

1ST PROJECT STEERING COMMITTEE (PSC) AND EXPANDED 6TH TECHNICAL CENTRE FOR DISASTER RISK MANAGEMENT, SUSTAINABILITY AND URBAN RESILIENCE (DiMSUR) EXECUTIVE BOARD MEETING

24 June 2020

PRESENT:

Madagascar

- Mr RABE Harimanana, General Director regional planning, Ministère de l'Aménagement du Territoire et des Travaux Publics (MATP)
- Ms. Monique RAKOTOARISON, Consultant, ONU-Habitat Madagascar
- Ms. Sandrine ANDRIANTSIMIETRY, National Project Manager, ONU-Habitat Madagascar
- Prof. RANDRIANALIJAONA Tiana Mahefasoa, Director Multidisciplinary Department on Disaster and Risk Management, DMGRC, University of Antananarivo
- Ms. Jane Alice Laurette RAZANAMIHARISOA, Autorité Nationale Déléguée Fonds Adaptation, BN-CCCREDD+, Ministère de l'Environnement et du Développement Durable (MEDD)
- Ms. RANAIVOSON Haritiana, DDSRDD, Direction Générale du Développement Durable, Ministère de l'Environnement et du Développement Durable (MEDD)
- Ms. Lovakanto RAVELOMANANA, Directeur du Bureau National des Changements Climatiques, du Carbone et de la REDD+ (BN-CCCREDD+), Ministère de l'Environnement et du Développement Durable (MEDD)
- Ms. RAHANITRARIVONY Zo Sitraka, CSPPRU/Direction du Développement Urbain Durable, Ministère de l'Aménagement du Territoire et des Travaux Publics (MATP)
- Mr ANDRIANIRINA Harifidy, Directeur de l'Observatoire de l'Aménagement du Territoire et du Foncier, Ministère de l'Aménagement du Territoire et des Travaux Publics (MATP)
- Mr ANDREAS Jonathan Mickaël, BN-CCCREDD+, Ministère de l'Environnement et du Développement Durable (MEDD)
- Mr ARITIANA Faly, Mr John R., Representatives from Bureau National de la Gestion des Risques et Catastrophes BNGRC
- Mr RAJAOFERA Eugène, Directeur des Affaires Générales Régionales, Menabe region
- Mr RAHARISON Désiré Armand Maire pi Morondava
- Mr ANDRIAMIALY Mario, Mairie Morondava

- Mr ZAFINANDRO Yves Laurent Charlin, Mairie Morondava

Malawi

- Mr. Stern Kita, National Project Manager, UN-Habitat
- Ms. Bettie Dube, Director, Department of Urban Development
- Mr. Samuel Gama, Ministry of Disaster Management Affairs and Public Events, on behalf of James Chiusiwa
- Lingalireni Mihowa, Country Director, Oxfam in Malawi
- Elias Khozombwe, Deputy Country Director, Oxfam in Malawi
- Steve Kuliya, Livelihood Resilience Programme Manager, Oxfam in Malawi
- Joseph Moyo, Humanitarian Programme Manager, Oxfam in Malawi

Mozambique

- Ms. Sofia Santos, National Director, Directorate of Housing and Urbanization, Ministry of Public Works, Housing and Water Resources (MOPHRH)
- Mr. Joaquim Langa, National Director, Directorate of Land and Territorial Development (DNTDT), Ministry of Land and Environment (MTA)
- Ms. Juvenalia Mandlate, National Director, Directorate of Urban Development (DNDA), Ministry of State Administration and Public Function (MAEFP)
- Ms. Lidia Cossa Camela, Mayor of Chokwe Municipality
- Mr. Bartolomeu Chauque, Project Focal Point, Chokwe Municipality
- Ms. Evangelina Fondo, Municipal Technician, Chokwe Municipality
- Mr. Feliciano Mataveia, Institutional Focal Point for DiMSUR, National Institute of Disaster Management (INGC)
- Prof. Alberto Mavume, Eduardo Mondlane University (UEM)
- Mr. Domingos Couane, Office of Coordination and Reconstruction Post Disaster (GACOR), National Institute of Disaster Management (INGC)
- Mr. Belem Monteiro, Deputy General Director, National Institute of Disaster Management (INGC)
- Mr. Higinio Rodrigues, National Director, Office of Coordination and Reconstruction Post Disaster (GACOR), National Institute of Disaster Management (INGC)
- Ms. Guilhermina Amurane, National Directorate of Land and Environment, National Ministry of Land and Environment (MTA)
- Mr. Tavares Caniua, Project Focal Point, National Directorate of Climate Change (DMC-MTA)
- Mr. Inacio Tesoura, project Focal Point, National Directorate of Urbanisation and Housing (DNUH)- MOPHRH))
- Mr. Zeca Viagem, Project Focal Point, National Directorate of Urban Development (DNDA – MAEFP)
- Mr. Neivaldo Nhandunge, project Focal Point, National Directorate of Land and Territorial Development (DNTDT- MTA)
- Ms. Rosalina Naife, National Directorate of Environment (DNA – MTA)
- Mr. Wild do Rosario, Head of UN-Habitat Country Programme

- Ms. Marcia Guambe, National Project Manager, UN-Habitat

Union of Comoros

- Mr. Hamidi Soulé, National Project Manager, UN-Habitat
- Mr. Tackfine Ahmed, Directeur Général de la Sécurité Civile
- Mr. Mohamed Abdou, Directeur de l'aménagement et de l'urbanisme
- Mr. Fawaz Moumine, Point Focal Fond d'Adaptation
- Mr. Soulé Hamidou, Doyen de la Faculté des Science et Technique (Université des Comores)
- Mr. Arimiyat Mattoir, SG Mairie de Moroni
- Mr. Mohamed Mhoudine, Conseiller municipale Mairie de Moroni
- Mr. Abdallah Mohamed Kassim, conseiller Municipal Mairie de Moroni
- Mr. Ahmed Ouledi, President Association Ulanga
- Mr. Tony, Association Banda Bitsi
- Ms. Echat Said Bacar, Représentante communauté « Coulée de lave »
- Mr. Mohamed Hamid, représentant communauté « Medina”
- Ms. Abi Abdallah Youssouf Nadjah, technicien DGSC

UN-Habitat

- Mr. Oumar Sylla, Regional Representative for Africa
- Mr. Mathias Spaliviero, Senior Human Settlements Officer, Regional Office for Africa (ROAf)
- Ms. Fruzsina Straus, Human Settlements Officer, Regional Office for Africa (ROAf)
- Ms. Lynne Karago, Communications Officer, Regional Office for Africa (ROAf)
- Mr. Ammar Ismail, consultant, Regional Office for Africa (ROAf)
- Ms. Selene Angelone, consultant, Regional Office for Africa (ROAf)

Oxfam

- Ms. Silvia Testi, Regional Project Coordinator, on behalf of Nellie Nyangwa, Regional Director, Oxfam Southern Africa
- Mr. Riccardo Sansone, Head, Humanitarian Office
- Ms. Benedetta Gualandi, Urban Resilience Expert
- Ms. Rita Di Pietrangeli, Grant Manager
- Ms. Petra Mugelli, National Civil Service Volunteer
- Mr. Tommaso Chiarelli, Intern

Other DiMSUR Executive Board members:

- Prof. Christo Coetzee, North-West University

To note: representatives from SADC Disaster Risk Reduction Unit could not participate but they will be duly informed of the outcomes of this meeting, and their presence to the next one will be guaranteed.

Chairman: Mr. Tackfine Ahmed, Director General of Civil Security of the Union of Comoros

AGENDA ITEM	SUMMARY	RECOMMENDATIONS AND DECISIONS
<p>Opening Session</p>	<p>1. Moderator: Mathias Spaliviero, UN-Habitat</p> <ul style="list-style-type: none"> • The Project Steering Committee of the Adaptation Fund project is an enlarged executive board of DiMSUR. • UN-Habitat is currently the secretariat interim of DiMSUR. <p>2. Welcome Remarks: Oumar Sylla, Regional Representative for Africa, UN-Habitat</p> <ul style="list-style-type: none"> • With this project, UN-Habitat’s hopes that DiMSUR can finally be fully operationalized, with its headquarters in Maputo, an Executive Director and a full team on board. <p>3. Chair of the Steering Committee Meeting: Mr. Tackfine Ahmed, Director General of Civil Security of the Union of Comoros</p> <ul style="list-style-type: none"> • The city of Moroni in Comoros is experiencing rapid urban growth and increased vulnerability. • The CityRAP tool is being implemented and adapted in Moroni and has resulted positive impact. • UN-Habitat’s work in the country include land-use planning in Moroni, establishment of inventory of the greenhouse gas emissions strategies and adaptation of mitigation plans for the city. • The government of the Union of Comoros has made exemplary efforts in supporting these initiatives. 	

<p>Introductions of members present</p> <p>Presentation of DiMSUR by Mathias Spaliviero on behalf of UN-Habitat Secretariat</p>	<p>Discussion and main comments:</p> <ul style="list-style-type: none"> • Madagascar, Malawi Mozambique and the Union of Comoros are vulnerable to the same type of disasters i.e. floods, cyclones, drought and earthquakes. • The four countries requested for the establishment of DiMSUR where the process began in 2008. • In 2014, the flagship tool for DiMSUR was developed. This tool is called CityRAP. • DiMSUR, a technical non-political organization, aims to serve the countries in the Southern Africa region in a progressive manner. Over the years, countries such as South Africa, Namibia, Zambia have expressed a strong interest in joining the centre. • In 2017, Mozambique approved to host DiMSUR as an international organization. • DiMSUR’s organogram comprises of the conference of ministers, the executive board, the secretariat and a consultative group of experts who can advise the strategic orientation of DiMSUR. • The centre aims to be an effective catalyst and major partner of disaster risk management and climate change adaptation in southern Africa through six strategic priority areas. • The following projects are currently underway: <i>Project 1</i> - Strengthening urban resilience in south-east Africa funded by the UN Development Account (UNDESA). Recommendations made from this project have contributed to the development of component 2 (National Level) of the project, ‘Building Urban Climate Resilience in South Eastern Africa’. 	

	<p><i>Project 2</i> – Mainstreaming Urban Risk Management and Resilience in Southern Africa funded by the World Bank.</p> <p><i>Project 3</i> – Building Urban Climate Resilience in South Eastern Africa funded by the Adaptation Fund.</p>	
<p>Adoption of the Minutes of the 5th DiMSUR Executive Board Meeting</p>	<p>Discussion and main comments:</p> <ul style="list-style-type: none"> • Chair: Review the minutes from the previous Executive Board Meeting held in Maputo. 	<ul style="list-style-type: none"> • Minutes were adopted with no remarks or additional comments from members of the steering committee.
<p>Agreement on the TORs for the Project Steering Committee</p>	<p>Discussion and main comments:</p> <ul style="list-style-type: none"> • Chair: Review of the Terms of Reference for the Project Steering Committee. <p><u>MALAWI:</u></p> <ul style="list-style-type: none"> • Suggestion to make an amendment the language of Point 1 under roles and responsibilities to read as ‘Provide direction’ instead of ‘Provide comments’. • Request to have the Permanent Secretary as the high-level representative of the country at the Project Steering Committee. <p><u>MADAGASCAR:</u></p> <ul style="list-style-type: none"> • Suggestion to improve working modalities by providing members of the committee with substantive information to enable them to have a tangible impact. This includes provision of more information and knowledge of the local situation on the ground for better familiarity with local contexts. 	<ul style="list-style-type: none"> • It was agreed to change bullet point 1 in role and functions to read as: Review, discuss and provide <u>strategic direction</u> and main recommendations to the annual narrative reports prepared and presented by the Executing Entities during the annual PSC meetings; It was agreed to move bullet point 1 after point 4. • It was decided to integrate the academic institutions, i.e. the University of Comoros and Eduardo Mondlane University in the Project Steering Committee. However, all institutions are represented at the national level coordination team. The representative should be director level. • Recommendation: The Project Steering Committee has been embedded in the structure of DiMSUR to strengthen the centre and enable its continuity beyond the project duration of the Adaptation Fund project hence the decision to

	<p>Comments:</p> <ul style="list-style-type: none"> The coordination committee at the national level and coordination committee for the city of Morondava are in place to help improve working modalities. The city level and national level coordination reports to the steering committee and meets twice a year. The steering committee should have the capacity to focus on the local context. <i>To note:</i> There is a new executive secretary for the Disaster Risk Management of Madagascar. <p><u>MOZAMBIQUE:</u></p> <ul style="list-style-type: none"> On membership of the steering committee through Academic Networks, Mozambique requested for the possibility of having Eduardo Mondlane University in Mozambique included as a member the Steering Committee. The university actively follows the project activities and contributes to the strategic planning. There is need for clarity on the roles of DiMSUR here in Mozambique in regards to the national directorate. Currently, representatives of the national directorate and government are part of the executive board of DiMSUR. Requested to identify exactly which national entities should be involved. For example, there are different national directorates. The government is still learning about the governance of DiMSUR and its structure. Members agreed on the ToR and responsibilities for the steering committee. <p>Comments:</p> <ul style="list-style-type: none"> The ToR of the Project Steering Committee are different to the ToR for the DiMSUR Steering Committee which have already been adopted. 	<p>make the Project Steering Committee the Executive Board of DiMSUR.</p> <ul style="list-style-type: none"> Recommendation: For the National institutions in the Project Steering Committee, there can only be a maximum of two or three representatives. Recommendation: Malawi can include the Permanent Secretary representative at the Project Steering Committee. While for Comoros the representation can be at the level of the Director General. This will accommodate the governance of different countries.
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	<ul style="list-style-type: none"> • There is no objection to including the two Academic Institutions as members of the Project Steering Committee. However, membership to the DiMSUR Executive Board requires review of the membership charter. This can be done in the months ahead. <p><u>COMOROS:</u></p> <ul style="list-style-type: none"> • Request to have Academic institutions represented in Project Steering Committee. • Request for status update on the premises of DiMSUR in Maputo. • Request for Project Steering Committee representation to be at the level of Director General. <p>Comments:</p> <ul style="list-style-type: none"> • There is a lease agreement with Eduardo Mondlane University to use part of the premises which are ready with furniture and is ready for occupation. 	
<p>Overview of the project governance framework and DiMSUR Secretariat recruitment plan</p>	<p>Discussion and main comments:</p> <ul style="list-style-type: none"> • The Adaptation Fund Project has funds to recruit the Executive Director of DiMSUR to help streamline knowledge management and countries learning from each other on their best practices. • Virtual meeting helped to save a lot of funds from logistics of convening a physical meeting. These funds can be used to recruit the DiMSUR secretariat. • Project Steering Committee will be informed of the recruitment process of DiMSUR secretariat. • Executive Director of DiMSUR should be endorsed by the Executive Board. 	

<p>Overview of 2020-21 workplan, implementation strategy and monitoring framework</p> <ul style="list-style-type: none"> • City-level activities 	<p>Discussion and main comments:</p> <p><u>MORONDAVA:</u></p> <ul style="list-style-type: none"> • Presentation of the geographical location, including the social and economic activities in the city. In Morondava there is a large portion of inhabitants with no occupation due to the dismantling of the industrial plants, and the city is exposed to natural disasters such as flooding, canal overflows, cyclones. • <i>Main Issues:</i> expansion of informal settlements, households set up in areas in low regions, poor drainage in the city, ineffective management of solid waste due to overflows, open air defecation along the coastline, canals built which sometimes flood cities in the event of hurricanes which cause damage, deforestation because the city lacks heating instruments. <p>Priority Activities for the first year include the following:</p> <ul style="list-style-type: none"> • <i>Priority areas:</i> Rehabilitation of mangroves, urban greening interventions in high risk areas, early warning system for floods, construction of resilient multi-purpose safe havens, improved drainage capacity, reconstruction of bridges, enhancing drainage capacity, improving solid waste management. • <u>To note:</u> CityRAP enabled city resilience planning, helping to validate action plans for resilience. <p><u>ZOMBA CITY:</u></p> <ul style="list-style-type: none"> • <i>AF project Sub projects:</i> City-wide early warning system, construction of evacuation centres, construction of drainage channels, activities for improving solid waste management, construction & rehabilitation of bridges and dams, sustainable forest management. 	<ul style="list-style-type: none"> • At the city level, the Municipality of Moroni will provide office space to OXFAM to support the operational activities of the organization. • Recommendation: We should make use of the current project to help establish a bigger project as well as make use of partnerships with other ongoing initiatives in the four countries such as World Bank.
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	<p>Priority Activities for the first year include the following:</p> <ul style="list-style-type: none"> • Community mobilization and awareness of project to clarify roles of locals; Construction works to review and design project, bills of quantities and tender documents for projects to be implemented; Capacity building of coordination structures in the city; City coordination meetings to be held periodically to plan for further implementation of the project and share experiences; Support of joint monitoring and evaluation. <p><u>CHOKWE MUNICIPALITY:</u></p> <ul style="list-style-type: none"> • Overview of Chokwe Geographical location including it's social and economic activities. • Resilience program was initiated in 2013 with UN-Habitat. Several priority areas were defined during this activity. These included; Improvement of drainage system, improvement of solid waste management, early warning sign systems for floods at community level, construction of safe havens. <p>Priority Activities for the first year include the following:</p> <ul style="list-style-type: none"> • Strengthen local capacity to improve the economy and health; Adopt a participatory approach involving different stakeholders; Improve solid waste management, reinforcement of systems and reinforce the capacity of infrastructure; Reorganize informal settlements in the context of solid waste management; Establish a project to reconstruct community centres; Reform early warning systems; Improve roads & empower the local community. <p><u>MORONI MUNICIPALITY:</u></p>	
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	<ul style="list-style-type: none"> • Overview of project and vulnerability of Moroni to different hazards such as floods and cyclones. Project is inscribed within the national development plan and national strategy for risk reduction. <p>Priority Activities for the first year include the following:</p> <ul style="list-style-type: none"> • Infrastructural drainage systems, solid waste management, early warning systems, water harvesting. 	
<p>Overview of 2020-21 workplan, implementation strategy and monitoring framework</p> <ul style="list-style-type: none"> • National-level implementation 	<p>Discussion and main comments:</p> <p><u>MADAGASCAR:</u></p> <p>Priority Activities for the first year include the following:</p> <ul style="list-style-type: none"> • Project will support activities at the national level; City level projects fulfill the legislation in Madagascar. • Project contributes to the ratification of Madagascar in the climate change convention at COP21 and all other engagements in the field of climate change at the international level. <p><u>MALAWI:</u></p> <p>Priority Activities for the first year include the following:</p> <ul style="list-style-type: none"> • Scoping of stakeholder activities to understand local context ongoing • A number of policies are in line with the AF project to be implemented. These include: <ol style="list-style-type: none"> a) National Disaster Risk Management Policy which aims to guide disaster risk management implementation across the country. b) National Urban Policy which provides a framework for guiding urban development programs across the country. 	

	<p>c) National Climate Change Policy which provides strategic direction for Malawi priority areas in climate change matters.</p> <ul style="list-style-type: none"> • Development of strategies that governs implementation of Disaster Risk Management in the country. These strategies are aligned with the CityRAP tool. • Urban Resilience interventions present are being supported by UNDP, & Malawi Red Cross. • Steering committee does not consist of ministers or politicians, only technical officers. The Permanent Secretaries are the highest level technical officers and are also the decision majors. • Dissemination and publicising of social and environmental safeguard instruments will be done to help shape implementation of the project moving forward. <p><u>MOZAMBIQUE:</u></p> <p>Priority Activities for the first year include the following:</p> <ul style="list-style-type: none"> • Achieve desired results, taking into account the ongoing Climate Change in the region; engage national government to support the project. • There are different initiatives in regards to climate change, approval by the council of ministers. • The project is accommodative in risk management, climate change adaptation to ensure effective support. <p><u>COMOROS:</u></p> <p>Priority Activities for the first year include the following:</p>	
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	<ul style="list-style-type: none"> Support the preparation of guidelines and tools for disaster risk reduction and urban resilience; facilitate the replication of the project across other cities in the country. <p><u>OXFAM</u></p> <ul style="list-style-type: none"> Acknowledge ownership of project at different levels in the four countries. <i>Priorities Areas:</i> To work closely with the government, youth and beneficiaries as part of the implementation of the project. 	
<p>Overview of 2020-21 workplan, implementation strategy and monitoring framework</p> <ul style="list-style-type: none"> Regional coordination and information sharing 	<p>Discussion and main comments:</p> <ul style="list-style-type: none"> Engagement with SADC will commence periodically. Exchange of knowledge and lessons learned will commence after the first year. 	<ul style="list-style-type: none"> Recommendation: Madagascar, Malawi and the Union of Comoros requested Mozambique to engage SADC and provide a brief of the current project status and other ongoing activities for DiMSUR. This will make sure DiMSUR is formally endorsed at the highest level and will enable other countries to join DiMSUR. Key decision: Mozambique accepted to follow up with SADC.
<p>Discussion of COVID-19 related contingencies for project implementation</p>	<p>Discussion and main comments:</p> <ul style="list-style-type: none"> Key statement document circulated outlines the agreement with different stakeholders on how to commence with activities within the different countries and cities in terms of social distancing, hygiene and everyone engaging in our activities. 	<ul style="list-style-type: none"> Recommendation: Review the COVID 19 document shared with members of the project steering committee and provide additional comments where needed.

	<ul style="list-style-type: none"> No need for reprogramming the current project activities as some which are related to WASH principles. 	
<p>Next meeting and chairperson</p>	<ul style="list-style-type: none"> At the next Steering Committee meeting, the current chair will hand over to the incoming chair. 	<ul style="list-style-type: none"> Key decision: Selection of chair to go in alphabetic order. Therefore, the next chair will be Madagascar.
<p>Operationalizing the Project and Next Steps</p> <ul style="list-style-type: none"> Debrief from each Working Group Work plan, implementation strategy and governance framework Stakeholder engagement strategy – who we need to engage at each level and how Environmental and social safeguards, gender and youth Knowledge management, communications strategy and advocacy 	<p>Discussion and main comments:</p> <p><u>MADAGASCAR</u></p> <ul style="list-style-type: none"> Established a full composition of the National Coordination Team following the guidelines. <p>Comments:</p> <ul style="list-style-type: none"> Need for comprehensive work plans from all the countries which will be consolidated into a full work plan for year 1 including the regional component. Initial stakeholder mapping done in each of the countries to help identify which governmental and non-governmental entity needs to be engaged at different stages of the project implementation. <p><u>MALAWI</u></p> <ul style="list-style-type: none"> Consultation to be done with different stakeholders such as the roads authority for the construction of bridges will be done to ensure effective implementation of the project. 	<ul style="list-style-type: none"> Key decision: Madagascar National Coordination team will commence to have first meeting mid-July. Key decision: Work plan for each country to be finalized once the national coordination teams meet. These should be prepared by 31 July 2020. Recommendation: Each country to send to UN-habitat Secretariat. UN-Habitat to consolidated to send to the Project Steering Committee. Recommendation: Each committee team should have a small number of members such as 20 for efficiency and clear accountability. Recommendation: Country teams should include media or journalism entities in their national or city level coordination teams. Gender Balance Budgeting – The project has allocated a location-specific gender- assessment budget. The

- The national coordination team will comprise of, but not limited to, the ministry of environment and roads authority, department of urban development, University in Malawi, World Bank, UNDP, Department of water resources, journalists, OXFAM etc.
- At the city level in Zomba City, the city project team will consist of the mayor, technical officer, engineers & office of planning, four community representatives, department of forestry, department of environmental affairs, private sector, OXFAM etc.

Project implementation influencing factors

- Engagement and participation of women in project activities.
- Need for clear policies and guidelines on strategies focused on urban issues - existing policies & guidelines are focused on rural areas only.
- Clarity on required number of representatives at the national & city level committees.
- Malawi team is working on finalizing the project committee memberships at the national & city level. Letters will be sent next week to nominated members of the technical committee and confirm of their participation.
- Need to disclose social safety grants and other tools including targeted communities in Zomba.
- Output 2.2 on Work Plan - Starts in year 2 because training materials are prepared in Year 1 to identify capacity gaps and identify training areas to be done. Recruitment will need to be done to help implement the training.

MOZAMBIQUE:

- There is a need for creating an enabling environment at the national level for DiMSUR to facilitate inter-country experience sharing. On

exercise will be conducted with UN-Habitat in-house colleagues and Malawi will be included in the activity. Leveraging on OXFAM for guidance in gender and social inclusivity should also be explored.

- **Recommendation:** Community representatives should be included at the city level and not the national level. National level community representatives are not necessary as this may affect the number of participants. To be discussed further during the first project coordination team.
- **Recommendation:** At least 50% of the budget goes to the direct physical implementation. The project steering committee needs to avoid recruiting many consultants. OXFAM is there as the main implementing partner alongside DiMSUR.
- **Recommendation:** Mainstream all parts related to knowledge in order for this to be executed by DiMSUR and create an enabling sustainable working environment.
- **Recommendation:** Climate change adaptation plans cannot be changed. There's a need for impact in the areas where project will be implemented.
- **Key decision:** Each country to have a look at the environmental and social safeguard plan for acknowledgement and endorsement at the national level.

the city-level committees, more work needs to be done to identify the different stakeholders.

- Mozambique team is establishing an engagement with the national government through the national institute of disaster risk management as part of the National Coordination Team. The current two national entities in the Project Steering Committee will also be involved in the national coordination team at the national level.

COMOROS

- Comoros team will work on reaching more stakeholders at the **community levels**. Consultations were done and activities can be implemented in other neighbourhoods.

Stakeholder Engagement Strategy – outlines who we need to engage at each level and how. This activity includes:

- a) Stakeholder mapping
 - b) Clarity of which stakeholder should be engaged
 - c) Different teams mentioned the different stakeholders widely
- Countries have requested for more time to identify the specific stakeholders to be involved. Initial ideas include; Engaging the private sector in Malawi.

Environmental and Social Safeguard Strategy

- Adaptation Fund expects the group to endorse the plan in the project. Implementation will be discussed later. That plan is being reviewed ahead of the national coordination.

Knowledge Management, Advocacy & Communications & Strategy

- Develop national strategies for information sharing. Develop national and city level strategies for communicating the impact and outcome of the project.
- Adopt visually impactful communication tools to document the entire process now. Setting up communications channels and tools to enable easy knowledge sharing.
- Engage with media partners, social media and other relevant stakeholders from the onset.

Communication and Advocacy Strategy

- Currently being developed to provide guidance on how to communicate the activities and impact of the project in a uniform way. The strategy will also include templates for producing communications materials.