

Program partners:

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## **REGIONAL TRAINING WORKSHOP ON ENVIRONMENT, COMMUNITY, HEALTH & SAFETY IN THE LOW VALUE MINERALS AND MATERIALS (LVMM) SECTOR**

**SUVA, FIJI**

**DECEMBER 1 - 4, 2015**

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**RETURN TO WORK (RTW) PLANS FOR UNDP SPONSORED PARTICIPANTS**

## I. RETURN-TO-WORK PLANS

Return to Work projects are a valuable mechanism for workshop participants' personal and professional development. As part of your sponsorship, you are required to develop a return-to-work plan on a project you will undertake on your return, applying the knowledge and skills gained from workshop to influence change.

Periodic follow-up on the progress of implementation of the plan will be undertaken by UNDP, with the first update expected at the 2-month mark, in February 2015. A subsequent follow-up in April 2016 will be undertaken and periodic follow-ups thereafter.

## II. REPORTING STRUCTURE FOR RETURN-TO-WORK PLANS

To facilitate ease of reporting and follow-up on your return to work project, the structure below outlines the key project elements that need to be covered in the reporting. **Please submit a draft Return to Work Project (RWP)** using the structure provided below.

### REPORTING STRUCTURE

GENERAL INFORMATION	
<b>Name(s):</b>	Fiji Group
<b>Details:</b> Position: Email: Phone no (office + mob):	NDM's Technical Working Committee
<b>Brief Description of the project:</b>	<p>A national committee made up of representatives from various stakeholders in the NDM industry in Fiji is currently non-existent but is necessary to ensure that issues related to the industry are debated and decision making processes are inclusive, transparent, are in line with all relevant national legislations and policies and creates win-win situations for all parties involved.</p> <p>This committee will also provide a platform for strengthened and strategic partnership between government, private sector, civil societies and communities to come together to discuss best practices and guidelines, identify gaps within current national policies and ways to improve the NDM industry in Fiji to ensure:</p> <ul style="list-style-type: none"><li>• reduced environmental impacts</li><li>• Equitable returns to the communities</li><li>• Economic viability of the industry</li><li>• Improved health and safety within the workplace</li><li>• Reduced health impacts to nearby communities</li></ul>
<b>Expected Outcomes:</b>	<ul style="list-style-type: none"><li>• A nationally endorsed NDM Technical Working Committee</li><li>• First sitting for the committee</li></ul>
<b>Expected Outputs:</b>	<ul style="list-style-type: none"><li>• Government endorsed Terms of Reference for a NDM technical working committee developed through an inclusive and consultative process</li><li>• Government endorsed membership of the committee that is made up of at least one representative from each stakeholder group that is also gender balanced</li></ul>

	<ul style="list-style-type: none"> <li>Minutes of the first committee meeting</li> </ul>
<p><b>Please describe how you plan to implement the return to work project:</b>(outline key partnerships and collaborations across sectors in your country as well as any joint collaboration with other countries)</p>	<ol style="list-style-type: none"> <li>1. First is to seek approval from relevant government agencies and authorities to set up a national NDM working committee</li> <li>2. Invite relevant members/stakeholders to be part of the core group to discuss roadmap to establish the NDM Technical Working Committee and its ToR. Most of the members are part of the return to work group which makes thing easier.</li> <li>3. Convene a stakeholder consultation to draft the ToR and proposed membership of the NDM Committee.</li> <li>4. Partnership – Stakeholders will include but not limited to MLMR, iTLTB, NGO &amp; CS, Private sector, DoE, MMRDNMO</li> <li>5. Finalise and endorse the ToR and membership of the NDM Technical Working Committee</li> <li>6. Call for 1<sup>st</sup> meeting of the NDM Technical Working Committee</li> </ol>
<p><b>What indicators of success will you employ?</b> (include indicators of success that go beyond activity-level implementation)</p>	<ul style="list-style-type: none"> <li>Minute records of the meetings to draft the ToR of the NDM Technical Working Committee.</li> <li>NDM Technical Working Committee formally established and endorsed and actively carrying out its roles as per the ToR</li> <li>NDM Technical Working Committee meeting minutes</li> <li>Legislative and policy Gaps Identified and recommendations made and advocated at national level</li> <li>Positive Changes happening in terms of NDMs in Fiji</li> </ul>
<p><b>What other strategic opportunities have you identified that will contribute to the success and sustainability of your project?</b> (include opportunities linked to national level policy, strategies and programmes as well as linkage to sub-regional and regional agenda)</p>	<ul style="list-style-type: none"> <li>Strategic partnership with diverse members representing Government, Industries, Civil Society Organizations and communities sharing lessons, resources, expertise, better coordination, etc</li> <li>Training and capacity building opportunities</li> <li>Opportunities to collaborate with other relevant nationally established committees such as the Protected Areas Committee, National Wetlands Steering committee, etc</li> </ul>
<p><b>What aspects of the training will be most useful in implementing your project?</b> Explain</p>	<ul style="list-style-type: none"> <li>And increased understanding and knowledge on the NDM industry including opportunities to improve current NDM issues in Fiji and other Pacific Island Countries</li> <li>Lessons shared by other PIC delegates based on their experiences working in the NDM industry</li> <li>Friendship and partnership with relevant stakeholders including facilitators that were part of the training that has</li> </ul>
<p><b>What are your future plans?</b> (include any additional capacity building needs for your professional development that you have identified during the course of the workshop).</p>	

### III. SUBMISSION DATE OF THE DRAFT RETURN-TO-WORK PROJECT

The draft Return to Work project is due **by Monday 14 December 2015** and should be sent to: Lacina Pakoun (lacina.pakoun@undp.org)