



Netherlands Commission for
Environmental Assessment

Capacity Development for EIA in Central–Africa Concluding Programme Implementation Report

Memorandum by the NCEA



1 April 2014



Advice of the Secretariat

To DGIS/DME

Attn Mr Rob van der Boom

CC SEACA, Mr Dieudonné Bitondo

From Netherlands Commission for Environmental Assessment (NCEA)
Gwen van Boven
Reinoud Post

Date April 1, 2014

Subject **Capacity Development for EIA in Central Africa – Concluding Programme Implementation Report**
Year-by-year report of programme inputs and outputs

By: the Secretariat of the Netherlands Commission for Environmental Assessment – Gwen van Boven/Reinoud Post

Advice 2014-03

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1. Introduction

Since 2007, the NCEA on behalf of DGIS has executed a support programme for EIA associations in eight countries in Central Africa. The long term objective of the programme was to allow national associations for environmental assessment to contribute effectively to the development of EIA as an instrument for good governance, sustainable development and poverty alleviation. More concretely, the programme envisaged the strengthening of the national associations of EIA practitioners and the regional umbrella organisation SEACA, allowing them in turn to support government agencies responsible for EIA to improve incorporation of environmental considerations in decision making. In the end, this was to result in improved national EIA systems in each of the participating countries.

The programme has come to an end in 2013. As the programme has intervened at different levels, its results can also be measured in a variety of ways. A technical analysis of EIA systems and improvements to those systems during the period of PAANEEAC has been done in each of the participating countries. These so-called EIA mappings are available through the NCEA and SEACA. A separate report on evaluation of outcome and impact of the PAANEEAC programme has been made and is available through the NCEA as well.



Office of SEACA and the national association in Cameroon.

This document reports on the input and activities of the programme. The programme consisted of two elements: on the one hand, core funding was provided to the national associations for their daily functioning. At the same time, a technical programme on capacity building for EIA was carried out. The report starts with a narrative description per year in Chapter 2, providing insight in the evolution of the programme. In the second part of this report, detailed overviews are provided of the inputs and results of each of the two programme elements (Chapters 3 and 4, respectively). Finally, an overview of products and how to access them is provided.

Parallel to this technical report, a financial report has been prepared. The two documents are being submitted to DGIS together to administratively conclude the programme.

2. Year-by-year narrative report

2.1 2008: Kick-off

Administratively, DGIS started financing the PAANEEAC programme in 2007. In reality however, it took most of 2008 for the eligible national EIA associations to sign contracts with the NCEA: much longer than originally expected. Most of the national associations still had to register in their respective countries in order to be recognized by their government as NGOs. This registration was in turn required by the banks for the associations to be allowed to open bank accounts. Finally, by the end of 2008, the associations of Chad and Rwanda still had not managed to get registered. However, SEACA and the EIA associations of Burundi, Cameroon, the Central African Republic and the Democratic Republic of Congo had signed contracts with the NCEA and had therefore formally started with the PAANEEAC programme. All these associations had received a one-time investment budget as well as their first annual subsidy, and had started renting & refurbishing their offices and recruiting an office manager. The associations of Congo Brazzaville and Gabon received their first funding for the year 2009.

The formal kick-off of the programme took place during the first annual meeting of SEACA, in November 2008 in Douala, which gathered the representatives of all participating EIA associations and their office managers, as well as the EIA administrations of their countries. NCEA was present as an observer. During this meeting, it became apparent that very little experience existed within the network regarding governance of professional organisations. No administrative or financial management systems existed yet, neither did the associations have experience with the organisation of events. Back-to-back with the meeting, therefore, training sessions were organised for the office managers on book keeping, internal communication, and organisation of events. A simple book keeping system as well as a series of check-lists was prepared and made available for the associations (see chapter 5).

| Month | Country | Activity |
|----------|----------|--|
| November | Cameroon | SEACA annual meeting |
| November | Cameroon | Training for office managers on bookkeeping (by ITC) |
| November | Cameroon | Training for office managers on communication & organisation of events (by NCEA) |

Table 2.1: An overview of centrally coordinated activities under PAANEEAC in 2008. Information on functioning of and activities by national associations can be found in chapters 3 & 4.

2.2 2009: Organisational strengthening

In the course of 2009, the association of Rwanda managed to join the programme. Chad, unfortunately, did not recognise the association, which therefore did not manage to get registered and partake in PAANEEAC. This year, the programme intended to start technical capacity building for EIA in the countries, but the experiences in 2008 and the quality of the first reporting in 2009 made the NCEA and SEACA decide to focus more intensely than foreseen on coaching & strengthening the organisational and administrative skills of the participating associations. Time was spent on setting up the book keeping system of each association. Approval of administrative requirements such as annual technical and financial reports, and annual activity plans, turned out not to be a simple check of quality but required instead an intense process of coaching and revision. An additional training session on fund raising and proposal writing was organised in Kinshasa, for all office managers. NCEA paid a visit to each association for a two-day coaching and planning meeting.

As a result, the participating associations started functioning more and more professionally. The number of paying members increased. The associations of Burundi, Cameroon and Congo developed their first project proposals that met the standards for financing under PAANEEAC. The annual meeting of SEACA was organised in Kigali this time, and was organised back-to-back with the first international seminar with the theme 'Environmental assessment and choices in energy and mining in Central Africa'.



At the national association in Congo: Chair Louis BIBIZI, Secretary Gaston KITEMO, NCEA's programme manager Reinoud POST, Vice chair Joel LOMETO, SEACA Executive Secretary Dieudonné BITONDO

| Month | Country | Activity |
|--------------------|---------|--|
| January – February | all | Monitoring & coaching visit to SEACA and all associations (by NCEA) |
| June | RDC | Training for office managers on fund raising (by MDF Central Africa) |
| November | Rwanda | SEACA annual meeting and 1 st international seminar |

Table 2.2: An overview of centrally coordinated activities under PAANEEAC in 2009. Information on functioning of and activities by national associations can be found in chapters 3 & 4.

2.3 2010: Training of Trainers

With the improved functioning of the associations, more time and capacity became available for capacity development on technical aspects related to EIA and the national EIA system. A series of studies, seminars and training sessions was envisioned by each of the associations. Instead of providing trainers and resource persons from Europe, the NCEA intended to build capacity for training on EIA in the region itself. To this end, the national associations entered into agreements with educational institutes and universities in their countries to come to a selection of five future trainers. Only the association in DRC did not manage to organise a team of trainers and did therefore not participate in the Training of Trainers (ToT).

In two groups of three countries, an intense ToT programme was set-up for the teams of trainers, which consisted of a regional training of 7 days, followed by a pilot training session in each of the countries, and concluded by a second regional re-enforcement session. The ToT focused on didactical and training skills, as well as on technical EIA knowledge and skills. The NCEA developed the ToT approach and worked together with MDF Central Africa to conduct the training sessions and act as coach for the teams and individual trainers.



Regional Training of Trainers session in Burundi with at the left, NCEA's trainer Josefien DE KWAADSTENIET

Soon after the ToT, individual associations started organising training sessions and seminars, especially in Burundi and Cameroon. Details on this can be found in chapter 4. Organising technical training sessions greatly helped strengthen the position of the national associations within their country: visibility increased and more and more, EIA administrations started asking inputs and opinions from the association. Also at a regional level, the network started to gain respect as a centre of expertise on EIA. IUCN Netherlands, for example, contracted SEACA to execute a project on knowledge development on extractive industries in the Central African region.

The year was concluded with SEACA annual meeting in Brazzaville, Congo. The meeting was preceded by the second international seminar, with the theme 'Environmental assessment and forestry governance in Central Africa'. During the seminar, SEACA and COMIFAC announced a partnership with the aim to work on harmonized directives for EIA in the forestry sector in Central Africa.

| Month | Country | Activity |
|-------------|---------------------|--|
| Jan – Feb | all | Monitoring & coaching visit to national associations (by NCEA) |
| February | Burundi | 1 st regional ToT for Burundi, Rwanda, Congo (by NCEA & MDF Central Africa) |
| Feb – March | all 3 | National pilot sessions (with NCEA & MDF coaches present) |
| March | Congo | 2 nd regional ToT for Burundi, Rwanda, Congo (by NCEA & MDF Central Africa) |
| April | Bangui | 3 rd regional ToT for Cameroon, CAR, Gabon (by NCEA & MDF Central Africa) |
| April – May | all 3 | National pilot sessions (with NCEA & MDF coaches present) |
| May | Gabon | 4 th regional ToT for Cameroon, CAR, Gabon (by NCEA & MDF Central Africa) |
| June | Gabon | Monitoring & coaching visit to EIA association (by NCEA) |
| June | Sao Tomé & Príncipe | Visit to assess options to have Sao Tomé & Príncipe adhere to SEACA and participate in the programme (by SEACA & NCEA) |
| November | Congo | SEACA annual meeting and 2 nd international seminar |

Table 2.3: An overview of centrally coordinated activities under PAANEEAC in 2010. Information on functioning of and activities by national associations can be found in chapters 3 & 4.

2.4 2011: Technical capacity development

This year was characterised by increased autonomy by the national associations in the execution of activities financed by the programme. The role of NCEA and SEACA focused on coaching and back-stopping on the development of project proposals and applications for funding. Especially coaching on the development of training sessions, choosing the right didactical approaches, took time. Several associations started negotiations with the EIA administration in their countries on joint project proposals to be submitted to the programme. Cameroon was the first to secure funding for such a joint project, in the context of improving the legal framework for environmental assessment.

Regionally, SEACA continued building successful partnerships with international organisations. For example SIFEE, the international association for EIA in French-speaking countries,

asked SEACA and the national association in Cameroon to organise its annual international summer course and conference.

This time, the annual meeting of SEACA and its members was held in Bujumbura, Burundi. The related international seminar, themed 'environmental assessment and sustainable land management in Central Africa', was well attended and attracted attention of a diversity of organisations. The Central African Economic Union attended, and publically expressed an interest to assist SEACA in its endeavour of setting up a regional network of EIA administrations. Also, the results of a study on environmental norms and standards were presented during the seminar. Financially, the seminar was a success as well: the national association in Burundi had managed to secure several additional contributions by other donors, rendering this third seminar in SEACA's lifetime the first to be a source of revenue for the network.



National EIA Association with Chair Bernadette HABONIMANA
with NCEA's programme manager Gwen VAN BOVEN

| Month | Country | Activity |
|--------------------|---------|---|
| January – February | all | Monitoring & coaching visit to national associations (by NCEA) |
| May | Mexico | Presentation of programme & of Coaching/ToT approach at International Association for Impact Assessment annual conference (by NCEA & SEACA) |
| April – November | all | Study on environmental norms & standards (by NCEA & SEACA) |
| November | Burundi | Training on bookkeeping for office managers (by NCEA) |
| November | Burundi | SEACA annual meeting and 3 rd International Seminar |

Table 2.4: An overview of centrally coordinated activities under PAANEEAC in 2011. Information on functioning of and activities by national associations can be found in chapters 3 & 4.

2.5 2012: Joint programmes & Systems thinking

The year 2012 was a year of extremes in the programme. Unfortunately, contracts had to be ended with two national EIA associations, which therefore had to leave the programme: that of DRC because of inactivity and irregularities in the administration, the one of Gabon because of inactivity. This was positively countered by an increasing activity by the remaining national associations and SEACA.

On the positive side, the year was marked by increased professional independence of associations, both in terms of organisation as technically, as shown by improved book keeping, and by implementation of a range of PAAN activities. After years of investment, improved relations with EIA administrations paid off through the preparation of joint projects focusing on strengthening of the EIA system, such as the legal framework and access to information. With a better understanding of the EIA system came the insight that investing in a good EIA procedure is important but not enough. Other enabling conditions and often weak spots in the system such as a solid financing structure for EIA, and an effective compliance and enforcement after EIA or project approval, need(ed) attention as well. For this reason, all associations organised national seminars on inspection & enforcement. The NCEA contributed by inviting the Dutch environmental inspection. In addition, the NCEA launched a study into financing mechanisms of EIA and EIA governance that are applied world wide. The findings are translated to the cases of the five participating PAANEEAC countries with specific recommendations on how to set up or strengthen their respective financing mechanisms for EIA.

The rotation schedule of annual meetings meant that in 2012, SEACA organised its meeting of members in Bangui, Central African Republic. Among other things, SEACA decided to adopt new statutes and internal regulations, helping it to become more professional. The meeting was held back-to-back with the by now annual International Seminar, with the theme 'Actual Situation of Environmental Assessment in Central Africa'. In follow up to last year's expression of interest to get involved, the CEEAC facilitated a meeting with the EIA administrations on the establishment of a governmental network on EIA.



Executive Secretary of SEACA, Dieudonné BITONDO (middle) with current Environment Minister and former Chair Paul DOKO of the national association in the RCA (left) and Chair of the Burundese association Bernadette HABONIMANA

| Month | Country | Activity |
|--------------------|---------|---|
| January – February | all | Monitoring & coaching visit to national associations (by NCEA) |
| 2012–2013 | all | Study on financing mechanisms in EIA (by INECE, NCEA & SEACA, during 2012 – 2013) |
| July – September | all | Seminar on Compliance & Enforcement (by NCEA & Dutch Inspection) |
| November | CAR | Training on bookkeeping for office managers (by NCEA) |
| November | CAR | SEACA annual meeting and 4 th International Seminar |

Table 2.5: An overview of centrally coordinated activities under PAANEEAC in 2012. Information on functioning of and activities by national associations can be found in chapters 3 & 4.

2.6 2013: Consolidation & results

While originally, 2012 was meant to be the last year of the PAANEEAC programme, all parties involved agreed that a lot remained to be done and the budget was not yet exhausted. Donor DGIS agreed to a budget-neutral extension of one year, which would allow making up for the time lost by the slow start of the programme in 2008.

On the one hand, in 2013 the programme focused on assessment of progress made: evolution of the EIA systems in the participating countries through EIA mapping workshops, and an evaluation of the outcome of the programme. In addition, during the annual meeting in November 2012 it was jointly decided that an extension would also need to focus on consolidation of on-going initiatives, strengthening and maximising results of on-going efforts rather than initiating new activities that could not be given sufficient follow-up in the little time remaining in the programme.

To strengthen the position of the associations and enhance their chances of attracting future partnerships, it was decided to publish a book on the programme. Also, a series of national trainings for media and journalists as well as the production of communication materials was financed, allowing more effective promotion of the tool EIA and the role of the associations. Training sessions on proposal development was organised in all countries, targeting the executive level and selected members of the associations. Four out of five associations opted for a follow-up training of trainers, to strengthen and expand the existing national teams. The association in Cameroon judged it more urgent to invest in follow-up on the inspection seminars. A small study was financed by PAANEEAC and carried out through the CEEAC, to assess best options to organise and consolidate a network of EIA administrations.

The annual meeting and fifth international seminar entitled 'Evolution of environmental assessment systems in Central Africa: the contribution of the PAANEEAC programme' marked the technical end of the programme in Douala in SEACA's host country Cameroon. The results of the mapping exercise, with analysis of future needs for each of the countries, were discussed at the seminar. The results of the study on financing mechanisms, that the NCEA launched the previous year, were presented and made available through an interactive PDF allowing for easy access to this rich resource. The seminar drew a wide interest among others

from UNESCO which hosted and financed a special forum on the integration of risks related to climate change in EIA.

| Month | Country | Activity |
|--------------------|-------------|---|
| January – February | all | Monitoring & coaching visit to national associations (by NCEA) |
| March – April | All | Training on proposal development (by NCEA with local consultant) |
| April – May (July) | All (CAR) | EIA mapping workshops (by NCEA & SEACA) |
| May | Rwanda | 1 st ToT refresher course for Rwanda & Burundi (by NCEA) |
| May | Netherlands | EIA mapping results analysis (by NCEA & SEACA) |
| June – July | | EIA mapping feedback workshops (by NCEA & SEACA) |
| May – July | all | Evaluation (by S. Nooteboom) |
| July – September | all | Training on EIA for media (by SEACA & associations) |
| August | CAR | 2 nd ToT refresher course for CAR & Congo (by NCEA) |
| August | CAR | Training on proposal development (by NCEA with local consultant) |
| September – | all | Study on setting up of regional network of EIA administrations (RACEEAC) to be hosted by the Central African Economic Community (CEEAC) |
| October | Cameroon | Publication of book on programme (by SEACA and NCEA with contributions from all national associations) |
| October | Cameroon | SEACA annual meeting and 5 th International Seminar (concluding meeting of programme) |

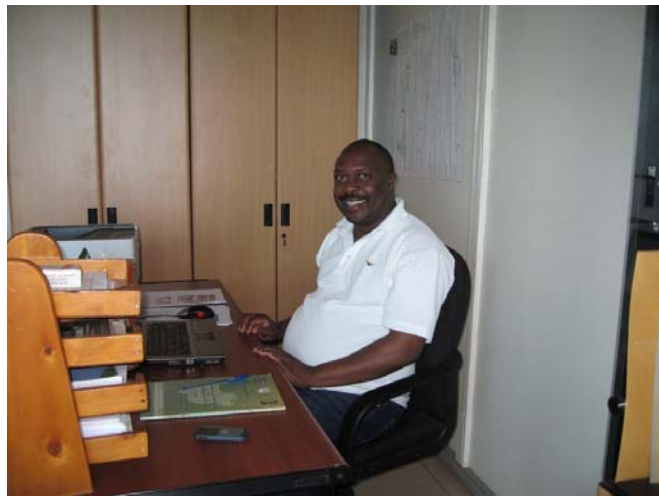
Table 2.6: An overview of centrally coordinated activities under PAANEEAC in 2013. Information on functioning of and activities by national associations can be found in chapters 3 & 4.

2.7 Looking forward

As of 2014, the EIA associations and SEACA will need to continue functioning without the financial support from PAANEEAC. The associations of Congo and the CAR have some savings but it remains uncertain whether this will be sufficient for a longer period of functioning. However, it looks like the associations of Burundi, Rwanda and Cameroon have secured sufficient savings to cover the rent, related bills and salary of the office manager for at least one year. SEACA does too, and may even have enough savings to cover the next two years of functioning. While this means that these associations have not yet achieved longer term financial autonomy, this might give them sufficient time to find new financial support from other donors.

While PAANEEAC and its related financial resources end, the NCEA will remain available for technical assistance, especially in DGIS partner countries. The NCEA has been asked to continue coaching SEACA and provide backstopping on the technical functioning of the network. To this end, the two organisations have signed a MoU covering the period 2014–2018. The

CEEAC has asked the NCEA to be available as partner to the future network of EIA administrations, which it aims to establish from 2014 onwards. This would also involve SEACA and would allow the NCEA (among others) to broker for regional independent review capacity, regional harmonisation of EIA systems and a regional protocol for exchange of information on transboundary impacts. Furthermore, the national associations in Burundi and Rwanda have asked for a continued coaching by the NCEA. So have the administrations in those DGIS partner countries. These discussions between the associations and NCEA have already resulted in the signature of bilateral MoUs for the period of 2014–2018, the requests by the administrations are currently being formalised.



Chair Innocent BIZIMANA at the office of the national association in Rwanda

3. Overview: indicators of functioning of associations

Legend names associations: Bu = Burundi, Cam = Cameroon, CAR = Central African Republic, Co = Congo Brazzaville, DRC = Democratic Republic of Congo, Ga = Gabon, Rwa = Rwanda

| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
|---|------------------------------|--------------------------|------------------------------|---------------------|--------------------|--------------------------------|
| 1. Contract signed | Bu, Cam, CAR, DRC, Ga, SEACA | Co, Rwa | | | | |
| 2. Seed funding received (1x) | Bu, Cam, CAR, DRC, Ga, SEACA | Co, Rwa | | | | |
| 3. Offices installed and equipped | Bu, Cam, CAR, DRC, Ga, SEACA | Co, Rwa | | | | |
| 4. Permanent staff hired | Bu, Cam, CAR, Co, DRC, SEACA | Ga, Rwa | | | | |
| 5. Permanent staff replaced | | CAR, Co | | Cam, Co, Rwa, SEACA | Bu, CAR, SEACA | Bu |
| 6. Annual report and annual plan approved ¹ | all | all | all | all ² | all | all |
| 7. Financial report including administration (cash and bank) approved | all | all | all | all | all | On-going |
| 8. Website online ³ | - | - | - | - | SEACA ⁴ | Bu, Cam, Car, Rwa ⁵ |
| 9. Project proposal(s) submitted to PAANEEAC ⁶ | Bu, Cam, SEACA | Bu, Cam, Car, Co, SEACA | all | all | all | all |
| 10. Project financing secured externally | Cam, SEACA | Cam, Car, Co, Rwa, SEACA | Bu, Cam, Car, Co, Rwa, SEACA | Bu, CAR, SEACA | SEACA | SEACA |
| 11. Core funding secured externally | | Car ⁷ | | | | |
| 12. Funding secured for at least one year functioning beyond PAANEEAC | | | | | | Bu, Cam, Rwa, SEACA |

¹ The Associations in DRC and Gabon have not been able to continue participation in the programme due to non-respect of their contract with the NCEA in 2010. This is why they do not appear in this table after 2010. Further information related to this issue can be found in the financial report.

² Due to the above, 'all' from 2010 onwards excludes the associations in Gabon and the RDC

³ Several websites/pages have been put online during the years (esp. SEACA) but they never were sufficiently updated to be considered functional, until 2012

⁴ www.SEACAonline.org

⁵ www.abeie.org.bi, www.acameeonline.org, www.acapee.org, www.apeier.org

⁶ Option available for national associations only

⁷ ACAPEE is country representative for IUCN CARPE and as such receives 25000 CFA/month

4. Overview of capacity development activities funded through PAANEEAC

Legend names associations: Bu = Burundi, Cam = Cameroon, Car = Central African Republic, Co = Congo, Rwa = Rwanda

| A. National activities eligible for funding from PAANEEAC to support the administration (carried out/coordinated by the national EIA Associations) | | | | | | |
|---|---------|------|------|------|--------|--------------|
| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| 1. Joint project with EIA administration to revise/strengthen legal framework | | | | Cam | Bu, Co | |
| 2. Joint project with EIA administration on information in EIA | | | | Cam | Co | Bu, Car, Rwa |
| 3. Seminar for decision makers in EIA | | Co | Cam | Bu | | Rwa |
| 4. Seminar for decision makers on financing mechanisms for EIA ⁸ | | | | | | |
| 5. National seminar on EIA | Bu, Cam | Car | | | | |

| B. Other national activities eligible for finance from PAANEEAC (carried out/coordinated by the national EIA Associations) | | | | | | |
|---|------|------|---------|--------------|-----------------------|-----------------------|
| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| 1. National seminar of the EIA association | | Cam | Bu | | | |
| 2. Training to improve EIA system | | | | Car, Co, Rwa | Cam | |
| 3. Seminar on EIA review | | | | | Cam, Co | Rwa |
| 4. Seminar on Monitoring & Inspection | | | | | Bu, Cam, Car, Co, Rwa | |
| 5. Training on Scoping | | | Bu, Cam | Co | Rwa | |
| 6. Training on EIA writing | | | Cam | Bu, Rwa | Co | |
| 7. Training on Review | | | Cam | | Rwa | Co |
| 8. Study Financial sustainability EIA association | | | Bur | | | |
| 9. EIA Mapping | | | | | | Bu, Cam, Car, Co, Rwa |
| 10. Workshop Results EIA Mapping | | | | | | Bu, Cam, Car, Co, Rwa |
| 11. Seminar results PAANEEAC | | | | | | Rwa |

⁸ A worldwide study on financing mechanisms for EIA has been launched by the NCEA, with specific case studies into the financing mechanisms and practice in the five PAANEEAC countries. As this study was conducted in the final stages of the programme, the results and recommendations were not yet available for national presentation. As a consequence, these seminars have not (yet) been held.

| C. Regional activities eligible for funding from PAANEEAC (carried out/coordinated by SEACA) | | | | | | |
|---|-------------|-------------|-------------|-------------|-------------|-------------|
| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| 1. Training of Trainers in EIA | | | √ | | | |
| 2. Study on financing mechanisms for EIA | | | | | √ | √ |
| 3. Annual meeting SEACA | √ | √ | √ | √ | √ | √ |
| 4. International seminar (linked to annual meeting) | | √ | √ | √ | √ | √ |

| D. Extra activities, not originally foreseen but funded by PAANEEAC | | | | | | |
|--|-----------------------------|-------------------------------------|-------------|-------------|-------------|-----------------------------------|
| | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| 1. Training in financial management & communication | By NCEA, for all, in Douala | | | | | |
| 2. Training in writing project proposals | | By NCEA & MDF, for all, in Kinshasa | | | | |
| 3. Training in fund raising | | | | | | By NCEA, in Bu, Cam, Car, Co, Rwa |
| 4. Refresher Training of Trainers | | | | | | By NCEA in Bu, Car, Co, Rwa |
| 5. Follow-up Inspection Seminars | | | | | | Cam |
| 6. Training on EIA for journalists | | | | | | Bu, Cam, Car, Co, Rwa |
| 7. Production promotional materials | | | | | | Bu, Cam, Co, Rwa, SEACA |
| 8. Study on regional network of EIA Associations | | | | | | CEEAC in all countries |
| 9. Publication book ('ouvrage collectif') on programme | | | | | | By SEACA, NCEA, and all NAs |

5. Overview of products

| Category/Product | Information | Availability |
|-----------------------------------|---|---|
| Tools & Approaches | | |
| EIA Mapping tool | Products include Excel mapping tool, facilitators manual, formats for analysis of results, key sheets, and workshop reports. Training of facilitators and/or facilitation of mapping workshop can be provided. | Upon request via NCEA In English, French, Spanish, Portuguese |
| Training of Trainers for EIA | Products include ToT approach, programmes and modules, visual report on training methods, etc. Training or ToT sessions can be facilitated | Upon request via NCEA In French, English |
| Diverse Training tools | Set of formats for <ul style="list-style-type: none"> - Needs analysis - Trainer's notes - Evaluation forms & analysis tools | Upon request via NCEA |
| Diverse ToR | Set of ToR elaborated by NCEA for the organisation of seminars, such as: <ul style="list-style-type: none"> - Inspection & enforcement - EIA for media - Fund raising - Financing study (English) - EIA-mapping - etc | Website NCEA In French |
| Publications & Studies | | |
| Ouvrage collectif (Oct 2013) | Publication by SEACA, NCEA and national associations entitled « <i>Evolution des systèmes d'étude d'impact sur l'environnement en Afrique Centrale : rôle des associations nationales de professionnels</i> » | NCEA Website & library Available in French; English version expected early 2014. Physical copies can be ordered |
| Financing Study (2013/2014) | Study on financing mechanisms for EIA world wide, with case studies on five Central African countries. | NCEA Website The case studies on Central Africa are available as interactive PDF (in French). |

| | | |
|--|--|---|
| | | The final publication will be available early 2014 (in French and in English) |
| Environmental Norms & Standards (2011) | Study by SEACA, NCEA and national associations | NCEA Website In French |
| Legal handbook EIA in Central Africa (August 2011) | Report by SEACA and the national associations entitled « <i>Etat des lieux du cadre légal, institutionnel et procédural de l'évaluation environnementale en Afrique Centrale</i> » | NCEA Website In French |
| Checklists organising events (2008) | Set of five checklists by NCEA on event organisation 1) Overview event organisation 2) Characteristics of events 3) Event organisation in detail 4) Equipment and materials 5) Team composition | NCEA Website In French |
| Other | | |
| Video PAANEEAC | Short promotional video on PAANEEAC | Website NCEA In French with English subtitles |
| Presentation PAANEEAC at IAIA 2011 | PPT by NCEA entitled: "Building Capacity for EIA in Central Africa" | Website NCEA In English |
| Presentation Training of Trainers at IAIA 2011 | PPT by NCEA entitled: "Training of Trainers in the Central Africa programme" | Website NCEA In English |
| Administration & financing | Diverse administrative documents and (elements of) systems, such as: - excel book keeping system - request for funding form - format concept notes activities | Upon request via NCEA In French |
| Diverse programme reports | All annual technical and financial reports, all annual plans of SEACA and national associations | Upon request via NCEA or SEACA In French |