of the management effectiveness of PAs. The results can be used to show trends and identify gaps and constraints of PA management. DEC is in charge of the internal communications within the Department of the results of the RAPPAM.

10. Mandate

DEC will discuss and approve these terms of reference. Although WWF is entitled to discuss any matters pertinent to its assignment with authorities and relevant bodies concerned, it is not authorised to make any commitments on behalf of DEC or any other body and vice versa. DEC has the right and responsibility to advise and comment on the final draft evaluation report. The final report prepared shall be subject to the joint approval of DEC and WWF and will be jointly authored.

References

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