

**TIMBER LEGALITY AUDIT AND VERIFICATION PROTOCOLS  
DRAFT MANUAL REVIEW & ADOPTION PLAN**

<b>Activity</b>	<b>Proposed dates</b>	<b>Targeted Participants</b>	<b>Objective(s)</b>	<b>RESPONSIBLE INSTITUTION/UNIT</b>
<b>WORKSHOPS</b>				
(i) Internal FC Key staff	24/3/10	<ul style="list-style-type: none"> <li>• CEO</li> <li>• All Executive Directors</li> <li>• All Directors</li> <li>• Manager:               <ul style="list-style-type: none"> <li>○ ICT,</li> <li>○ M &amp; E</li> <li>○ Corp. Planner</li> <li>○ Donor Relation/Projects</li> <li>○ FSD Operations Manager</li> <li>○ Permit –TIDD</li> <li>○ Grading&amp;Inspection</li> <li>○ Log Tracking</li> <li>○ ICT System Support</li> <li>○ GIS</li> <li>○ Production</li> </ul> </li> </ul>	<p>To solicit comments, critique and</p> <p>To gain acceptability as an FC working document</p> <p>To ensure that standards conform to VPA requirements</p>	TVD/CFIR TEAM
(ii) External to FC	31/3/2010	<ul style="list-style-type: none"> <li>• GTMO (10); LSE (2), MSE (2), SSE (2)</li> <li>• GTA (5)</li> <li>• FAWAG (2)</li> <li>• WOOD HANDCRAFT ASS. (4)</li> <li>• National Working Group on Forest Certification (2)</li> <li>• Kumasi Wood Cluster Ass. (2)</li> <li>• WWF (2)</li> </ul>	To generate inputs from key stakeholders thereby ensuring buy-in of key stakeholders	TVD/NEW BUSINESS PROCESS ROLED OUT TEAM

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		<ul style="list-style-type: none"> <li>• FORIG (2)</li> <li>• IRNR-KNUST (1)</li> <li>• GHANA CUSTOMS (1)</li> <li>• AG's Department (1)</li> <li>• MLNR (3)</li> <li>• CIVIL SOCIETY (1)</li> </ul>		
<b>EXPERT REVIEW</b>	5/4/10-8/4/10	Consultants (3) <ul style="list-style-type: none"> <li>• National consulting bodies/independent forest consultants (2)</li> <li>• International consultants (1)</li> </ul>	To subject the draft document to a critique of international best practices alongside the VPA requirements	TVD
<b>FINAL DRAFT PRESENTATION TO VPA Multi-stakeholder Implementation Committee</b>	19/4/10	VPA Multi-stakeholder Implementation Committee	To receive acceptance or otherwise from the VPA Multi-stakeholder Implementation Committee	TVD
<b>PRESENTATION TO FC BOARD</b>	23/4/10	FC BOARD	To receive approval or otherwise from FC-Board as a working document	CEO
<b>ORGANISE TRAINING PROGRAMME FOR FIELD AUDIT TEAM</b>	MAY 2010	Field Audit Teams	To build capacity/acquire skills for verification and field audit	TVD/HR/ NEW BUSINESS PROCESS ROLED OUT TEAM