



INDIGENOUS PEOPLES' COMMISSION

REPORT OF THE
COMMISSION
for 2017

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1. Chairperson's Remarks

The Commission was successful in completing its project entitled "Supporting the National Technical Working Group in the Voluntary Partnership Process". The report and remaining funds were returned to the National Technical Working Group (NTWG)

The Commission was also happy to make timely donations to the residents of Regions № 7 and 8 who were affected by the flood and to Kanachen in Region № 9 and the women's' groups in the Matarkai Sub-district in Region № 1. It is hoped that these donations will help our Indigenous brothers and sisters to overcome their challenges and to rise to create initiatives aimed at alleviating their economic status and well-being.

The Commission implemented a new working program by creating and delivering training suitable for Indigenous leaders to be able to administer and lead their communities competently. The Commission also participated in different meetings and forums for the year.

I wish to thank my fellow Commissioners and the other stakeholders for their support over the past year and I look forward to your continued collaboration for the IPC and empowerment of Indigenous Peoples'.



Ms. Doreen Jacobis
Chairperson
Indigenous Peoples' Commission

2. Executive Summary

The year 2017 commenced with the Commission having available access to its approved budget for the year and in the midst of completing its EU-FLEGT VPA project.

In January, through an invitation extended by the Office of Climate Change, the Commission became a part of the Monitoring and Oversight Team for the New Opt-In Mechanism. The Commission was also invited to be part of ICT Access and E-Services for Hinterland, Poor and Remote Communities project as a Board member.

In March, the Commission was represented at two workshops organized by the Guyana Lands and Survey Commission.

In June, the Commission donated to the flood victims in Region 7 and 8 and in July attended a Regional Conference hosted by the Regional Administration of Region 1 for the Tosaos and Village leaders at Maburuma. Donations were also made to Kanashen and four women groups in the Matarkai sub-district. Also, the Commission facilitated an economic venture between Kanashen and a local Non-Governmental Organization. The CEO benefited from a short overseas scholarship in August and the EU-FLEGT VPA project came to an end in October. However, a project proposal was submitted to Exxon-Mobile in September while a concept note was submitted to the Forest, Governance, Climate and Market programs.

Cluster capacity building sessions were held at the Matarkai sub-district and Paramakatoi sub-district in November and December respectively.

On November 17, the 2018 Estimates were approved in the National Assembly.

3. Major Activities 2017

3.1.1 Donations

3.1.1.1 Region № 7 and 8

Following the media reports, at the statutory meeting held on May 30, 2017, the Commissioners noted with concern and approved to provided support to the residents of Region 7 and 8 who were affected by the recent flood that practically destroyed their villages. The sum of \$299,384 was expended on grocery items which made up 50 hampers. On June 14, at a simple presentation, the hampers were handed over to the Civil Defense Commission (CDC), who had allocated the items to their central locations in Region Seven and Eight for distribution.



Chairperson of the Indigenous Peoples' Commission, Doreen Jacobis handing over the supplies to Director General, Civil Defense Commission, Colonel (ret'd) Chabilall Ramsarup in the presence of Indigenous Peoples' Commission, Commissioner Patricia Singh, Chief Executive Officer (CEO) Neil Bacchus and Administrative Assistant, Surujdai Chung.

3.1.1.2 Kanashen

On May 18, following a successful request by CEO Neil Bacchus to Food for the Poor Inc., three wheelchairs and eight bags of rice were obtained for the residents of Kanashen. Also, through the generosity of The Guyana Foundation Inc., CEO Neil Bacchus obtained 8 large garbage bags of clothes, footwear, books and toys. These items were handed to Toshua Paul Chekema of Kanashen village.

At the statutory meeting held on November 29, CEO Neil Bacchus reported that the Toshao Paul Chekema from Kanashen contacted him and had requested gifts for the children in the village. The Commission agreed to support his request and had given approval for the secretariat to procure gifts for the children. In December, 103 gift items inclusive of stuffed animals, books, games and toys were gifted to the Toshao on behalf of his community at a cost of \$57,600. (**Appendix 1**).

3.1.1.3 Women's Groups with the Matarkai Sub-district.

Following a request made by Ms. Stephanie Miguel, CDC Chairperson of Canal Banks, Port Kaituma, Region 4 and Region 1 Guyana women and Miners Association Representative, the amount of \$168,000 was expended to purchase 6 sewing machines for 4 women's group. This was done in December. (**Appendix 2**).

3.1.2 Kanashen Arts and Craft

In December, the Commission through its Chief Executive Officer facilitated the Guyana Foundation Inc. to purchase US \$ 500 in arts and crafts made by the residents of Kanashen village. This activity has led to the establishment of a business venture between these two entities. It is expected that every six months, the Foundation will purchase US \$ 1000 worth of art and crafts made only by the residents of Kanashen. Some of the items would be preordered.

3.1.3 IPC's participation to the Rights of the Child Commission Outreach to Timehri/Linden

At the Timehri Prisons, a meeting was held with the Officer in Charge who outlined in his presentation that, despite limited resources, efforts are made to treat all prisoners fairly including those of Amerindian descent. He noted that there is one case of an Amerindian prisoner named Paul Charles who is on remand for murder for the last eight years.

At the visit to the Linden Foundation Dormitory, the registers were looked at to determine whether Amerindian children from riverain and out of town communities were denied entry to the dorms. This is was not so as the dorms were not fully occupied. One of the main challenges the dorms faced is the timely supplies of goods by the Regional Ten

Administration. Another concern is the policy of ‘first come first serve’ adopted by the management of the dorms.

The last stop was at the Haruni girls’ orphanage. One of the children is of Amerindian ethnicity. It was evident that the orphanage was well-organized and efficiently managed.

3.1.4 Scholarship

In July 2017, CEO Neil Bacchus successfully applied for a scholarship to the Indian government under its ITEC program which was endorsed by the Government of Guyana. From August 21 to October 6, 2017, Mr. Bacchus completed a program in Project Management and Certification in Noida, India.

3.1.5 Project Proposals

3.1.5.1 Exxon Mobile

In September, Vice-Chairperson Yvonne Pearson submitted a project proposal to Exxon Mobile regarding a program that aims to engage persons age 14-35; (about 150 in numbers in region 1, 2, 6, 10 in the areas of personal development, confident leader, effective management, and emotional intelligence, introduction to gender and business model. The duration was for six months and is expected to be completed in February 2018. The total sum of the project was \$2,397,913. However, the project did not come into fruition.

Project Proposal and Status Report outstanding

3.1.5.2 FGMC

On November 21, the Commission submitted a concept note online to the FGMC which had intended to support global activities related to policy and legal reforms that eliminate illegal logging, promote legal trade and ensure rights and benefits for poor people, local communities and indigenous people. However, this submission was not successful (Appendix 3)

3.2 Outreaches

3.2.1 Participation at Region 1 Village Leaders' Conference

At, the June 30th Statutory meeting, the Commissioners became aware of a Region 1 Conference hosted by the Regional Administration of Region 1 for the Toshaos and Village leaders from July 10-14, 2017 at Maburuma. The secretariat made the arrangements for the Commission's participation where a presentation was made. (Appendix 4)

3.2.2 Cluster Capacity Building Sessions

In November, the Commission in keeping with its strategic plan regarding to promote empowerment of indigenous peoples hosted a workshop of Village Leaders and Council members for 7 villages at Four miles in the Matarkai sub-district.

A similar workshop was conducted in December at Paramakatoi, Region 8 for village leaders and Council members for 4. (Appendix 5)

3.3 NTWG Project

In September 2016, The National Technical Working Group (NTWG) and the Indigenous Peoples' Commission (IPC) agreed that the IPC will provide certain services in support of the project entitled "Supporting the National Technical Working Group in the Voluntary Partnership Process". The IPC received a total amount of twenty-five thousand US dollars (US 25,000) to enable activities. The total sum was disbursed on behalf of the NTWG by the EU FLEGT Facilitation Support Office (FFSO)

In 2017, the Commission conducted one sensitization and three consultations where information was disseminated on Guyana's EU FLEGT VPA. The consultations targeted the other communities in Region 10 and in total 106 persons participated. The project goal is to inform stakeholders with respect to their rights and participation in the EU-FLEGT Voluntary Partnership Agreement. Activities included invitations, distribution of resource materials, simple presentations, question and answer in two-day workshop sessions in the villages/communities. The Facilitators encouraged the participants to build on what prior knowledge they had on the EU FLEGT VPA while promoting the role they

can play in combatting illegal logging and proposing suggestions for the improvement of sustainable forest management practices.

The consultations were held on March 29 and 30 at Kimbia with participants from Kimbia, Sand hills and Wiruni. It continued on April 25 and 26 at Hururu with participants from Hururu and Wiki/Calcuni. However, prior to these consultations, a visit was made to these communities on March 22 to 24 where invitations were extended to all the Toshao and village leaders inviting them and the logging members of their communities to attend these consultations. Participants agreed that Guyana's EU FLEGT VPA can assist in combating illegal logging and further contribute to implementation of sustainable forest management. Participants expressed that communities can also export their timber products directly to the EU if they meet the required conditions. Follow-up actions need to focus on continued information sharing and examining the role of communities during the implementation of Guyana's EU FLEGT VPA process.



Consultation at Kimbia



Consultations at Hururu

The final consultations were held on August 10 and 11 at Aroaima with participants from Aroaima Forest and Agricultural Producers Association and Aroaima Natural Resource Organization.

A final report with the unused sum of \$ 211, 949 were returned to the National Technical Working Group in October. In November, The EU FLEGT Support Office subsequently confirmed that all the reports and financial records and statements have been submitted to the NTWG which was accepted thus bringing the project to a close. The NTWG acknowledged that the project was successful. (Appendix 6)

3.4 Participation on different Committees and activities

3.4.1 Amerindian Development Fund

The Amerindian Development Fund (ADF) is established to provide support for the socio-economic and environmental development of Amerindian communities and villages, through the implementation of Community Development Plans (CDPs). The proposed projects cover agricultural production and processing, village infrastructure, tourism, manufacturing, village business enterprise, and transportation, among others.

For the year 2017, the Commission's representative attended one meeting in January to approve the budget and work plan for 2017 and to review 2016 activities

At this meeting it was reported that 2017 was the start of the third and final year of the implementation of the ADF II project, during which the GRIF ADF-PMU supported by the UNDP set out to broaden/ increase the reach and strengthen the implementation of the ADF II project. The project was unable to reach its goals by the end of the initial project time of September 2017, and a no cost extension of one year was requested to continue the execution of the project. A total of 161 Villages and communities were scoped by the end of 2016, and in 2017 eight communities were re-scoped to finalize their CDPs. The CDP of Kako was an ICT hub and the village was not granted their first tranche due to Government of Guyana planned intervention of an ICT hub in the Village. Also, the village of Chinese Landing indicated that they are no longer interested in participating in the ADF project and refunded their first tranche allocation.

At the end of 2016, 131 Villages were financed up to first tranche disbursement and 43 full disbursements issued. During 2017, 21 Communities were financed by first tranche disbursements, 1 community refunded their grant and 68 full disbursements and one partial disbursement was completed in 2017. Taking the total number of first tranches to 151 and the total number of disbursements to 112.

3.4.2 National Technical Working Group

Vice-Chairperson Yvonne Pearson continued to represent the Commission at the meetings, video conference and field activities.

3.4.3 Amerindian Land Titling Project

At the only meeting the Commission was present: May 18, 2017, it was reported that the New Guidelines have been tested through revisits to 7 villages, the reports were reviewed, copies were given to the village and all issues affecting the applications were discussed. The villages then made suggestions for the way forward which were all very constructive and obviously based on information that was made available.

Communication workshops were also well received and contributed significantly to villages tested ability to approach discussions in a more objective manner; this is now

leading to delayed applications moving forward. Communication strategy being unfolded has contributed significantly towards villagers' knowledge of the Land Titling process.

Also, the work plan for 2018 amounting to the total of G \$7, 383, 462 was submitted for approval.

Representative Platform

On April 6 2017, the guidelines were approved by the Amerindian Land Titling Board. On April 28, it was endorsed by the Ministry of Indigenous Peoples. Affairs and the United Nation Development Program.

It is expected that the guidelines would strengthen the effective implementation of the project and address concerns that have been raised internally and externally about elements of the project's implementation.

3.4.4 Inter-Ministerial Task Force on Trafficking in Persons

Trafficking in Persons (TIP) is one of the most lucrative criminal enterprises in the world, ranking in the top three (3) along with arms and drugs trafficking. It is perpetrated throughout the globe with Guyana, unfortunately, not being an exception.

Trafficking in Persons is defined in our Combating Trafficking in Persons Act No. 2 of 2005 as the “recruitment, transportation, transfer, harboring or receipt of a person by means of the threat or use of force or other means of coercion, or by

and it affects males and females, young and old and people from all walks of life. The United Nations Office on Drugs and Crime (UNODC) Global Report on Trafficking in Persons 2016 states that “A total of 63,251 victims were detected in 106 countries and territories between 2012 and 2014”. These figures show that trafficking in persons is a far-reaching crime that needs to be addressed on a global scale.

Therefore, the implementation of programmes geared at prevention of the crime is necessary in order to sensitize prospective victims and dissuade would-be offenders. By the same token, robust measures must be set in place to respond to the crime in the best interest of the victims and survivors and to ensure that punishment meted out to perpetrators is commensurate with the offence committed.

The Task Force for the first time in 2017 received an approved budget of \$ 11,000,000. Activities for 2017 included sensitizations and awareness sessions in all ten regions, training for front line officials in Region 1, training for the media and raids.

From February 6-8, 2017, Commissioner Patricia Singh and CEO Neil Bacchus participated in a capacity building session conducted by the International Organization for Migration and received a certificate titled “A Training of Trainer Session on Sensitizing Peers about Human Trafficking.

3.4.5 Office of the Climate Change - Opt-in mechanism

In February, the Commission received an invitation from the Office of the Climate Change to attend a seminar with the aim of developing a new Opt-in mechanism under the Guyana-Norway Cooperation agreement. Commissioner Patricia Singh was identified to attend this seminar. As an outcome to this engagement, an ad-hoc group was formed. It was agreed that the Commission will cover Commissioner expenses to attend the ad-hoc group meetings of which there were several such meetings for 2017 which Ms. Singh attended.

3.4.6 ICT Access and E-Services for Hinterland, Poor and Remote Communities project

On April 28, the Commission through its CEO attended the first meeting of Local Project Appraisal Committee (LPAC). At that meeting, it was reported that over 200 Community ICT hubs will be created over 5 years with the aim that residents of remote, hinterland and far rural communities will, over the next five years, be able to access the worldwide web, social media and government services close to home.

The US\$17M project was being funded under the Guyana/Norway Agreement by the Guyana Redd+ International Fund (GRIF), and it will be managed by the United Nations Development Programme, (UNDP). The E- Governance unit will be the project executing body.

Public Telecommunications Minister, Catherine Hughes, said that about 89,000 residents in approximately 170 communities would eventually have access to more than 200 ICT hubs to be created over the next 5 years.

Some of these services include government's e-services including as filing tax returns and applying for business compliance certificates. The Minister noted that the project will provide funding to begin the actual expansion of existing e-services into a much broader offering that will include agricultural services, tax information and certificates, bill and pension payments, and community fault reporting.

At the meeting the Commission Representative was given a copy of the project document.

3.4.5 Guyana Land and Survey Commission

On March 2 and 8, the Guyana Land and Surveys Commission hosted two workshops; the first on "Sensitization and validation on Mainstreaming Sustainable Land Management and Development" while the second one was on "Land Degradation Neutrality Target Setting Programme". Both were attended by CEO Neil Bacchus. Among the topics discussed were:

- Undertaking degraded land reclamation and promoting sustainable land management and development (SDLM),
- Implementing a sustainable land use planning, mapping, classification, management system and operationalizing the GL&SC's business of land administration,
- Developing GL&SC institutional, technical and infrastructure capacity for effective and efficient services delivery, and
- Strengthening GL&SC's information management infrastructure, education, communication, outreach and public awareness systems

3.4.6 National Toshias' Council (NTC) Conference 2017.

On August 19, the Commission received an invitation via email from the NTC seeking the its attendance and participation at the NTC conference which took place from August 21-26, 2017.

The Vice Chairperson subsequently approved for Commissioner Patricia Singh attendance and participation and also her reimbursement of G \$70,000).

3.5 Complaints

During the reporting period the Commission received one complaint; details are as follows in Table 1.

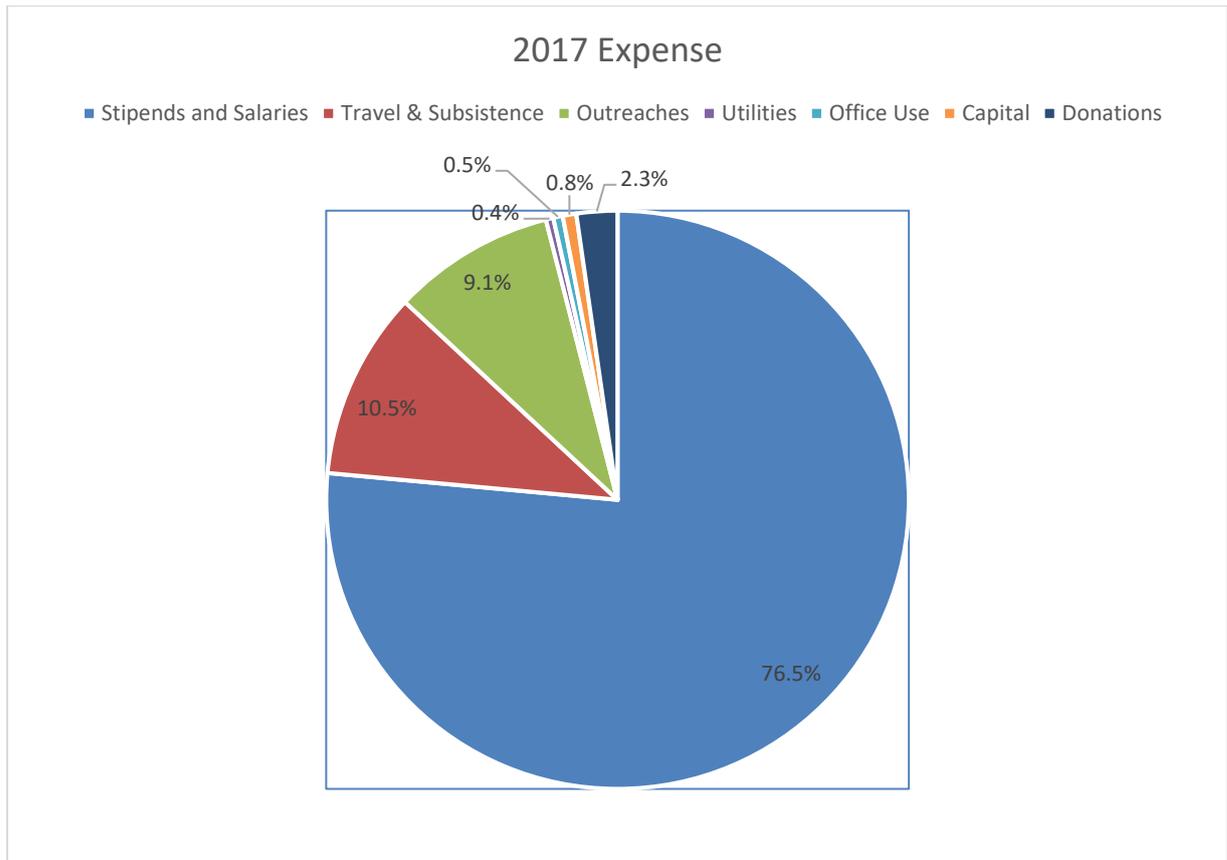
Table 1: Complaints received in 2017

| <i>Date</i> | <i>Complainant's</i> | <i>Complaint/Concern</i> | <i>Action Taken</i> | <i>Status</i> | Remarks |
|-------------|---|---|--|--|---------|
| 2017.12.06 | Riva Sandwell, Babita Mark Esta Nazio & Acklima Charlie | Recruited and worked as volunteer teachers at Paramakatoi Secondary School. Worked from September 2014 to March 2016. Left in March 2016 due to non-payment of stipends from September 2015 to March 2016 | Report was made to Mr. Dmitri Nicholson of the Volanteery Youth Corp | Mr. Nicholson has been following up with the Ministry of Education | |

4.0 Financial Statement

As a constituted body, IPC follows all the accounting procedures of the government, and therefore has a reliable financial management system. All financial transactions were processed by the Rights Commission Secretariat through its Finance Department.

The totals um of G\$24,424,000 was allocated as its approved budget for 2017 which reflected an increase of 5% of the allocated amount for 2016. The amount of \$G 1,009,110 was returned to the consolidated fund at the end of the year. The distribution of the total expenditure was as follows:



The Commission 2017 financial statements were audited by the Audit office of Guyana. **(Appendix 9)**

On December 14, 2017, Commissioner Damian Fernandes presented a cheque amounting to \$459,800 to the Secretariat. This amount was deposited in the Commission’s bank account at Bank of Guyana Inc. on December 15, 2017.

Year:2017

| | | |
|---------------------|--|------------|
| Opening Balance b/f | | 11,086.00 |
| Additions | | |
| December | | 459,800.00 |
| Activities | | - |
| Closing Balance c/f | | 470,886.00 |

2. *Proposed activities for 2018*

| Description of Activities | Intended Output/Outcomes |
|---|---|
| Three community visits as necessary to follow up specific issues in Region 1, 2 and 8 | Root cause of concerns / issues ascertained for better resolution and policy guidance |
| Participate in media interviews | Public Awareness |
| Participation in national events such as World Indigenous Peoples' Day and Amerindian heritage month | Public Awareness |
| Coordinating of National secondary school essay writing competition | Hinterland students are informed on the Amerindian Act 2006 and its contribution to the protection of their villages |
| Attendance at United Nation Indigenous Peoples' Forum | |
| Training in Amerindian Act (2006) and human development in 1 cluster area at Bartica and at Karasabai | Amerindian communities strengthened with knowing and understand their rights and benefits therefrom as well as respect to leadership, management, community and human development |

3. *Challenges and Recommendations:*

6.1 *Challenges*

Once again, unavailability of key personnel contributed to the non-completion of the approved work plan.

6.2 *Recommendations*

- The Commission's Annual Reports should be debated in parliament.
- There must be systems in place to ensure timely supplies by Regional Administration to school dorms dependent on them.
- School dorms must cater for riverine and hinterland students by their circumstance regarding logistical and other factors and not by a first come, first serve basis.

4. *Appendices*

Appendix 1: Donation to Kanashen

Appendix 2: Donation to Women's' Group

Appendix 3: FGMC concept note

Appendix 4: Participation at Regional Workshop, Region 1

Appendix 5: Report of the capacity building workshops at Four Miles and Paramakatoi

Appendix 6: EU FLEGT VPA final report

Appendix 7: Audit Report

Appendix 1

INDDIGENOUS PEOPLES' COMMISSION

Report on donation of gift items to Kanashen

Date of Activity: December 18, 2017

Representative: CEO Neil Bacchus

Background to Activities: Mr. Paul Chekema, Toshao of the Wai Wai community at Kanashen visited the Commission and requested gift items for the children in his village for the Christmas holidays. The request was discussed at the Commission statutory meeting on November 30, 2017 where it was approved to purchase the gift items.

Activities

After consulting with Toshao Chekema, the following items were procured and presented to him at a simple handing over ceremony.

Toys

- 7 Fruit Sets
- 9 Castles Sets
- 9 Dolls
- 10 Stuff Foxes
- 7 Stuffed Dinosaurs
- 7 Star Teddy Bears
- 5 Heart Bears
- 4 Bullet Bear
- 4 Fork Lifts
- 6 Tractors
- 12 Rackets and Ball
- 8 Action figures
- 8 Double Castle
- 7 Cars

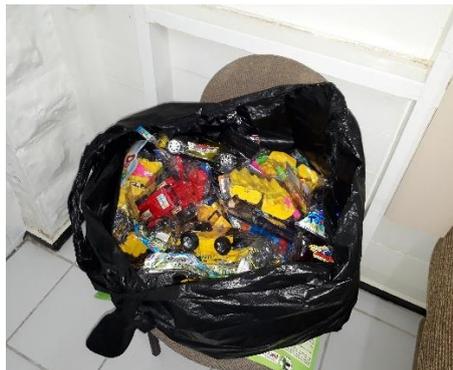
Books

- 1 Mathematics complete course volume two with CXC questions
- 1 Comprehension English Course CXC English A
- 1 Principles of Accounts fourth edition for the Caribbean
- 1 Principle of Business Nelson Thornes
- 1 Office Administration Nelson Thornes
- 1 Modules in Social Studies
- 1 Oxford Information Technology

Games

- 1 Scrabble Game
- 1 Monopoly Game
- Exquisite Vogue Chest
- Brains Game Ludo
- Snakes and Ladders

Efforts were made to purchase the gifts as per the age of the child.



Some of the gift items that were purchased



Toshao Chekema receiving the gift items

Conclusion: Toshao Chekema expressed his happiness for this timely donation made by the Commission.

Prepared and submitted by:



Neil Bacchus

Secretary/Chief Executive Officer
Indigenous Peoples' Commission

Appendix 2

INDIGENOUS PEOPLES' COMMISSION

Report on donation of sewing machines

Date of Activities: December 16-18, 2017

Location of Groups: Canal Banks (2), Mathews Ridge (1) and Baramita (1)

Representative: CEO Neil Bacchus

Background to Activities: Ms. Stephanie Miguel, Chairperson of Canal Banks CDC and Guyana Women Miners Association, Region 1 representative wrote the Commission seeking assistance in the form of six sewing machines for the women groups located in the areas listed above. Ms. Miguel highlighted the fact that jobs are scarce and women groups were formed to sew and teach others to do so as there were opportunities for income generation.

Purpose of the Activities:

- To make recommendations on economic and education policies to advance the interests of indigenous peoples;

- to promote training and technical assistance to support initiatives by and for indigenous peoples

Expected outcome:

- Indigenous people competent in establishing and maintaining a sustainable livelihood

- Indigenous people competent in taking their initiatives and making them into lucrative and sustainable opportunities.

Activities

One machine each was handed to leaders of Group A and B women's group at Canal Bank, Ms. Jenery Rodrigues and Ms. Alma Benn respectively.

Two machines each were handed to the leaders at Matthews Ridge, Ms. Renatta Williams and Ms. Sharmaine Rambajue at Baramita.

With the support of the National Sports Commission, a volleyball with its net was handed over to the sports group at Canal Banks

Additionally, with the kind assistance from Food for the Poor Guyana Inc., a wheelchair was handed over to Ms. Jocelyn Noon of Canal Banks.



Ms. Jenery Rodrigues receiving her Machine on behalf of Group A at Canal Bank



Ms. Alma Benn receiving her Machine on behalf of Group A at Canal Bank



Ms. Renatta Williams receiving her Machine on behalf of Matthews Ridge Women's group



Ms. Sharmaine Rambajue receiving her Machine on behalf of Baramita Women's group



Youth Group at Canal Banks receiving Volleyball and net



Ms. Noon receiving her wheelchair and net

Conclusion: The recipients expressed their happiness for these timely donations made by the Commission and have promised to promote economic return for their respective groups.

Prepared and submitted by:

Neil Bacchus
Secretary/Chief Executive Officer
Indigenous Peoples' Commission

Appendix 3

| | |
|---------------------------|---|
| Applicant entity | INDIGENOUS PEOPLES' COMMISSION |
| Project Title | Forest Governance, Markets and Climate |
| Date of Submission | 21/11/2017 |

Concept Note Form

Final Grants Round

Forest Governance, Markets
and Climate (FGMC)
Programme

November 2017

Contents

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| Important notes | <u>1</u> |
| Section A: Information about your organisation | <u>1</u> |
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| Section C: Project Analysis | <u>5</u> |
| Section D: Project Budget | <u>6</u> |
| Section E: Other Information | <u>7</u> |

Important notes

1. The deadline for receipt of your Concept Note is 8:00am (UK time) on **Tuesday 21st November 2017**.
2. All Concept Notes should be submitted in English using the Concept Note Form. Visuals cannot be inserted into the form. Figures and diagrams should be included in a single (small) file attached as an annex. All figures and diagrams should be referenced in the main document and should be explained in text, either in the main document or the annex. Please adhere to the word limits as we cannot guarantee to consider any information provided in excess of these limits.
3. When submitting your Concept Note, please:
 - save the Concept Note Form and save the file in a recognised format
 - use the filename **FGMC Grant CN Submission – [your organisation’s name]**
 - for any attached annex, use the filename **FGMC Grant CN Submission – [your organisation’s name] Annex**
 - email the document to FGMC-Applications@Kpmg.com
 - enter **FGMC Grant CN Submission – [your organisation’s name]** in the subject line of the email
4. The FGMC Programme Management Support Team (PMST) will acknowledge receipt by return to the email address from which the Concept Note was sent. Acknowledgement of receipt does not imply eligibility to receive a grant. **The contact email address entered on the form will be the email address that the PMST will use for future correspondence.** Where possible, submit your Concept Note from the same contact email address.
5. Concept Notes will be processed by the PMST and evaluated by DFID. We may need to contact you for further information or invite you to make a presentation as part of the Concept Note evaluation process. If required, presentations will be on **Thursday 7th or Friday 8th December 2017**.
6. A limited number of organisations (estimated to be between 15 and 25) will be invited to submit a full Project Proposal following Concept Note evaluation. Notification will be made by **Tuesday 15th December 2017**. We will provide detailed information relating to proposal submission requirements at this time. Project Proposals should be submitted by 3:00pm (UK time) on **Monday 12th February 2018**.

7. Applicants must disclose any circumstances, including personal, financial or other that will, or might, give rise to a conflict of interest if awarded a grant.

8. If you have any questions with regard to completing this form, please email the FGMC PMST at FGMC-Applications@Kpmg.com

Section A: Information about your organisation

| Organisation Information | | |
|---|---|--|
| A1 | Organisation name | Indigenous Peoples' Commission |
| A2 | Nature of organisation (e.g. INGO, Federation) | Constitutional Agency |
| A3 | Year established | 2010 |
| A4 | Registration number | Not Applicable |
| A5 | Place of registration | Not Applicable |
| A6 | Registered Address, including country | 66 Peter Rose & Anira Streets, Queenstown, Georgetown, Guyana. |
| A7 | Organisation telephone number | (592) 231-5280 |
| A8 | Organisation website | Not Available |
| A9 | Number of employees (full time equivalent in most recent year) | Two(2) |
| Contact Information for this Concept Note | | |
| A10 | Contact person | Neil Bacchus |
| A12 | Job title / position | Chief Executive Officer |
| A13 | Email | ind_pc@yahoo.com |
| A14 | Contact number | 592-626-9405 |
| Organisation Vision and Activities | | |
| A15 | Description of the organisation's mission and activities (Max 300 words) | <p>Promote, educate and recommend legislations on:</p> <ul style="list-style-type: none"> • the rights, • empowerment • consultative processes • training and technical assistance • employment • education and economy • health • the protection, promulgation and preservation of the cultural heritage <p style="text-align: center;">Of the Indigenous Peoples of Guyana.</p> <p>Activities include:</p> |

| | | |
|--|--|---|
| | | <ul style="list-style-type: none"> • Advocacy • Forging Partnerships, Alliances, and Joint Ventures to increase mission sustainability; • Targeted Volunteer Engagement Strategies • Inclusive and Shared Governance- Stakeholders Especially Villagers participate as part of decision-making • Capacity Building • Rights and Evidence Based Research through an integrated Management Information System |
|--|--|---|

A16 Past Financial Performance
Provide this information for the last 3 years for the legal entity that is submitting the Concept Note. Figures should be to the nearest £100,000, and based on audited accounts.

| Financial Year (start - end date) | [01/2014] - [12/2014] | [01/2015 - [12/2015] | [01/2016] - [12/2016] |
|--------------------------------------|--------------------------|-------------------------|--------------------------|
| Total income (funds received) | £ 67,444 | £ 73,025 | £ 85,196 |
| Capital expenditure | £ 0 | £ 0 | £ 1,984 |
| Operational expenditure | £ 54,522 | £ 61,826 | £ 77,708 |
| Annual surplus/ deficit | Not Applicable | Not Applicable | Not Applicable |
| Total Reserves | Not Applicable | Not Applicable | Not Applicable |

A17 Previous donor support in the last three years
Please include information that relates to donations received during the last 3 years that you consider contributes to FGMC or similar activities. Information can be provided to the nearest £10,000 but should be based on the audited accounts referred to in A16.

| Name of Donor | Amount (£) | Funding start and finish dates (mm/yy) | Name of project / purpose for which funding was provided |
|---|------------|--|---|
| The UK Department for International Development (DFID) and the Government of Norway through the National Technical Working Group (NTWG) –(Guyana) | £ 18,867 | September 1, 2016 to August 31, 2017 | <p>Name of Project: Supporting the National Technical Working Group in the Voluntary Partnership Process</p> <p>Purpose: “Build competence of the</p> |

| | | | |
|--|-----|--|---|
| | | | indigenous people with the respect to their rights and participation in the EU FLEGT Voluntary Partnership Agreement Process” |
| | £ 0 | | |
| | £ 0 | | |
| | £ 0 | | |
| | £ 0 | | |
| | £ 0 | | |
| | £ 0 | | |
| | £ 0 | | |

| Other | | |
|------------|---|---|
| A18 | Any other information relating to Section A that you believe is important for us to know. | As a constitutional agency, funds are received annually through the national budget from the consolidated funds. Due to the change in government and the subsequent change in financial policies regarding these constitutional agencies, from September 2015, financial statements were prepared and audited. The Indigenous Peoples; Commission is an independent body but its financial statements are consolidated under the Human Rights Commission in Guyana. |

1.1.1

1.1.2 Section B: Project Information

| Project details | | |
|-----------------|---|---|
| B1 | Project title | <i>Supporting the national technical working group in the voluntary partnership agreement process to strengthen IP communities adopt sustainable forest governance and livelihoods.</i> |
| B2 | Project start date | April 1, 2018 |
| B3 | Project end date | March 31, 2021 |
| B4 | Single organisation, consortium, network or federation submission | The IPC only |
| B5a | Other organisations, consortium partners, networks or federations – At proposal stage | Not Applicable |

| | | |
|------------|---|----------------|
| B5b | Other organisations, consortium partners, networks or federations – During project implementation | Not Applicable |
|------------|---|----------------|

Summary of Concept note

| | |
|-----------|--|
| B6 | <p>Executive summary of the Concept Note (maximum 300 words)</p> <p>The Indigenous People’s Commission (IPC) established under Article 212 G of the Guyana Constitution and is tasked, with setting up mechanisms to enhance the status of Indigenous Peoples. Its mandate is to empower this population, advocate for their economic, social and cultural enhancement as well as Risk Reduction. The IPC is a member of the The National Technical Working Group (NTWG), the Steering Body for EU- FLEGT Voluntary Partnership Agreement process in Guyana.</p> <p>As part of the European Union VPA, Guyana is making efforts to find greater synergies among stakeholders and to resolve some long-standing questions, such as that related to land tenure and FPIC rights for Amerindian people.</p> <p>It is in this regard the Indigenous Peoples’ Commission is seeking to support the NTWG in its mandate to build competence of the indigenous community and other key stakeholders in this VPA process</p> <p>Guyana’s indigenous community comprise 9% of Guyana’s population and owns 14% land mass. Indigenous peoples may not be directly exporting timber products to the EU market, they are critical to the process as rights holders. The Amerindian Act provides for collective rights and self-determination. This proposal specifically focuses on region 10, comprising 11 indigenous communities and will adopt the FG conversation and engages in an interactive way comprising a number of steps over four days: [1] <i>Who are we?</i> [2] <i>Where do we want to be with respect to forest governance and management related to VPA?</i> [3] <i>Where are we now?</i> [4] <i>How will we get to where we want to be?</i> This step includes the development of roadmap with evidence indicating achievement towards our common dream. The roadmap is SMART¹, inclusive of mitigation efforts, livelihood programme, sustainable relations with NTWG/VPA [5] <i>What are we leaning and are willing to share?</i></p> <p><i>The project will be for three years at a value of £ 56,000</i></p> |
|-----------|--|

Summary of focus: Results, Processes and Arenas
This section should be a summary of the analysis presented in Section C.

¹ S-Specific; M-measurable; A-Appropriate; R-Reliable; T-Time bound

| | | | | | | |
|-----------|--|--|----------|----------|----------|----------|
| B7 | Results: FGMC Outputs Which of the FGMC Logframe Outputs will your Project Proposal address? | | Output 1 | Output 2 | Output 3 | Output 4 |
| | | Primary Focus | X | | X | |
| | | Secondary Focus | | | | |
| | | Indirect Focus | | | | |
| B8 | Results: Project outputs (themes, issues, etc.) What is the general thrust and nature of the outputs in your Project Proposal? <i>(maximum 200 words)</i> | <p>During the Community Focus group conversations stakeholders will benefit from a more in depth awareness/ outreach sessions to deepen understanding during the initial session of the FGC. This will be followed by team spirit building by working cooperatively as a community. The members then engage in envisioning with respect to VPA Increased knowledge and momentum for change and engagement by multiple stakeholders increased and sustained. In relation to the common dream members identify what ‘big steps’ we will take them toward their dream. A self-assessment using the levels of competence to ascertain where are we now? The candid conversation will also include a self-assessment on each ‘stepping stone’ based on five levels of competence, viz:</p> <p>Level 1: we are aware of this but we do nothing; Level 2: we are aware of this but we react to doing something occasionally; Level 3: we consciously take action on this ‘stepping stone’; Level 4: we act systemically or continuously; Level 5: we act naturally. This is how we work around here.</p> <p>Stakeholders describes the level they are at and would like to being short, medium or long term. The SMART roadmap will describe how they move progressively towards the dream.</p> | | | | |
| B9 | Results: Processes Which international or national processes will your Project engage in / support to achieve results? <i>(maximum 200 words)</i> | Not applicable | | | | |

| | | |
|------------|--|----------------|
| B10 | <p>Results: Arenas</p> <p>Which countries, regions, regional bodies, global arenas, etc. do you expect to achieve results in, including linkages across different results areas? (<i>maximum 200 words</i>)</p> | Not Applicable |
|------------|--|----------------|

Summary of Approach to Cross-Cutting Issues: Gender and Value for Money

Please note: Greater detail will be required on gender and VFM at the Project Proposal stage. The purpose of including gender here is to give an early signal of the importance gender and VFM will be given in the evaluation of final project proposals.

This section should provide a summary of the consideration given to cross-cutting issues in the analysis provided in Section C, below.

| | | |
|------------|--|--|
| B11 | <p>Gender</p> <p>Summarise the essence of your approach to gender. (<i>maximum 200 words</i>)</p> | The approach used, Community Focus group conversation will include representative members from each community including all genders. |
|------------|--|--|

| Other | | |
|--------------|---|--|
| B12 | Any other information relating to Section B that you believe is important for us to know. | |

1.1.3

1.1.4 Section C: Project Analysis

| Project Information | |
|----------------------------|--|
| C1 | <p>Brief summary of the Project activities (maximum 300 words)</p> <p><i>Who are we?</i> <i>Outcome:</i> Members understanding who they are on a human level, that they have inherent strengths, concerns and hopes and that they can work as a team, cooperatively to address common concerns, including our vulnerabilities and that they can dream together.</p> <p><i>Where do we want to be?</i> <i>Outcome:</i> We create a common dream based on our common concerns and hopes. We appreciate our individual contribution to the dream and we are confident we are included in the creation of the common dream.</p> <p><i>Where are we now?</i></p> |

| |
|--|
| <p><i>Outcome:</i> based on a candid conversation, we identify the ‘big steps’ in pursuit of the common dream. We develop trust among ourselves that gives confidence we are pursuing our dream together.</p> <p>A candid conversation will also include a self-assessment on each ‘stepping stone’ based on five levels of competence, viz:</p> <p>Level 1: we are aware of this but we do nothing;</p> <p>Level 2: we are aware of this but we react to doing something occasionally;</p> <p>Level 3: we consciously take action on this ‘stepping stone’;</p> <p>Level 4: we act systemically or continuously;</p> <p>Level 5: we act naturally. This is how we work around here.</p> <p><i>How will we get to where we want to be?</i></p> <p><i>Outcome;</i> Together we develop and have a roadmap with evidence which indicates we are achieving and moving towards our common dream. We are able to measure our progress towards our common dream. The roadmap is SMART²</p> <p><i>What are we leaning and are willing to share?</i></p> <p><i>Outcome:</i> We share our learning with like-minded communities and build confidence on what we can do even better moving forward towards our dream.</p> |
|--|

| | |
|--|--|
| Project Analysis | |
| Please ensure you document how gender considerations are incorporated within each of these sections. | |
| C2 | Results: |
| | a) Results: Organisational alignment (maximum 300 words) How do your Project outputs and outcomes align with your organisational goals? How does the proposed project complement other activities of your organisation? |
| | <p>The Indigenous People’s Commission (IPC) is one of four Rights Commissions established under Article 212 G of the Guyana Constitution and tasked, inter alia, with setting up mechanisms to enhance the status of Indigenous Peoples. The Indigenous Peoples’ Commission has the mandate to empower this population as well as advocate for their economic, social and cultural enhancement as well as Risk Reduction within this mandate.</p> <p>In this regard, this project supports empowerment and supporting the development of livelihood alternatives to mitigate threats of illegal foresting.</p> |
| | b) Results: FGMC alignment (maximum 600 words) How do your Project outputs and outcomes contribute to the achievement of the FGMC results - outputs, outcome and impact (as set out in the FGMC Logframe)? |
| | With respect to Guyana specifically, the output and indicator target are: OUTPUT Engagement by multiple stakeholders increased and sustained in targeted producer and processing countries. |

² **S**-Specific; **M**-measurable; **A**-Appropriate; **R**-Reliable; **T**-Time bound

| | |
|----|---|
| | <p>Indicator Progress towards effective LAS development and effective implementation.</p> <p>Status and quality of governance, poverty and livelihoods impact assessment of VPA processes (and related forest sector governance reforms)</p> <p>Target Poverty and governance impact monitoring system fully operational.</p> <p>The eventual roadmap developed by community members will have what are the SMART actions contributing to this out / target for Guyana.</p> |
| C3 | <p>Relevance:</p> <p>a) Relevance: Context (maximum 300 words) What is the analysis of the context in which your proposal will function?</p> <p>Linkage to the Joint Road Map: Article 17 of the VPA Standard template caters for the “<i>minimize potential adverse effects on indigenous</i> and local communities [..].” is an indication of the special consideration with respect to the rights of this community. While the NTWG is engaged in study related to “scoping impact” the meaning engagement of this community is very important for sustained communication and development of mitigation effort involving their participation and input in the process. Further the indigenous community owns 14% of Guyana’s land mass and therefore should have an active say with respect to its governance. Indigenous peoples may not be directly exporting timber products to the EU market, but they are critical to the process as rights holders, 9% of Guyana’s population is indigenous, and many communities now have recognized rights over their lands. The Amerindian Act is of particular relevance in this context, as it provides for collective rights and self-determination.</p> <p>The means of engaging the indigenous and local communities will result in embracing local ownership and responsibilities with respect to forest governance and management as a model but would also be transferable to other spheres of lives and livelihood of these communities.</p> <p>b) Relevance: Intervention (maximum 600 words) How will your Project engage with processes that lead to change?</p> <p>Intended outcome: A mindset change of communities where they take ownership and responsibility for addressing the challenges of forest governance, management leading to engagement by multiple stakeholders increased and sustainable which targets d in Progress towards effective LAS development and effective implementation of status and quality of governance, poverty and livelihoods impact assessment of VPA processes (and related forest sector governance reforms)</p> <p>Of the the six steps the step 3: where are we now involves analysis by community members themselves. Of course guided by competent facilitation.</p> <p>Where are we now?</p> |

Outcome: based on a candid conversation, we identify the ‘big steps’ in pursuit of the common dream. We develop trust among ourselves that gives confidence we are pursuing our dream together.

The candid conversation on ‘stepping stones’ will include the major activities of the programme, for example [1] Improved management of forests for poverty reduction; [2] biodiversity conservation; [3] climate protection; [4] mitigation strategies and alternative livelihoods; We will try not to have more than ten big ‘stepping stones’.

The candid conversation will also include a self-assessment on each ‘stepping stone’ based on five levels of competence, viz:

Level 1: we are aware of this but we do nothing;
 Level 2: we are aware of this but we react to doing something occasionally;
 Level 3: we consciously take action on this ‘stepping stone’;
 Level 4: we act systemically or continuously;
 Level 5: we act naturally. This is how we work around here.

For each ‘stepping stone’ participants describe what the level 5 will mean for them on attaining that level, then they will identify which of the five levels they are at now and describe that too.

| Practices | Level 1 | Level 2 | Level 3 | Level 4 | Level 5 |
|--------------------|---------|---------|---------|---------|--|
| Poverty reduction | | | | | We understand our vulnerabilities and have mitigating solutions to deal with them to reduce and manage |
| Climate protection | | | | | Measures to cope and mitigate threats of climate change being implemented and evaluated constantly. |

The level 5 description is an example of what each community will do together. Their doing this via a candid conversation leads to bonding and trust between community members. Ideally, the list of ‘stepping stones’ is arrived at by community conversation in smaller groups then the groups presentations are merged and a title is arrived at. When the final product is arrived at, they then own it, they feel included and a sense of responsibility to work together to achieve the outcomes. Another important element is that when the community identify the level they are at now, they together describe what that means for them. So eventually we have a before and after description as determined by the community members collectively.

C4 Positioning and capability
 Why is your organisation suited to deliver your Project proposal?

| |
|--|
| a) Positioning of your organisation with respect to key stakeholders (maximum 200 words) |
| The Indigenous People's Commission (IPC) is one of four Rights Commissions established under Article 212 G of the Guyana Constitution and tasked, inter alia, with setting up mechanisms to enhance the status of Indigenous Peoples. The Indigenous Peoples' Commission has the mandate to empower this population as well as advocate for their economic, social and cultural enhancement as well as Risk Reduction within this mandate. |
| b) Experience of your organisation (maximum 200 words) |
| The Commission has completed almost similar project with the Environmental Protection Agency. |
| c) Capacity of your organisation (maximum 200 words) |
| The Commission is familiar with the approach for community mobilization. It is interactive and stimulating that encourages members participation that leads to a different way of thinking at the outset which influences a different way of working so that community members take ownership using inherent strengths to address common concerns and common dreams. The Commission used this approach to engage village councils to develop strategic plans in a participatory way. |

| | |
|-------|---|
| Other | |
| C5 | Any other information relating to Section C that you believe is important for us to know. |
| | |

1.1.5

1.1.6 Section D: Project Budget

| | | | |
|----|--|-----------|-----|
| D1 | Project Budget <i>Rough estimate of the cost of the proposal and the grant to be funded by FGMC This should be a rough estimate of the cost of the proposal (and only relate to the funds requested from DFID).</i> | | |
| | Estimate of Total budget (GBP) (Amount to be requested from FGMC) | £ 56,000 | |
| | Rough breakdown of total budget <i>(Either in increments of £100k or 10%)</i> | | |
| | FGMC Logframe Output 1 | £28,000 0 | 50% |
| | FGMC Logframe Output 2 | £ 0 | % |
| | FGMC Logframe Output 3 | £28,000 0 | 50% |
| | FGMC Logframe Output 4 | £ 0 | % |
| D2 | Explanation (if required) | | |

| | |
|----|---|
| D3 | If FGMC is co-funding a project or wider intervention please state: |
|----|---|

| | | |
|----|--|-----------------|
| | Total project cost | £ 0 |
| | Funds already secured (amount): | £ 0 |
| | Funds already secured (donor): | £ 0 |
| | Funds already applied for: | £ 0 |
| D4 | Would your organisation deliver the proposed project activities irrespective of being awarded an FGMC grant? <i>(Yes/No/Maybe)</i> | Choose an item. |
| D5 | Is your proposal dependent on advance funding from DFID or cofinancing from other sources. If so, explain how you would adjust the proposal if this financing was not available <i>(Yes/No/Maybe)</i> | Choose an item. |

| Other | | |
|-------|--|--|
| D6 | Any other information relating to Section D that you believe is important for us to know | |

1.1.7

1.1.8 Section E: Other Information

This section is for information purposes only.

| Annexes | | |
|---------|--|--|
| E1 | Have you attached an annex? | |
| | What is the file name of the annexed document? | |

| Project proposal preparation | | |
|------------------------------|--|--|
| E2 | If invited, how will you develop your full Project proposal? | |

Please remember to submit your Concept Note in line with the following guidance:

- save the Concept Note Form and save the file in a recognised format.
- use the filename **FGMC Grant CN Submission – [your organisation’s name]** .
- **for any attached annex**, use the filename **FGMC Grant CN Submission – [your organisation’s name] Annex** .
- email the document to FGMC-Applications@Kpmg.com .
- enter **FGMC Grant CN Submission – [your organisation’s name]** in the subject line of the email.

Contact us

Forest Governance, Markets and Climate

Programme Management Support Team (PMST)

T +44 (0)20 7311 3760

E FGMC-Applications@kpmg.com

Appendix 4

INDIGENOUS PEOPLES' COMMISSION

Report: Region One Regional Conference

This conference was hosted and coordinated by the Regional Administration, Region 1

It was held at the Primary School in Mabaruma, North West, Region 1 from the 10 to 14, July, 2017 from 08:30 hrs to 17.30 hrs daily.

The purpose of the workshop was to update and to seek feedback from the participants on the upcoming National Toshaos' Council scheduled for next month in Georgetown. The participants included all the Toshaos and Village Captains residing in Region 1.

As part of the strategy to get feedback from the participants, representatives from Ministries (departments) and agencies were invited to make presentations on the mandate and work of their respective departments and agencies. At the end of each presentation, questions and comments were entertained.

IPC Presentation

At the monthly meeting held on June 30th June, 2017, the Commission became aware of this conference. In noting that the Conference presents an opportunity for the Village Leaders in Region 1 to become aware of the Commission's mandate, contact was made with the Regional Administration, Region 1 which led to the Commission through its representatives, Vice Chairperson Yvonne Pearson, Commissioner Patricia Singh and CEO Neil Bacchus attending and participating in the Conference on July 14, 2017.

The CEO made a presentation on the role and what the Commission is all about. This was done using a PowerPoint design where the following was presented:

- The existence of the IPC as a constituted body
- The mandate of the IPC as set in the constitution
- The objectives of the IPC
- The general functions of the IPC
- Accomplishments
- Challenges

Brochures, complaint forms and copies of the Amerindian Act 2006 were distributed to all present

There were about 70 persons present.

The floor was then open for the audience to raised issues and concerns affecting them as well as to make suggestions.

There was one complaint form submitted. The issue raised was access to unused leased land in and around the community at Yarakita for agricultural purposes.

Subsequently, CEO Neil Bacchus had a rendezvous with the Army Commander, Lieutenant Basdeo and the District Education Officer M. De Souza on future collaborate work between the respective agencies.

Prepared and submitted by:



Neil Bacchus

Secretary/Chief Executive Officer

Indigenous Peoples' Commission

Appendix 5

INDIGENOUS PEOPLES' COMMISSION

Report on Cluster Training workshops

Workshop 1

Date of Activities: November 20-23 from 09:00 hrs. to 16.30 hrs. daily

Venue: Four Miles, Matarkai Sub-District, Region 1

Facilitators: Vice Chairperson Yvonne Pearson
Commissioner Patricia Singh
CEO Neil Bacchus

Number of participants: 28

Villages/Communities participated:

- Seaby Village Council
- Four Miles Village Council
- Canal Banks CDC
- Citrus Grove CDC
- One Mile CDC
- Fitzberg CDC
- Oronoque CDC

Workshop 2

Date of Activities: December 3-6, 2017 from 09:00 hrs. to 16.30 hrs. daily

Venue: Paramakatoi, Region 8

Facilitators: Chairperson Doreen Jacobis
Commissioner Matilda Williams
CEO Neil Bacchus

Number of participants: 16

Villages/Communities participated:

- Paramakatoi Village Council
- Taruka Village Council
- Kato Village Council
- Bamboo Creek Village Council

Purpose of the workshops:

- to promote empowerment of indigenous peoples, especially with regard to the village council in the local government system and the scope and authority of the Council of Toshaos
- to promote training and technical assistance to support initiatives by and for indigenous peoples

Expected outcome:

- Amerindian people competent as natural leaders & have management capacity to function as councilors while effectively collaborating with the local government system.
- Indigenous people competent in taking their initiatives and making them into lucrative and sustainable opportunities.

Activities

For both workshops, a participatory approach was taken by the facilitators so as to allow for maximum interaction while enabling a learning environment. The topics

discussed was directed in enhancing the participants abilities to function more efficiently and effectively at the level of their village and community councils. These topics were:

EMPLOYMENT

- Who is employee
- What is employment
- Who is employer
- Termination
- Rights

MANAGEMENT AND ADMINISTRATION

- What is Administration
- Critical Administration Tools
- Meetings
- Chairmanship
- Minute Taking
- Sample of formats for minutes
- Record Keeping
- Public Speaking

LEADERSHIP

- Objectives
- What makes a good leader
- Objectives
- Leadership
- Qualities of a good leader
- The role of a leader
- External Jobs of a leader
- Exercise
- Models of Leadership

- 5 W's and H
- Elements of Good Leadership

TEAMWORK

- Our identity
- What makes you the person you are
- Our Identity
- Types of teams
- Team Dynamics
- Factors that affect the performance of the team
- Characteristics of Team
- Factors that affect the performance of a team
- Conflict Resolution
- What is conflict Features of conflict
- People's styles in a conflict
- Competitive
- Compromising Collaborative
- Accommodating
- Avoiding
- Negotiation
- Common response to conflict
- Healthy way to approach conflict
- Conflict Resolution Process
- Gather information
- Set the scene
- Agree the problem
- Brain Storm Possible solutions
- Negotiate Solutions

FINANCIAL MANAGEMENT

- Objectives

- What a treasurer does
- Treasurers
- Financial Terms
- Record Keeping
- What is a receipt
- Examples of receipts
- Book Keeping
- Income Vs Profits
- Cash Book
- Examples of cash book
- Bank Book
- Assets Book
- Monthly Reports
- Budgeting

At the second workshop in Region 8, presentations on Trafficking – in – Persons and the role and what the Commission is all about was done using a PowerPoint design where the following was presented:

- The existence of the IPC as a constituted body
- The mandate of the IPC as set in the constitution
- The objectives of the IPC
- The general functions of the IPC
- Accomplishments
- Challenges

UNDERSTANDING TRAFFICKING IN PERSONS

- What is Human Trafficking?
- Trafficking
- Trafficking vs. Smuggling/Irregular Migration
- What is the difference between trafficking and exploitation?
- Majority of Trafficked Victims
- Human Rights Approach
- Account must be taken of
- Factors that render victims liable to trafficking
- Three Elements of Trafficking in Persons
- Process, Means and End
- Understanding the terms
- Force, Fraud and Coercion
- Examples of Coercion
- Abuse of power or of a position of vulnerability
- Trafficker's Methods (examples)
- Labour violations and other crimes
- Why do Traffickers do it?
- Why do people let themselves be trafficked?

What are people trafficked for?

- People are trafficked for commercial sexual exploitation
- People are trafficked for Labour
- Potential Sectors for Trafficking in Guyana
- Traffickers can be different kinds of people
- Recruitment Methods
- What draws victims?
- Risk factors for trafficking
- Extra risk factors for child trafficking

Guyana's National Response

- The Combating of Trafficking in Persons Act 2005
- Government ministries responsible for combating human trafficking
- General Identification Principles
- Questions to find out if someone is trafficked
- Case Studies- what would YOU do?

WHY ARE YOU IMPORTANT IN THIS FIGHT AGAINST TIP?

- Who should you contact?

At the end of each presentation, questions and comments were entertained.

Brochures, complaint forms and copies of the Amerindian Act 2006 and the presentations were distributed to all present

Conclusions: At both workshops, the participants expressed their appreciation for the timely intervention made by the Commission in helping them to become better leaders. They have pledged to put into practices what they have learnt so as better manage their villages and communities. They have also called for follow up workshops within their respective communities.



Participant making a point at Four Miles



Participants listening attentively at
Paramakatoi

Prepared and submitted by:

Neil Bacchus
Secretary/Chief Executive Officer
Indigenous Peoples' Commission

Appendix 6

NATIONAL TECHNICAL WORKING GROUP

FINAL PROJECT REPORT

Introduction

The National Technical Working Group (NTWG) and the Indigenous Peoples' Commission (IPC) agreed that the IPC will provide certain services in support of the project entitled "**Supporting the National Technical Working Group in the Voluntary Partnership Process**". The IPC received a **total amount of twenty-five thousand US dollars (US 25,000)** to enable activities. The total sum was disbursed on behalf of the NTWG by the EU FLEGT Facilitation Support Office (FFSO)

Purpose of the Project

Build competence of the Indigenous people with the respect to their rights and participation in the EU FLEGT VOLUNTARY PARTNERSHIP AGREEMENT (VPA) PROCESS

Reporting period of Activities

September 1st 2016 to August 31st 2017

Target Population

- Toshao and council
- Village leaders
- Logging associations
- Loggers

Visits

| Villages | Dates |
|--|--|
| Rockstone | 14 th & 15 th Nov 2016 |
| Malali | 16 th & 17 th Nov 2016 |
| Great Falls | 22 nd & 25 th Nov 2016 |
| Muritaro | 24 th & 25 th Nov 2016 |
| Kimbia (Sandhills & Wiruni participated) | 29 th & 30 th March 2017 |

| | |
|------------------------------------|---|
| Hururu (Wiki/Calcuni participated) | 25 th & 26 th April 2017 |
| Aroima | 10 th & 11 th August 2017 |

Summary of Activities

The Indigenous Peoples (IPC) conducted two (2) sensitizations and seven (7) consultations in Amerindian communities located in Region # 10. (See attached workshops reports and registers of attendance). Although Seven (7) communities were visited, villagers came from ten (10) communities. In total two hundred and twelve (212) persons inclusive of members from three loggers association members benefitted from the consultations/workshops.

Activities

Distribution of resource material from EU FLEGT secretariat

- Annex 1 – Product Scope
- Annex 2 –Guyana Legality Definition including the regulatory Frame Work
- Copies of the Amerindian Act – participants were advised on the areas of relevance to Annex 2

Consultations were done in form of workshops using simple language to meet the needs of the participants. Discussions were encouraged to create an interactive environment so that issues pertaining to logging in the villages could be discussed. In some instances some issues were resolved through discussion or referred to the relevant authorities. Information packages were given to each participant and folders left for members of village councilors who were unable to attend. The participants were encouraged to have further discussions among themselves and to forward any questions or suggestions they may have. IPC brochures were distributed with telephone nos. and contact information so that necessary contact can be made. Registers of participants were maintained at each workshop.

Challenges

- In some instances there were clashing of workshops with village activities and other Governmental/NGOs visits on the same dates

- They were no reviews of the results of the scope of impact study conducted by NTWG since no meeting were held with NTWG or GFC
- Timely disbursements of project funds
- Accessing Villages without permission due to poor communication

Issues concerns/ emanating from workshops

- Issuing of grant concessions by GFC in communities proposed for land titling and extensions
- Training needed prior to implementation to ensure compliance with regulations of VPA
 - GPS
 - Timber grading
 - Impact Felling
 - Tagging of lumber
 - Knowledge of NIS contribution and benefits
 - GRA – taxation of income
 - First Aid training for loggers
 - Training of Forest Rangers for communities
 - Workshops on the Amerindian Act with relevance to Forestry and Governance
 - Child Labor and logging (All villages asked that the age of sixteen (16) be accepted culturally)
 - Local export market and timely payments
 - Access to duty free concession to purchase machinery
 - Access to information to target export market
 - Probable high cost for communities to meet eligibility to participate in the implementation stage of Guyana’s EU FLEGT VPA process
 - Concerns of extension of land for logging and forestry concessions being granted by GFC
 - Standard measurement to be established (same measurement for logs leaving community to the sawmill)

Finance

| | | |
|-------------|-----------|---------------------------------|
| Received | 5,169,757 | disbursed in three (3) tranches |
| Expenditure | 4,957,808 | |
| Balance | 211,949 | (returned to NTWG) |

Table 1 - Expenditure for reporting period

| Line Item | Amount |
|----------------|------------------|
| Meals | 2,124,930 |
| Accommodation | 624,280 |
| Transportation | 1,726,614 |
| Stationery | 405,072 |
| Rental | 70,000 |
| Bank Charges | 6,912 |
| Total | 4,957,808 |

Recommendations

- Dissemination of updates regarding the progress of the VPA must be timely and continuous
- Prior training in the areas relevant to the VPA must be done in a timely manner in order for communities to benefit and be involved in the process optimally.
- The GFC and NTWG need to engage the communities to follow up on concerns raised during consultations to give them a sense of involvement in the process

Conclusion

All villages welcomed the information disseminated and recommended that more time be given for discussions on the topics presented. Participants agreed that with support from EU FLEGT VPA and the already existing mechanism illegal logging can be curbed, contributing to a more sustainable approach to forest management. Participants were very optimistic in the reality of exportation directly to the EU. They were eager for the relevant training to be realized so as to pursue employment, increased income and business development.

Prepared by:



Neil Bacchus, **Grant Manager**

Indigenous Peoples' Commission

Appendix 7



Audit Office of Guyana

*P.O. Box 1002, 63 High Street, Kingston, Georgetown, Guyana
Tel: 592-225-7592, Fax: 592-226-7257, <http://www.audit.org.gy>*

AG: 29/2020

19 February 2020

REPORT OF THE AUDITOR GENERAL
TO THE INDIGENOUS PEOPLES' COMMISSION
ON THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2017

Opinion

I have audited the financial statements of the Indigenous Peoples' Commission, which comprise the statement of financial position as at 31 December 2017, statement of receipts and payments for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Indigenous Peoples' Commission as at 31 December 2017, and its financial performance for the year then ended in accordance with Generally Accepted Accounting Principles (GAAPs).

Basis for Opinion

I conducted my audit in accordance with International Standards on Auditing (ISAs) issued by the International Federation of Accountants (IFAC), the International Standards of Supreme Audit Institutions (ISSAIs) and the Audit Act 2004. My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the Commission in accordance with the ethical requirements that are relevant to my audit of the financial statements in Guyana, and I have fulfilled my other ethical responsibilities in accordance with these requirements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of Management and those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with GAAPs, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Those charged with governance are responsible for overseeing the Commission's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs and ISSAIs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of my audit in accordance with ISAs and ISSAIs, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



D. SHARMA
AUDITOR GENERAL

AUDIT OFFICE
63 HIGH STREET
KINGSTON
GEORGETOWN
GUYANA

Indigenous Peoples' Commission
Statement of Financial Position as at December 31, 2017

ASSETS

| | Notes | 2017 | 2016 |
|--------------------------|-------|----------------|----------------|
| Non-current Asset | | | |
| Furniture and equipment | 4 | 756,180 | 581,280 |
| Current assets | | | |
| Cash & cash equivalents | | - | - |
| TOTAL ASSETS | | 756,180 | 581,280 |

EQUITY AND LIABILITY

Equity

| | | | |
|----------------------|---|---------|---------|
| Capital contribution | 4 | 756,180 | 581,280 |
|----------------------|---|---------|---------|

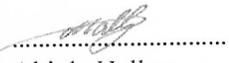
Current liability

TOTAL EQUITY AND LIABILITY

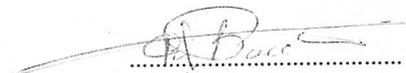
| | | | |
|-----------------------------------|--|----------------|----------------|
| | | - | - |
| TOTAL EQUITY AND LIABILITY | | 756,180 | 581,280 |

These financial statements were approved by the Commission on

Prepared By:


 Abiola Halley
 Finance Officer
 Human Rights Commission

Accounting Officer:


 Neil Bacchus
 Chief Executive Officer
 Indigenous Peoples' Commission

The notes form an integral part of these financial statements.



Audit Office of Guyana

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109/SI.:72/2020

19 March 2020

Mr. Neil Bacchus
Chief Executive Officer
Indigenous Peoples' Commission
Queenstown
Georgetown.

Dear Mr. Bacchus,

AUDIT OF FINANCIAL STATEMENTS OF THE INDIGENOUS PEOPLES' COMMISSION FOR THE YEAR ENDED 31 DECEMBER 2017

We are pleased to inform you that the audit of the financial statements for the Indigenous Peoples' Commission has been completed. The following report arising out of the audit is forwarded for your information.

2. The audit was conducted in accordance with the International Standards of Supreme Audit Institutions (ISSAIs) and the International Standards on Auditing (ISAs), issued by the International Federation of Accountants (IFAC) and the Audit Act 2004. These standards require that the audit be planned and performed to obtain reasonable assurance about whether the financial statements are free from of material misstatements.
3. The main purpose of the audit was to express an opinion on the financial statements and evaluate the operations of Indigenous Peoples' Commission to ascertain whether:
 - (i) The financial statements have been properly prepared, in accordance with applicable laws and properly present the operations and affairs of the Indigenous Peoples' Commission.
 - (ii) The accounts have been faithfully and properly kept.
 - (iii) The rules, procedures and internal management controls are sufficient to secure effective control on the assessment, collection, and proper allocation of revenue.
 - (iv) All monies expended and charged to an account have been applied to the purpose or purposes for which they were intended.

- (v) Essential records are maintained, and the internal management controls and rules and procedures established and applied are sufficient to safeguard the control of stores and other property.

Findings

4. We have examined the statement of financial position and statement of receipts and payments together with the relevant records and supporting documents and found that there were no significant matters that should be reported.

General

5. The Audit Office wishes to express its gratitude for the co-operation given to its officers during the course of the audit.

With kind regards.

Yours sincerely,


★ Ms. H. Rajkumar ★
Audit Manager (ag)
for Auditor General

- c.c. Mr. Michael B. Joseph
Finance Secretary
Ministry of Finance
- c.c. Ms. Jennifer Chapman
Accountant General
Accountant General Department

