

**Field Guide
for the
Facilitator**

**PNG-METT-2: The Management
Effectiveness Tracking Tool for
Papua New Guinea**



PNG-METT-2:

The Management Effectiveness Tracking Tool for Papua New Guinea

Final Version – August 2021

Prepared by:

Fiona Leverington, Ann Peterson, Gregory Peterson and Maureen Ewai

For PNG Conservation and Environment Protection Authority (CEPA)

This version of the METT is adapted from:

Leverington F, Peterson A, Peterson G 2017. The PNG-METT. A method for assessing effectiveness in Papua New Guinea's protected areas, SPREP, Apia. Available at:
http://www.pg.undp.org/content/dam/papua_new_guinea/docs/Publications/GEF%20Publication%20s/5.%20PNG%20METT_Low_res.pdf.

Stolton S, Hockings M & Dudley N. 2020. Management Effectiveness Tracking Tool. Reporting progress at protected area sites: Fourth Edition. Excel workbook and guidance. Available at:
<https://www.protectedplanet.net/en/thematic-areas/protected-areas-management-effectiveness-pame>.

Booker F & Franks P 2019. Governance Assessment for Protected and Conserved Areas (GAPA) Methodology manual for GAPA facilitators. IIED, London.

Affiliations

Fiona Leverington, Ann Peterson, Gregory Peterson and Maureen Ewai conducted this project through Protected Area Solutions Pty Ltd. under contract to UNDP.

In addition Ann is an Honorary Associate Professor with The University of Queensland, School of Earth and Environmental Sciences. This author appreciates the University's continuing support.

Citation

Leverington F, Peterson A, Peterson G & Ewai M. 2021. The PNG-METT-2. The Management Effectiveness Tracking Tool for Papua New Guinea. Contributions provided by the PNG METT Working Group and staff from the Conservation and Environment Protection Authority, PNG.



Contents

Part 1: Basic information about the protected area	1
Part 2: What makes this protected area special and important?	7
(1) Your ideas - “What do you like about your protected area?”	7
(2) Checklist of protected area values	7
(3) What are the main values of your protected area?	9
(4) What are the main benefits or positive impacts and changes arising from your protected area?	10
(5) What are the main negative impacts resulting from your protected area?	11
Part 3: What are the threats to the protected area?	12
Part 4: What is the management like in the protected area?	20
Part 5: Condition and trend of protected area values	50
Part 6: Recommendations or ways forward to improve management effectiveness	51
References	52

List of Tables

Table 1: Protected area information	1
Table 2: Checklist of protected area values NOW	8
Table 3: Protected Area Main Values	10
Table 4: Protected Area Main Positive Impacts, Benefits, Changes	10
Table 5: Negative impacts from our Protected Area	11
Table 6: Protected Area Threats	15
Table 7: Threat ranking	19
Table 8: Management Effectiveness Scorecard	21
Table 9: Condition and trend of protected area values	50
Table 10: Overall recommendations for the protected area	51
Table 11: Strengths and challenges identified by the Facilitators and Recorders	52

List of Figures

Figure 1. Flow chart for assessing threats to the protected area	13
--	----

Please Note:

This PNG-METT-2 Field Guide for the Facilitator contains detailed notes and instructions to enable the Facilitator to conduct an effective and reliable assessment of protected area management effectiveness.

The participants from the protected area that is being assessed will use a simplified version of this Guide i.e. without the detailed notes.



Part 1: Basic information about the protected area

This information is very important. **Please fill in all the questions. Some information can be pre-filled before the METT assessment** (and checked by the PA representatives).

Table 1: Protected area information

Question or issue	Information for Facilitator
1. Country	Papua New Guinea
2. Location of protected area:	Include a brief description and map reference , if possible, and include the nearest big town. Include Port Moresby GPS as a point of reference. Please pre-fill this information.
2a. Province/s	Consult a map of PNG's provinces, districts, LLGs and wards and prefill the information required (Q2a-2d). Please pre-fill this information.
2b. District/s	Please pre-fill this information.
2c. Local level government(s)	Please pre-fill this information.
2d. Wards (Name and/or number)	Provide the Ward name(s) and number (if known), or where there are many wards, please indicate the number of wards only. Please attach a list if there are many wards. Please pre-fill this information.
3. Name of the protected area	Include the full name (e.g. Varirata National Park) – includes both gazetted and non-gazetted PAs. This should be the name included on any official list (gazetted by the government, on the World Database of Protected Areas etc), and also the proposed name if the PA is not gazetted. If the site is known by more than one name, or if the name has changed recently, include alternatives, stressing which one is now the "official" name. Please pre-fill this information.
3a. CEPA protected area site code	Please insert the site code number that is used within CEPA. If there is no code use the first four letters of the protected area's name. Please pre-fill this information.
4. World Database of Protected Areas site code	These codes can be found on www.protectedplanet.net/en/thematic-areas/wdpa?tab=WDPA . Each PA has a unique identifier code. To find the code, type the name of the PA into the search function, open the record for the site and the WDPA ID is listed on the top left of the page. Please pre-fill this information.
5. Date when the protected area was formally established	Format: DD/MM/YYYY (for example, 21/01/1987). The date of establishment should be provided in the Gazettal Notice, or on the WDPA record. If the date is not recorded, indicate the date when the protected area was agreed by the government. If the PA has not been formally gazetted, please indicate the date when an agreement was reached (e.g. between the landowners, LLG, provincial or national government) to conserve all or part of the area. Please pre-fill this information.
5a. Gazettal information or designation information (what does the date above refer to?)	Please note what the date refers to e.g. legal establishment, government announcement, self-declaration by a community etc. If gazetted (provide the reference for gazettal e.g. Gazette

Question or issue	Information for Facilitator
	No 88, 12 October 1972). For other designations include Memorandum of Understanding, or indicate whether an agreement has been made with Clan leaders, LLGs, national or provincial government etc. For sites where designation has changed over time (e.g. a WMA is changed to a national park), list both dates, if possible - first give the date of establishment of the PA and then the later change in national designation. Please pre-fill this information.
6. What is the size of the protected area (in km ²)?	This information can be found on the site record of the WDPA, or the latest PNG gazettal notice. Please pre-fill this information.
7. Protected area designation(s) : What level or kind of protected area is it?	This refers to the national PNG category given to the PA e.g. under existing legislation this may include National Park, Wildlife Management Area, Sanctuary, Reserve, Conservation Area, Locally Managed Marine Area etc; or under the new PA Act – National Marine Sanctuary, Community Conservation Area, Locally Managed Marine Area etc). Note that a PA can comprise more than one category or type of PA. Please pre-fill this information.
8. IUCN Protected area category	PAs may also be identified by the national government as falling into one of six IUCN management categories, including: 1: Strict Nature Reserve/Wilderness Area; 2: National Park; 3: Natural Monument; 4: Habitat/Species Management Area; 5. Protected Landscape/Seascape; 6: Managed Resource Protected area, OR as Not Recorded, OR Don't Know. IUCN categories are usually listed nationally and on the site record of the WDPA. www.protectedplanet.net/en/thematic-areas/wdpa?tab=WDPA . Please pre-fill this information.
9. IUCN Protected area category (other)	List other IUCN category numbers that apply to the PA. Please put N/A if there are no other categories (e.g. in PNG in 2021 there were no 'other' IUCN PA categories – hence put N/A – this may change over time). Please pre-fill this information.
10. International designations. Is the site listed under an international designation e.g. World Heritage site or Ramsar site, or WWF Global 2000 etc? (Y/N)	Please answer Yes or No. Then respond to the list provided below (a,b,c). Please pre-fill this information.
10a. World Heritage site (Y/N)	Please answer Yes or No. No PAs were included as WHS in PNG in 2021. See: http://whc.unesco.org/en/list . Please include here the web link to the site information page on the UNESCO website.
10b. Ramsar site (Y/N)	Please answer Yes or No. Only Lake Kutubu and Tonda WMAs were listed as Ramsar sites in 2021. See: http://rsis.ramsar.org . Please pre-fill this information.
10c. UNESCO Man and Biosphere Reserves	Please answer Yes or No. No PAs were included as MAB sites in PNG in 2021. Please pre-fill this information.
11. Other designations. Is the site listed under any other designation? (Y/N)	Please answer Yes or No. This could include an ASEAN Heritage site. In PNG in 2021 there were no 'other' designations. Please pre-fill this information.

Question or issue	Information for Facilitator
12. Has the site been identified as a site of particular importance for biodiversity ? (Y/N)	<p>Please answer Yes or No. If Yes, please write the name of the listing. Please see the websites below. If the PA is listed, please include the web link in the relevant designation.</p> <p>Five common designations for these sites include:</p> <ul style="list-style-type: none"> a) <i>Key biodiversity area</i> (KBA) (http://www.keybiodiversityareas.org/kba-data) b) <i>Important Bird and Biodiversity Area</i> (IBA) (all these areas are included in KBAs) c) <i>Alliance for Zero Extinction site</i> (AZE) (https://zeroextinction.org/) d) <i>Ecologically or Biologically Significant Marine Area</i> (EBSA) (https://www.cbd.int/ebsa/) e) <i>Important Plant Area</i> (IPA) <p>Please pre-fill this information.</p>
13. Who owns the protected area?	<p>Select from:</p> <ul style="list-style-type: none"> a) State (national, provincial, LLG, District etc) b) Private c) Customary landowners d) The community / co-managed e) Other <p>Please pre-fill this information.</p>
13a. If the protected area is owned by customary landowners, please indicate all the relevant Clans.	Insert clan names here. Where possible, include signed clan leader agreement forms (please attach a copy and/or have the agreement cited by CEPA at the METT workshop).
13b. How many households live within the protected area? (e.g. 15)	Insert number and indicate if this is based on evidence or is an estimate.
13c. How many people live within the protected area? (e.g. 367)	Insert size and date (if a census count, or other, has taken place).
13d. What proportion of the population living within the protected area comprises children (under 18 years old)?	Insert proportion (or number) of children and date (if a census count, or other, has taken place). Information about young people and their role in the governance of the PA is addressed later in the METT and it is useful to have an indication of the proportion of young people.
13e. Briefly outline what surrounds the protected area	The area surrounding your protected area may have settlements and people who engage in a range of activities. Please tell us about this surrounding area e.g. how many settlements, how many people, main source of livelihood, commercial activities etc).
14. Who manages the protected area?	Name the body or bodies responsible for managing the site. For example, a government department (e.g. CEPA, or a provincial government unit), customary landowners [which clans], management committee(s) [number of members and how many males/females]).
15. Are there any special areas where restrictions or rules are in place that limit the activities that can take place in that area?	<p>If yes, please describe/list these areas and the restrictions or rules and penalties that are in place and state why and to whom the restrictions/rules apply. For example, a marine area such as a reef may be closed to fishing (temporary or permanent), forested areas may have rules that limit the cutting of timber, no hunting of tree kangaroos in some areas, and some parts may be allocated for gardens or settlement etc.</p> <p>Please attach a map of these areas or zones with different uses, if available, or try to draw a 'rough' map of these areas and name the various areas that have been described.</p>

<i>Question or issue</i>	<i>Information for Facilitator</i>
16. Briefly describe the cultural system, family, traditions, pasin tumbuna and the way in which customary landowners care for (lukautim) the land/sea in the protected area (i.e. if the protected area is owned by customary landowners).	Indicate if patrilineal/matrilineal and what this means in relation to how the land/sea, resources and values of the PA are managed and by whom? If there are no customary landowners, please write N/A. Please write only a couple of sentences. Attach more detailed information, if available.
17. What rights do ‘other’ people have in relation to the protected area? (i.e. those who are not customary landowners)	Distinguish between PA customary landowners and ‘other’ people (i.e. do not own the area traditionally). User/access rights may include rights to fish in certain areas, or the right to hunt animals in the hunting zone, garden, or take timber from the forest.
18. What is the process for deciding how land/sea in the protected area is accessed and used?	How does the community decide on zones or areas in the PA that are to be conserved (e.g. tambu area, no-take zones). In PAs managed by customary landowners the process for deciding this may relate to the cultural system, the role of clans, traditional practices, or the decisions made by the management committee etc.
19. Total number of staff Does the protected area have staff (paid workers)? (Y/N)	Please answer Yes or No. The question refers to staff responsible for management. This means anyone working on the PA in paid jobs – whether NGOs, community, rangers or customary landowners.
19a. Number of Permanent paid workers and their positions (e.g. 5 rangers, 1 manager)	Indicate the number of permanent staff positions . Please express as Full Time Equivalent (FTE) staff.
19b. Number of Temporary paid workers and their positions (e.g. 4 caretakers, 5 rangers)	Indicate the number of temporary staff positions . Please express as Full Time Equivalent (FTE) staff
19c. How many people do work in the protected area on a voluntary basis (not paid)?	Please give the number of people and describe this system of work.
19d. What type of work do these voluntary workers/customary landowners undertake?	Describe what these groups of people or individuals do in relation to managing the PA and how often this work is undertaken.
20. What is the annual budget (Kina/USD) for recurrent (operational) funds (excluding staff salary costs)?	This represents money actually spent in the PA. State in kina/USD (e.g. PGK10,000 or USD5,000). This includes the amounts listed for recurrent and operational funds (see below).
20a. Year for which the budget is reported	Give the year for which the budget is reported.
20b. Recurrent (operational) funds	Annually in kina or USD for the year being reported.
20c. Project or other supplementary or special funds (excluding staff salary costs)	Annually in kina or USD for the year being reported.
21. How many visitors came to the protected area last calendar year?	Write the exact number, if known, or give an estimate. Visitors include those who are not the landowners i.e. others in the local community, people from other regions or nations.
21a. In what year were these visitor numbers reported? (yyyy)	State the calendar year to which the visitor numbers stated in Q21 refer i.e. 2021.
21b. Describe the main reasons for the tourist visits	Describe the type of visitor activities. Were any of the visits in relation to a particular event (e.g. crocodile festival, canoe races, mask festival etc)?

<i>Question or issue</i>	<i>Information for Facilitator</i>
22. What are the most important values of the protected area	<i>Insert answers here after Part 2 (section 1-3) is completed.</i> The answers here can be short. Provide links to additional material, if necessary.
Main value 1	
Main value 2	As above
Main value 3	As above
Main value 4	As above
Main value 5	As above. Add rows if additional values are identified.
23. What are the benefits that arise from having the protected area?	<i>Insert answers here after Part 2 (section 4) is completed.</i> For example, are there livelihood programs, more tourism, protection for water and wildlife etc?
24. List the primary protected area management objectives	An objective is an agreement about how the PA should be managed – a vision for how it should be. The objectives may be included in the gazettal notice, or a management plan, or knowledge of day-to-day activities. It is important to identify the key objectives as these are referred to frequently in the METT assessment. They may be written down or verbally agreed.
Management objective 1	
Management objective 2	
Management objective 3	Please add rows if additional objectives are identified.
25. Are there any negative impacts or burdens on the wellbeing of customary landowners and others with user/access rights to the protected area that result from the protected area? If so, list them briefly here	<i>Insert answers here after Part 2 (section 4) is completed.</i> The answers here can be short. Provide links to additional material, if necessary.
26. Total number of people involved in completing or answering the questions in this assessment	Include the total number here. Please append a list of names if there are many people involved.
a) Protected area manager (this includes the management committee members)	For each listed category of people (a-h), include the number of people in each category and the following information for each person in the category: name, title and/or organisation, address, email, phone . For example, for a): 1 - Peter Wigani, Chair of PA Management Committee, PO Box 24, Mendi, email, phone number
b) Protected area staff (paid workers)	
c) Other protected area authority staff or government representatives	
d) Volunteer	
e) NGO	

<i>Question or issue</i>	<i>Information for Facilitator</i>
f) Customary landowners, including the local community members and clan leaders	
g) Donors and/or sponsors	
h) External consultants	
i) Others	This may include people from other levels of government, CBO, board members, advisors, patrons
27. Please note if the assessment was conducted in association with a particular project, on behalf of an organisation or donor.	Please state the name of the project or organisation and record why the METT is being carried out e.g. as a condition of getting a GEF grant, or it is standard government policy, or personal interest of the management committee etc.
28. The Facilitator: a) Name and position	
b) Organisation	
c) Address, Email, Phone	
29. The recorder: a) Name and position	
b) Organisation	
c) Address, Email, Phone	
30. Date the assessment carried out (e.g. 29/01/2019)	Format: DD/MM/YYYY



Part 2: What makes this protected area special and important?

(1) Your ideas - “What do you like about your protected area?”

Think about the main things that make your protected area valuable and special to you, your community, your local language/tok ples, your culture and ancestors’ stories’, to Papua New Guinea, to visitors and others (e.g. scientists). These values might be, for example:

- The gardens or forests where people have been hunting for a long time and travelling through (e.g. walking tracks to other villages)
- A plant or animal species
- A habitat or ecosystem such as a coral reef, forest, grassland or underground cave system (e.g. karst areas)
- Clean water from the forested hills
- Ples masalai or tambu (sacred/ceremonial/traditional burial sites etc)

Discuss these ideas with the other people undertaking this assessment of the protected area.

Please represent these important values or benefits in a picture or drawing (paper and pens are provided). If you have illustrations or photos these can be included.

When you have completed your drawing, **please try to put into words the most important and special values** that relate to the protected area. You will be asked to tell the assembled group(s) about these values.

I (the Facilitator) will write these values on the board.

We will take a photo of your drawing and include this in the Summary or Results.

With your permission, we will also record your statement of values.

If there are people who would like to make **individual statements** about the protected area in general, including its values, please let us know at the break and **we will organize a time to record this.**

(2) Checklist of protected area values

The statements in Table 2 indicate some of the values that people give to protected areas globally. It is not meant to be a full list of the values that exist in your protected area. Your responses will enable comparisons with other PAs in PNG and elsewhere.

Please rate the values listed in the first column (select one box only) and describe or explain the value in relation to your protected area.

Table 2: Checklist of protected area values NOW

Does your protected area....	A lot (Planti) (2)	Some (Namel/ Liklik) (1)	None (Liklik / no gat) (0)	Don't know (mi no save) (DK)	Comments (Facilitator Information)
1. Provide for biodiversity (i.e. have many different kinds of plants, animals and ecosystems)?					<i>Describe the type of value (e.g. natural value, for food, or spiritual purposes etc). Are there any particular plants, animals or ecosystems that are important?</i>
2. Have species of plants and animals listed as vulnerable, endangered or critically endangered?					<i>Which species? (e.g. tree kangaroo, bird of paradise, fish species)?</i>
3. Have species of plants or animals found only in the protected area or nearby locations?					<i>Which species? Examples of endemic species in PNG include the Huon tree kangaroo, the Tenkile, several birds of paradise (e.g. Raggiana), superb pitta, many reptiles and frogs.</i>
4. Contain important ecosystems (e.g. wetlands, grasslands, coral reefs etc)?					<i>Which ecosystems and what values do they provide?</i>
5. Protect clean, fresh water?					<i>Is the catchment in a good condition to provide clean, fresh water? If there is an impact from outside on your water quality, please explain.</i>
6. Have religious or spiritual significance (e.g. tambu places, sacred sites)?					<i>Explain what these values are.</i>
7. Have scientific value?					<i>Is the PA a place for scientific research and/or monitoring of the environment and particular species or ecosystems?</i>
8. Provide a source of employment for local communities?					<i>Are people employed as rangers, or guides, or in other ways based on the resources of the PA?</i>
9. Provide resources for local subsistence (e.g. food, building materials, medicines etc)?					<i>What resources are provided by the PA for local people?</i>
10. Provide resources for sale, with the benefits used to enable community development and enhance well-being?					<i>May include resources (e.g. fish, eggs, fruit etc) sold in markets.</i>
11. Foster and attract community development projects to enhance community well-being?					<i>Community development may include sewing and women's groups, health clinics etc</i>
12. Provide a place where culture, language and traditional practices can be practiced?					<i>Is the PA important as a means to protect the cultural values and knowledge of the customary landowners or adjacent communities? Please explain this relationship.</i>

Does your protected area....	A lot (Planti) (2)	Some (Namel/ Liklik) (1)	None (Liklik / no gat) (0)	Don't know (mi no save) (DK)	Comments (Facilitator Information)
13. Have people who pass on traditional knowledge to future generations?					<i>How is traditional knowledge passed on? (e.g. song, dance, folklore, paintings, craft etc). By whom? Are there any challenges?</i>
14. Have plant species of high cultural or economic importance?					<i>Name the plant species that have importance and indicate why (e.g. Galip nut, grasses, and certain tree species).</i>
15. Have animal species of high cultural or economic importance?					<i>Name the animal species that have importance and indicate why (e.g. feathers for headdresses [bilas], origin stories).</i>
16. Have historical sites?					<i>Indicate the type of historical sites (e.g. war relics, tracks, monuments).</i>
17. Have nice scenery (naispela hap long lukim)?					<i>Indicate the type of landscapes, coastal areas, waterfalls, caves, hot springs or any lookouts etc.</i>
18. Have any tourism activities now?					<i>Describe the tourism activities and the value of tourism to the community.</i>
19. Have the potential for tourism activities in the future?					<i>Describe potential future tourism opportunities and why these are considered valuable.</i>
20. Have a role in providing educational opportunities?					<i>Do the local community and visitors learn about the environment while being in your PA?</i>

(3) What are the main values of your protected area?

Now that you have discussed and drawn the values/benefits of your PA and have considered the values in Table 2, I would like you to **make a list of the most important protected area values** (Table 3) and our recorder will copy these into Table 1 (Q22). We will continue to work with these main values throughout the METT. If there are men and women represented at the workshop, I would like you to break into separate groups to discuss these values. We will then come back together to hear the views of men and women.

Please note if there are any differences between the views of men and women.

Table 3: Protected Area Main Values

No.	Key values (e.g. only known breeding area for the PNG Heron)	Brief description (e.g. large freshwater wetland areas immediately above high tide provide nesting sites and food for rearing chicks. Island location means no interference from feral animals or from vehicles).
1.		
2.		
3.		
4.		
5.		(Add other rows for additional values)

Now go back to Table 1 and fill in Q22 about the main values of the protected area.

(4) What are the main benefits or positive impacts and changes arising from your protected area?

I would like you to **make a list of the most important benefits that have been gained from the protected area** (Table 4). For example, are there livelihood programs, greater security for the forests/reefs, tourism, protection for water and wildlife, fresh air, more jobs etc as a result of establishing the PA. If you prefer, you can draw an image of each of these benefits. If there are men and women represented at the workshop, I would like you to break into separate groups to discuss the positive impacts. We will then come back together to hear the views of men and women.

Please note if there are any differences between the views of men and women.

Table 4: Protected Area Main Positive Impacts, Benefits, Changes

No.	Key benefits (e.g. pride in establishing the PA etc)	Brief description (e.g. we have prevented the logging of our forests).
1.		
2.		
3.		
4.		
5.		(Add other rows for additional benefits)

Try to rank these positive impacts in order of importance and ensure consensus overall.

Now go back to Table 1 and fill in Q23 about the main benefits from the protected area.

What are the main negative impacts resulting from your protected area?

While some people may think that the protected area has only benefits and positive values, it is important to identify any negative impacts that have resulted from the PA. This could include damage to gardens caused by wildlife, restricted access to the protected area's resources, loss of traditional hunting rights etc.

I would like you to **make a list of the most important negative impacts** OR if you prefer, please draw an image that illustrates each impact, and we will discuss these as a group and decide on the main negatives and our recorder will copy these into Table 1 (Q25). As we did with the positive benefits, I would like you to divide into two groups, one for men and one for women.

Please note if there are any differences between the views of men and women.

Table 5. Negative impacts from our Protected Area

No.	Negative impact (e.g. restrictions on fishing)	Brief description (explain why this is a negative)
1		
2.		
3.		
4.		
5.		(Add other rows for additional negatives)

Try to rank these negative impacts in order of importance and ensure consensus overall.

Now go back to Table 1 and fill in Q25 - about the main negative impacts associated with your protected area.



Part 3: What are the threats to the protected area?

(1) What is a threat?

On the previous page, we looked at what you like about the protected area and also some of the things that you don't like. Now we are thinking about problems in the protected area.

A threat is some problem that damages the protected area and its values (or the things that you like). It may also include something that is not allowed in the protected area or a part of the protected area. Here are some examples:

If something is occurring in the protected area (such as community houses and gardens in the protected area) BUT this is **not damaging the values**, then it is **NOT a threat**, and you tick N/A (not applicable).

However, if there is a new settlement or development taking place and people are clearing forest to build the houses, then you might say that the severity of the threat is 'High'.

Fishing in a protected area is not a threat (i.e. it is okay) if it can continue over time without reducing the fish numbers or the size of the fish that are caught and if fishing methods are sustainable (e.g. derrick or dynamite are not used).

(2) The threat list

There are **13 categories of threats** (e.g. housing and commercial development, energy production and mining, invasive species etc) in Table 6. Within each category there are several specific types of threat. This list is applied across the world – this means that people making high-level policies can say which are the worst problems and where these threats occur¹.

¹ The threat assessment is based on an adapted typology of threats developed by the Conservation Measures Partnership and IUCN as part of the Conservation Standards for the Practice of Conservation.

(3) How to complete the task

There are five separate pieces of information that you will be asked to think about, and these will be recorded to provide a comprehensive picture of the threats in your protected area (Figure 1)

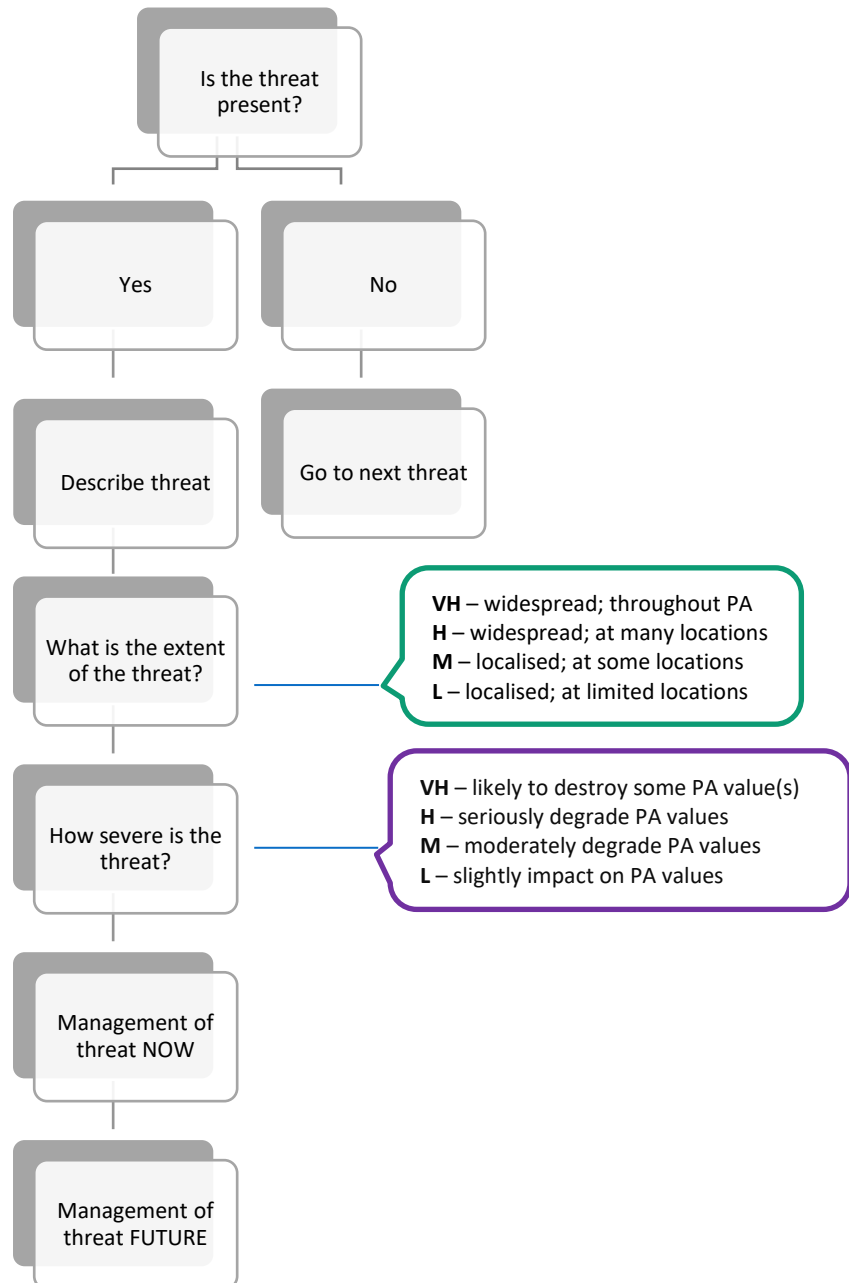


Figure 1. Flow chart for assessing threats to the protected area

1. Description of threat

Start at number 1 in Table 6 and identify if the threat is experienced in the protected area.

If YES, then please describe the threat, e.g. tilapia have been introduced into our lake system and there is an impact on our native fish. What are the causes of the threat? **If you answer NO (there is no threat), please move to the next listed threat.**

2. Extent of the threat

Indicate how extensive you think the impact of the threat is. Select **ONE** of the following ratings:

Extent rating	Meaning: the threat is....
Very high (4)	<i>widespread and affects the value throughout the PA</i>
High (3)	<i>widespread and affects the value at many locations</i>
Medium (2)	<i>localised and affects the value at some locations</i>
Low (1)	<i>localised and found in only limited locations</i> and the impact on our values is limited

3. Severity of the threats

Please provide a rating of the severity of the threat in your protected area. Select **ONE** of the following ratings:

Severity rating	Meaning: the threat is
Very high (4)	likely to <i>destroy some protected area value(s)</i> (e.g. it might destroy a type of animal or plant, or your traditional gardens)
High (3)	likely to <i>seriously degrade the protected area values where the threat occurs</i>
Medium (2)	likely to <i>moderately degrade the protected area values</i> where the threat occurs – they are damaging values but not so badly
Low (1)	only <i>slightly impacting on protected areas values</i>

4. Management response now

Please tell us if there is any current management response to address the threat, e.g. if there are tilapia in the lake, managers may be supplying nets to remove the invasive fish.

5. Future management response

Please tell us **what you think is needed to reduce the severity and extent of the threat.**

What role can the customary landowners play? Is there a role for government or NGOs? How can funding be obtained? Do we need to work with our neighbours?

6. Notes

The last column allows you to include any other information that may be useful in assessing the nature and extent of the threat and how to better manage the threat in the future. Tell us the protected area 'value(s)' that are most affected by the threat.

Now you are ready to begin assessing the threats to your protected area (Table 6). Please note that the first two threat categories are on the impacts of activities happening **within** the protected area, the rest of the assessment looks at impacts from within and beyond the area's boundaries. In some cases, this can include activities beyond provincial and national borders.

Table 6: Protected Area Threats

Please start with number 1.1 and respond to each 'Threat type' in the 13 categories of threat.

Note (for Facilitator): Please ensure that all required information is reported in relation to each threat that affects the protected area.

Please attach relevant photographs or other information (e.g. GPS points) in relation to the identified threats.

1. Housing and commercial development within a protected area

Threats from human settlements or other non-agricultural land uses.

Threat type	Facilitator Information
1.1 Housing and settlement	<i>Only include if this is a threat to the protected area, not just if there are houses in the protected area</i>
1.2 Commercial and industrial areas	<i>This means factories, business enterprises, markets etc</i>
1.3 Tourism and recreation infrastructure (e.g. structures)	<i>This refers to threats from the buildings associated with tourism e.g. new resort or hotel, or other infrastructure</i>
1.4 Population increase in the protected area community	<i>Only include if this is a threat to the protected area (e.g. family size, settlers, trends, impacts and solutions)</i>

2. Agriculture and aquaculture within a protected area

Threats to the protected area from all kinds of farming and grazing, including plantations, forestry and fish farming.

Threat type	Facilitator Information
2.1 Customary landowner and community gardens and small crops	<i>Only include if the gardens or if the expansion of gardens threaten the protected area; what are the impacts?</i>
2.2 Drug cultivation	<i>Illegal drugs that are grown in the community (do not include drugs brought into the community from outside)</i>
2.3 Wood and pulp plantations	<i>Such as timber plantations inside the protected area</i>
2.4 Livestock farming and grazing	<i>Only include if this is expanding and/ or is a threat to the protected area values. (Note: Livestock farming may be integrated with woodlots and plantations to encourage agroforestry or mixed cropping and may not represent a threat).</i>
2.5 Marine and freshwater aquaculture	<i>Such as fish and prawn farms</i>
2.6 Commercial plantations	<i>Such as oil palm, biofuel, rice, cocoa or coffee plantations inside the protected area</i>

3. Energy production and mining within a protected area

Threats from production of non-biological resources.

Threat type	Facilitator Information
3.1 Oil and gas drilling and pipeline construction	<i>Including deep sea mining for oil and gas</i>
3.2 Mining and quarrying	<i>Identify the type of mining and the impacts</i>
3.3 Energy generation	<i>This may include hydropower dams, wind farms and geothermal energy production</i>

4. Transportation and service corridors

Threats from long narrow transport corridors and the vehicles (and people) that use them.

Threat type	Facilitator Information
4.1 Roads, railroads and paths/tracks	<i>Consider loss of vegetation, fragmentation of habitat, introduction of pest species and road-killed animals</i>
4.2 Utility and service lines (e.g. electricity cables, telephone lines)	<i>Include gas pipelines and telecommunication towers</i>
4.3 Shipping lanes and canals	<i>Include where fast boats kill dugong, turtles etc. or large ships enter the PA (do not include pollution here)</i>
4.4 Flight paths	<i>This may relate to noise and disturbance</i>

5. Biological resource use and harm within a protected area

Threats from the use of "wild" biological resources including both deliberate and unintentional harvesting effects (Note this includes hunting and killing of animals). **Only include if the activity is a threat to the protected area values.**

Threat type	Facilitator Information
5.1 Hunting, killing and collecting terrestrial (native) animals (including for ceremonial purposes and commercial use)	<i>Include if hunting in the PA is damaging some wildlife, or there is illegal take of wildlife in the PA (e.g. by neighbours; loss of animals due to human/wildlife conflict). What wildlife is threatened; what PA rules are in place?</i>
5.2 Gathering terrestrial (native) plants or plant products (non-timber) (including for ceremonial purposes and commercial use)	<i>Such as eaglewood, sandalwood, wild fruit (galip nut, breadfruit, mango), grasses (kunai), palms, canes, medicinal plants, orchids etc.</i>
5.3a Logging and wood harvesting for local/customary use	<i>Including firewood and wood for houses, canoes, garden fencing, carvings etc.</i>
5.3b Logging and wood harvesting – commercial logging	<i>Loggers</i>
5.4a Fishing, killing and harvesting (native) aquatic resources for local/customary use	<i>What species e.g. fish, prawns, sea cucumbers, coral, shells etc. – eaten or used by members of the PA</i>
5.4b Fishing, killing and harvesting (native) aquatic resources for commercial use	<i>What species e.g. fish, prawns, sea cucumbers, coral, shells etc – sold commercially or traded at the market</i>

6. Human intrusions and disturbance within a protected area

Threats from human activities that alter, destroy or disturb habitats and species associated with *non-consumptive uses of biological resources*.

Threat type	Facilitator Information
6.1 Recreational and tourism activities	<i>Trekkers damage vegetation when walking off the path; divers break coral; tourists take shells/artefacts, damage sacred sites etc</i>
6.2 War, civil unrest and military exercises	<i>What type of threat; what are the impacts?</i>
6.3 Research, education and other work-related activities in the protected area	<i>May include cutting vegetation to access sites, or build structures, or killing of animals for research purposes</i>
6.4 Activities of the protected area managers (e.g. construction or vehicle use)	<i>Building structures, damage from vehicles</i>
6.5 Deliberate destructive activities or threats to protected area staff and visitors	<i>Destructive fishing (e.g. poison rope, dynamite), fires, damage to facilities; threats from illegal settlers near a PA</i>
6.6 Impacts from cultural and religious tourism	<i>The cultural practices of some tourists (e.g. customs, dress) may impact on the traditional culture</i>

7. Changes to natural systems

Threats from other actions that convert or degrade habitat or change the way the ecosystem functions.

Threat type	Facilitator Information
7.1 Habitat clearing	<i>Removal of vegetation</i>
7.2 Fire and fire management suppression (including deliberate fires)	<i>Includes fire escapes from gardens, fires to clear land, improve access and hunting; what habitats; what impacts</i>
7.3 Dams, water flow modification and water management/use	<i>Changes to the way rivers and creeks flow, building drains, dams and changes to underground water</i>
7.4 Increased fragmentation within the protected area	<i>Protected area is broken into smaller patches by roads, plantations, garden clearings, new villages etc.</i>
7.5 The protected area is separated from other natural habitat (e.g. deforestation)	<i>Protected area is not joined up to other areas of bush anymore. This may be due to deforestation, settlement etc.</i>
7.6 Other 'edge effects' (impacts) happening on the boundary of the protected area	<i>Things happening outside (mining, logging, plantations, gardens settlement) cause damage inside PA</i>
7.7 Loss of keystone species (e.g. top predators, pollinators etc.)	<i>Important animals that used to occur here are all gone now (e.g. cassowary, crocodiles, bees etc)</i>

8. Invasive and other problematic species and genes

Threats from *terrestrial and aquatic non-native and native* plants, animals, pathogens/microbes or genetic materials that *have, or are predicted to have*, harmful effects on biodiversity following introduction, spread and/or increase.

Threat type	Facilitator Information
8.1 Introduced (pest) plants	<i>Weeds that are not native here (e.g. Piper spp, Mimosa spp, hyacinth, bamboo, elephant/cow grass etc)</i>
8.2 Introduced (pest) animals	<i>Not native spp (e.g. tilapia, carp, wild dogs, wild pigs, crown of thorns, toads, cats, African snails, deer, stinger bees)</i>
8.3 Diseases such as fungus or viruses that make native plants or animals sick	<i>Includes ulcers in fish (due to pathogenic diseases), amphibian chytrid fungus (affecting frogs) etc</i>
8.4 Introduced genetic material (i.e. genetically modified organisms)	<i>Includes genetically modified crops and animals (e.g. tilapia)</i>

9. Pollution entering or generated within protected area

Threats from pollution and/or excess materials or energy from specific sites or more general sources.

Threat type	Facilitator Information
9.1 Household sewage and urban/village waste water	<i>Toilets and waste from local people</i>
9.2 Sewage and waste water from protected area facilities	<i>Toilets and waste from hotels or resorts or visitor facilities</i>
9.3 Industrial, mining and military effluents and discharges (current and past)	<i>From mines, road building, factories, dams (e.g. low oxygen levels, unnatural temperatures, higher salinity and other pollution), or ballast from ships</i>
9.4 Agricultural and forestry effluents (e.g. fertilizers or pesticides)	<i>Pollution and dirty water from plantations (oil palm, coffee, cocoa) and logging</i>
9.5 Garbage and solid waste	<i>Left by tourists or from people living in the PA or others moving through the PA (along roads, waterways)</i>
9.6 Air-borne pollutants	<i>From factories/plantations etc and fires</i>
9.7 Excess energy (e.g. heat pollution, lights etc.)	<i>Includes lights that disturb turtle nesting</i>
9.8 Sound pollution (e.g. from roads).	<i>Includes sound or noise that disturb wildlife and people living in the PA</i>

10. Geological events

Geological events may be part of natural disturbance regimes in many ecosystems. However, they can be a threat if a species or habitat is damaged and has lost its resilience and is vulnerable to disturbance. Management capacity to respond to some of these changes may be limited.

Threat type	Facilitator Information
10.1 Volcanoes (ash and lava)	Impact on coastal reefs and vegetation, wildlife and people
10.2 Earthquakes / Tsunamis	Impact on landscape and coastal areas
10.3 Avalanches / Landslides	Where and what are the impacts?
10.4 Erosion and deposition (e.g. shoreline or riverbed changes)	When soil is washed away or too much builds up in the river or beside it. Explain causes and impacts?

11. Climate change and severe weather

Threats from long-term climatic changes, which may be linked, to global warming and other severe climate or weather events outside the natural range of variation.

Threat type	Facilitator Information
11.1 Habitat shifting and alteration	More drought, higher temperatures or sea level rise cause shifts in mangroves and mountain top species etc
11.2 Droughts (changes in how often they occur, how intense and how long they last)	What habitats and species are affected (e.g. can no longer grow or survive)
11.3 Temperature extremes	More hot/cold days, changes in the seasons, more fires, changes to coastal/lake water temperatures etc
11.4 Storms and flooding (changes in number, intensity and variability)	Includes change in winds and changes in when the storms and flooding occur
11.5 Ocean acidification	Ocean absorbs CO ₂ making it more acidic; damage to corals
11.6 Sea level rise	Where and what impact (e.g. erosion or localised flooding and changes in habitat)
11.7 Coral bleaching	When has this occurred, how much of the reef has been affected
11.8 Saltwater coming into the protected area	Into gardens, wells, wetlands or turtle nesting sites; describe the impacts
11.9 Other climate changes (please list and explain)	For example, changes in seasonal patterns that affect gardens, especially fruits and nuts (flowering and fruiting)

12. Specific cultural and social threats

Threat type	Facilitator Information
12.1 Loss of cultural links, traditional knowledge, language, dress, sing songs, respect and/or management practices	People don't know their land or sea as well any more or don't know the old ways or the names of species
12.2 Natural deterioration of important cultural site values	Tambu places or cultural sites are being destroyed by natural things like weather, plants, sea level rise, erosion
12.3 Destruction of cultural heritage buildings, gardens, sites etc.	Tambu places or cultural/traditional sites (burial & ceremonial sites) are being lost or destroyed by people or things like mining, new roads or logging
12.4 Loss of land tenure (including land grabbing)	Change in tenure from customary landownership to leasehold e.g. through SABLs
12.5 Other cultural/social threats (please list and explain)	For example, bringing drugs into the community from outside

13. Governance problems

Threat type	Facilitator Information
13.1 Conflicting policies across sectors	Policies in agriculture, forestry or mining may conflict with protected area policies and impact on the PA.
13.2 Confusion about government roles and responsibilities	Lack of clarity about who is responsible for what, where funding comes from and how to obtain funds etc.
13.3 Lack of coordination across all levels of government	The different levels of government (e.g. from ward, district, local level government, province and national) are not communicating well and there is poor policy coordination relating to protected areas

(4) What are the worst threats?

Now that you have finished the threat list, please tell us **which three (3) threats are the worst in your protected area**. *You may include threats that are not included in the list above*. Start with the most significant threat.

If the threat is in the list in Table 6, please provide the threat number (e.g. 4.4, 6.5) in column 2.

Table 7: Threat ranking

Threat (most significant first)	Threat number (copy from Table 5 e.g. 11.1)	Additional comments
1 Highest threat		
2		
3		



Part 4: What is the management like in the protected area?

Now we would like you to think about how effective the management of your protected area is. In this part, there are **39 questions or issues** for you to consider. As with the threat list that we have just completed, these are standard issues that are assessed around the world. However, some of the issues have been modified slightly to better reflect the protected areas found in Papua New Guinea.

Questions and scores – how to complete this task:

For each issue, you are required to:

- **Decide if the question is relevant.** (If not relevant, recorder inserts NA and explains why).
- **Choose one response:** i.e. one of four statements (A, B, C, D) presented in the Table 8. The statements match a simple score ranging between A (no management or poor management) and D (excellent management). **Note:** some questions require a Yes (Y) or No (N) answer or Not applicable (NA).
- **Evidence - why did you choose this score?** Provide a brief explanation of how you reached this decision. (**Note:** possible questions that the Facilitator may ask are stated in the **Evidence column**. If time is short, some of these questions may be considered by the community at a later time).
- **'Actions to improve management' - what are you planning to do to maintain the score or improve it?** Try to suggest important ways forward. These suggestions can be followed-up by relevant people/groups. Future assessments can then look at this information and see how much progress has been made.
- **Information source** - indicate the information **sources that have been used to answer the questions** and write a few points about the selected answers. The sources include:
 - ☐ research and monitoring (information from a scientific paper)
 - ☐ planning documents and data from government (e.g. national department/provincial division/agency/ authority)
 - ☐ staff experience (e.g. rangers, managers etc)
 - ☐ external expert opinion
 - ☐ customary landowner knowledge
 - ☐ community opinion
 - ☐ other (please specify).

Note: Facilitator should **write these information sources on the flip chart** so that participants have ready access to the categories of information.

Question categories

The questions in the METT assessment (Table 8) are grouped into categories e.g. Planning, Input, Process, Output, Outcome and Governance. This overall structure is used internationally as a means to gather information about the protected area and to focus future efforts in areas that have low scores, and also to enable comparisons among protected areas globally.

Table 8: Management Effectiveness Scorecard

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
1. Legal status Does the protected area have legal status or is it established under “other effective means” ? (e.g. in the case of private reserves is it covered by a covenant or similar)? PLANNING	A. The protected area is not gazetted/approved by national or provincial government or has not been established through ‘other effective means’	Possible Evidence/Questions: <ul style="list-style-type: none"> What is the form of the agreement (e.g. gazettal / covenant/legislation or deed (including number)? If there is no formal gazettal/approval, what is the status of these processes? 	<i>If in the process of declaring or gazetting a PA, what are the next steps and who needs to take action?</i>	
	B. There is agreement that the protected area should be established but the process has not begun			
	C. The protected area is in the process of being established, but the process is incomplete (includes sites designated under international conventions, or local/traditional law such as community conserved areas, which do not yet have national legal status)			
	D. The protected area has been formally gazetted/approved by the national or provincial government or established through ‘other effective means’			
2. Protected area objectives Is protected area management based on agreed objectives ? PLANNING	A. No firm objectives have been agreed for the protected area to guide management	This question refers to the primary management objectives. These were identified in Table 1, Q24.Objectives may relate to protecting certain species or conserving sacred sites etc). Possible Evidence/Questions: <ul style="list-style-type: none"> If objectives are in place, how was agreement reached? Are these objectives current, or were they decided a long time ago and are not really relevant? 	<i>If the objectives were not documented or are outdated, and the representatives nominate some possible objectives (in Table 1), then a process for confirming objectives should be noted (e.g. community meeting etc).</i>	
	B. The protected area has agreed objectives, but is not managed according to these objectives			
	C. The protected area has agreed objectives, and is only partly managed according to these objectives			
	D. The protected area has agreed objectives and is fully managed to meet these objectives			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
3. Protected area regulations or customary laws/rules Are laws, rules or agreements in place to manage land or marine use and activities in the protected area in accordance with the management objectives (includes hunting, logging, mining, fishing)? PROCESS	A. There are no regulations or customary laws/ rules or agreements for managing land and marine use and activities in the protected area B. Some regulations or customary laws/rules for managing land/sea use and activities in the protected area exist but there are many weaknesses C. Regulations or customary laws/rules for managing land use and activities in the protected area exist, but there are some weaknesses or gaps D. Regulations or customary laws/rules for managing land use and activities in the protected area exist and provide an excellent basis for management	Includes any regulations or customary rules to control or manage the way people do activities such as hunting, fishing and gardening in the PA, as well as 'outsiders' who may want to log, mine or do commercial fishing. Possible Evidence/Questions: <ul style="list-style-type: none"> • What regulations or traditional laws are in place? (attach documentation, where possible). • If there are weaknesses or gaps (B or C), please tell us about some of these. • Who participated in making the rules? 	<i>What changes are needed in regulations/ customary laws to improve management?</i>	
3a. Clearly defined rules Are the rules/laws/regulations relating to the protected area clearly defined and documented? GOVERNANCE (Rule of law)	A. Protected area-related rules/laws/regulations are not clearly defined and documented B. Some protected area-related rules/laws/ regulations are <i>clearly defined and documented</i> , but there are some important gaps C. Most protected area-related rules/laws/ regulations are <i>clearly defined and documented</i> , with no important gaps D. Most protected area-related rules/laws/ regulations are <i>clearly defined and documented</i> and anyone who wants to see/review/or know this information is able to do so	This question is about the clarity and documentation of the rules that were discussed in Q3. Specific details about user/access rights are asked in Q3b. Possible Evidence/Questions: <ul style="list-style-type: none"> • How are the rules/laws/regulations relating to the PA documented/or known about? (e.g. passed on through traditional practices, outlined in management plan etc) • Are customary landowners and the local community aware of the rules? If not, why not? 	<i>How can PA rules etc be more clearly defined and documented (i.e. available to all)?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
3b. Clearly defined user/access rights Are the rights of people to use the protected area and its resources clearly defined and documented ? GOVERNANCE <i>(Respect of rights)</i>	A. The customary landowners/local community do not have any protected area-related user/access rights relating to accessing resources from the protected area (i.e. ability to hunt, fish or gather)	There may be many rights to access or use resources from the PA's land/sea. This question specifically wants to know whether these rights to access the resources of the PA are clear to all relevant people/groups . Possible Evidence/Questions: <ul style="list-style-type: none"> How are the user/access rights defined and documented (so that people understand their rights)? (Please note if there are differences between customary landowners and others with user/access rights) 	<i>How can this be improved?</i>	
	B. Some of the rights to use/access resources from the protected area are clearly defined and documented, but others are not			
	C. Most of the user/access rights to access resources from the protected area are clearly defined and documented			
	D. Most of the user/access rights to access resources from the protected area are clearly defined and documented, and anyone who wants to see or learn about this information is able to do so			
3c. Awareness of user/access rights What percentage of adults in the protected area and local community are aware of their user/access rights (e.g. to hunt, collect, fish etc) GOVERNANCE <i>(Respect of rights)</i>	A. Very few (less than 25%)	Possible Evidence/Questions: <ul style="list-style-type: none"> Which individuals or groups have access/user rights; to what resources; and where in the PA. How are individuals and groups informed and updated about their user/access rights? What are the current difficulties? 	<i>How can people be better informed of their user/access rights?</i>	
	B. Some (25-50%)			
	C. Many (51-75%)			
	D. Most (more than 75%)			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
<p>4. Planning for land use or coastal/marine activities that occur outside the protected area</p> <p>Does planning for land and coastal/marine uses outside the protected area recognise the protected area and contribute to achieving the management objectives?</p> <p>PLANNING</p>	<p>A. Planning for the land/marine uses that occur outside the protected area does not take into account the needs of the protected area and the resulting land/sea uses and policies harm the protected area</p> <p>B. Planning for the land/marine uses that occur outside the protected area does not take into account the long-term needs of the protected area, but the resulting land/sea uses do not harm the protected area</p> <p>C. Planning for the land/marine uses that occur outside the protected area takes into account some of the long-term needs of the protected area, and the resulting land/sea uses partially support the protected area</p> <p>D. Planning for land/marine uses that occur outside the protected area fully takes into account the long-term needs of the protected area and seeks to support the protected area</p>	<p>The question refers to current and planned future activities e.g. plantations, mining, upstream dams, industry, etc. These outside activities/decisions can significantly affect the PA.</p> <p>If a big development is taking place now on the boundary and you think it will cause significant damage, you might choose Criteria A.</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • How is the PA recognised in outside planning/land use systems? Provide some examples (e.g. PA is mapped in the land use plan, consultation is required before outside development is approved etc). • What support has been provided to the PA by outside planning organisations? 	<p><i>How can recognition of the PA be improved and what support is needed and by whom?</i></p>	
<p>4a. Land and water planning for habitat conservation</p> <p>PLANNING</p>	<p>Planning and management in the wider catchment or landscape containing the protected area incorporates provisions for adequate environmental conditions (e.g. air/water/noise pollution levels etc) to sustain relevant habitats (Y or N)</p>	<p>Possible Evidence/Questions:</p> <p><i>Please give an example.</i></p>		
<p>4b. Land and water planning for connectivity</p> <p>PLANNING</p>	<p>Management of corridors linking the protected area provides for wildlife passage to key habitats outside the protected area (Y or N)</p>	<p>Corridors allow migratory fish to travel between freshwater spawning sites and the sea, or allow animal migration</p> <p>Possible Evidence/Questions:</p> <p><i>Please give an example.</i></p>		
<p>4c. Land and water planning for ecosystem services and species conservation</p> <p>PLANNING</p>	<p>Planning addresses ecosystem-specific needs and/or the needs of particular species of concern at an ecosystem scale (Y or N)</p>	<p>Answer: Yes (score 1); No (score 0)</p> <p>Examples include the volume, quality and timing of freshwater flow to sustain particular species, fire management to maintain savannah habitats etc.</p> <p>Possible Evidence/Questions:</p> <p><i>Please give an example.</i></p>		

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
5. Protected area design Is the protected area the right size and shape to protect species, habitats, ecosystems and water catchments? PLANNING	A. The protected area is too small, or the boundaries are not a good shape (i.e. poor design) , and this makes achieving the major management objectives very difficult B. The protected area is too small, or the boundaries are not a good shape (i.e. poor design) , but we are working to make it better (e.g. agreements with adjacent land/sea owners for wildlife corridors, or improving water catchment management) C. The protected area size and boundaries (i.e. the design) are okay and allow us to achieve our objectives, but could be better (e.g. in relation to large-scale ecological processes or minimising threats) D. Protected area size and the boundaries (i.e. the design) are very good and we can achieve our objectives (e.g. it supports species and habitat conservation and maintains ecological processes such as surface and groundwater flows at a catchment scale etc)	Issues to consider include whether key species are adequately protected, whether the PA is large enough to support viable populations and whether events outside the PA could undermine its values (e.g. logging on the boundary isolates the PA). Also consider projected future climate change influence e.g. if sea level rises, is there space in the PA for a mangrove forest to retreat inland? Your task is to think about how your PA works. . Possible Evidence/Questions: <ul style="list-style-type: none"> How does the design/location of the PA affect the management of the PA and the conservation of its values and benefits? 	<i>Does the PA need to be bigger, or have corridors to connect it to other areas (e.g. ridge to reef), or include more of the catchment in the PA to protect water quality in your part of the catchment? Does the PA maintain ecological processes?</i>	
6a. On ground boundary marking of protected area Is the protected area boundary marked on the ground (land/sea)? (includes physical, geographical or natural landmarks or GPS coordinates that indicate the boundary) PROCESS	A. None or only a small section of the protected area boundary is marked on the ground (land/sea) B. Some of the protected area boundary is marked on the ground (land/sea) C. Most of the protected area boundary is marked on the ground (land/sea) D. All of the protected area boundary is marked on the ground (land/sea)	The on-ground boundary may relate to specific features or natural landmarks (e.g. creeks, ridges, coastlines, markings on trees, outer edges of a reef etc) or a fence. Some boundaries may be unstable or changeable – if the boundary follows a river or shoreline the precise location can change due to erosion and sea level rise. On I Possible Evidence/Questions: <ul style="list-style-type: none"> How is the PA boundary marked/recognised on the ground (land/sea)? 	<i>Does boundary marking need to be updated?</i>	
6b. Map of protected area boundaries PROCESS	The boundaries of the protected area are marked on a map (Y or N)	This includes the external boundary and internal boundaries. Possible Evidence/Questions: <ul style="list-style-type: none"> How accurate is the boundary mapping? 	<i>Does the PA boundary need to be updated (and if so, by whom)?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
6c. GIS mapping of protected area boundaries PROCESS	The boundaries of the protected area are recorded in a GIS format (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • When? By whom? 	Does this need to be updated?	
6d. Boundary awareness of people who own the protected area What proportion of landowners (e.g. customary landowning adults) are aware of the protected area boundaries? PROCESS	A. Very few (less than 25%) B. Some (25-50%) C. Many (51-75%) D. Most (more than 75%)	This includes the PA's external boundary and any internal boundaries for areas that may have various restrictions placed on uses. Possible Evidence/Questions: <ul style="list-style-type: none"> • Who knows about the PA boundaries? (e.g. managers/ Management Committee members, rangers, volunteer workers, other customary landowners etc). 	How can PA boundary awareness be raised?	
6e. Boundary awareness among surrounding communities What proportion of adults living around or near the protected area know the location of the boundary? PROCESS	A. Very few (less than 25%) B. Some (25-50%) C. Many (51-75%) D. Most (more than 75%)	This question refers to all 'other' people (i.e. not landowners), who live adjacent to or near the PA. Try to estimate the percentage of people who are aware of the location of the PA boundary. Possible Evidence/Questions: <ul style="list-style-type: none"> • Please explain why people know or do not know the boundary e.g. is a map displayed in a public location? 	How can boundary awareness be improved?	
6f. Respect of boundary by surrounding communities What proportion of adults living around or near the protected area respect the boundary? PROCESS	A. Very few (less than 25%) B. Some (25-50%) C. Many (51-75%) D. Most (more than 75%)	While surrounding communities may know the PA boundary, this question asks whether there is respect for the boundary and related rules that apply within the PA. Possible Evidence/Questions: <ul style="list-style-type: none"> • Please describe any breaches of respect in relation to the PA boundary and related rules. 	What is needed to increase respect for the PA boundaries and related rules?	
6g. Respect of boundaries by Local Level Government PROCESS	Most or all relevant Local Level Governments are aware of the boundaries of the protected area (Y or N)	This refers to the LLGs in which the PA is located.		

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
6h. Respect of boundaries at the District level PROCESS	Most or all of the relevant District level representatives are aware of the boundaries of the protected area (Y or N)	<i>Answer: Yes (score 1); No (score 0)</i> This refers to the Districts in which the PA is located.		
7. Management planning Is there a management plan or similar and is it being implemented? PLANNING	A. <i>There is no management plan</i> for the protected area, or the <i>management plan was produced a long time ago and is not being implemented</i> B. A management plan or similar is <i>being prepared or has been prepared but is not being implemented</i> C. A management plan or similar <i>exists but it is being partly implemented</i> because of funding constraints or other problems D. A management plan or similar <i>exists and is being fully implemented</i>	The management plan does not necessarily have to be written, as long as people agree and understand what needs to be done on the PA in the short and long-term, and work together towards this vision i.e. there can be oral agreement or other customary agreements). The aim of this question is to see whether or not management is following a set and logical course. Possible Evidence/Questions: <ul style="list-style-type: none"> • <i>When was the plan approved? Has it been reviewed and updated?</i> • <i>What is the key focus in implementation of the plan?</i> 	<i>What actions are needed to have the most effective management plan in place and effective implementation?</i>	
7a. Community/key people input into management plan PLANNING	The management planning process for the protected area provides adequate and equal <i>opportunity for key people</i> (i.e. includes government, NGO, business etc) to have <i>input into</i> the management plan <i>and to influence it (Do not include customary landowners in this question)</i> (Y or N)	The question refers to people beyond the immediate management authority and can include tourism operators, LLG, industry etc. Possible Evidence/Questions: <ul style="list-style-type: none"> • <i>Who is involved in PA planning and how?</i> • <i>How have they influenced the planning process (give an example)?</i> 	<i>If there has been no other input, try to think about who should be involved in the future?</i>	
7b. Plan review of the management plan PLANNING	There is an established schedule and process for people to <i>regularly review and update</i> the management plan (i.e. including agreed vision, objectives, actions etc) (Y or N)	Does the PA have a way to make sure that changes are integrated into management, and if it is easy for lessons learned to inform management? Possible Evidence/Questions: <ul style="list-style-type: none"> • <i>If YES, please describe the plan review process in relation to your PA.</i> 	<i>Are any changes needed?</i>	
7c. Functioning protected area Management Committee PROCESS	The Management Committee is formed and meets to discuss issues related to protected area management (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • <i>If YES, please outline the make-up of the Management Committee, the selection of members, and how often it meets</i> 	<i>Address the formation/renewal of the Committee or its schedule of meetings.</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
7d. Clear decision-making structures and processes in relation to the Management Committee GOVERNANCE <i>(Full and effective participation)</i>	Structures and processes in relation to the Management Committee and related protected area decision making are clearly documented (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • If YES, how is this information documented (in what format)? • Who makes decisions on PA management (in general)? 	How can documentation be improved?	
7e. Decision-making structures and processes in relation to the Management Committee Are the structures and processes for decision-making in the protected area well understood ? GOVERNANCE <i>(Full and effective participation)</i>	A. Structures and processes in relation to the Management Committee and related protected area <i>decision-making</i> are not known or understood by the protected area owners B. Structures and processes in relation to the Management Committee and related protected area <i>decision-making</i> are little known or understood by the protected area owners C. Structures and processes in relation to the Management Committee and related protected area <i>decision-making</i> are mostly known and understood by the protected area owners D. Structures and processes in relation to the Management Committee and related protected area <i>decision-making</i> are fully known and understood by the protected area owners	The question asks about how well-informed the community is about all these structures and processes related to the Management Committee. Possible Evidence/Questions: <ul style="list-style-type: none"> • Who are the least informed and why? (e.g. do the women have this information?) 	How could these structures and processes be improved?	
7f. Access to Management Committee decisions GOVERNANCE <i>(Transparency & accountability)</i>	The decisions of the Management Committee/ managers are made available to all people in the protected area community (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • If NO, please explain why not. • If YES, how is this information communicated to the PA community? 	How can information about Management Committee decisions be communicated more effectively?	
8. Regular work plan Is there a regular work plan and is it being implemented? PLANNING	A. No regular work plan exists B. A regular work plan exists but only some of the activities are implemented C. A regular work plan exists, and many activities are implemented D. A regular work plan exists, and all activities are implemented	A work plan can consist of targeted activities that benefit the PA. It is usually an annual plan aimed at implementing the next stage of the management plan. Answer this question even if the PA has no management plan. The work plan can be formal (written down) or informal, but it must be known about and agreed by the relevant people/groups. Possible Evidence/Questions: <ul style="list-style-type: none"> • Describe the scope (what it includes) of any work plan that is in place • How is the work plan implemented? (by whom) 	How can a work plan be established and/or improved?	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
9. Resource inventory Do you have enough information to manage the area? INPUT	A. There is little or no information available about the protected area (e.g. critical habitats, species, ecological process and cultural values) and this makes management difficult B. There is poor information about the protected area (e.g. critical habitats, species, ecological processes and cultural values) and this makes management difficult C. There is good Information about the protected area (e.g. critical habitats, species, ecological processes and cultural values) for most areas of planning and decision making D. There is very good Information on the protected area (e.g. critical habitats, species, ecological processes and cultural values) to support all areas of planning and decision making	'Resources' refers primarily to the biological and cultural values of the PA. Information can be customary knowledge or scientific information (e.g. important habitats, species, cultural values and threats), but the information needs to be relevant to management and available to people managing the area. Possible Evidence/Questions: <ul style="list-style-type: none"> • Are the customary landowners aware of the main plants, animals and habitats in the PA? • Have there been recent surveys of plant/animal species? • Are culturally important sites or sacred natural sites known? • How is information about the PA stored and made available? 	<i>Please think about knowledge gaps and provide suggestions for future surveys/ data gathering and ways to share information.</i>	
10. Staff numbers Are there enough people employed or paid to manage the protected area? INPUT	A. There are no staff/people paid to work on the protected area, but they are 'needed' B. There are some paid staff/people who are responsible for important management activities, but this is inadequate to meet management needs C. Paid staff numbers are good and support management of the PA, but this is below what is required to meet management needs D. Paid staff/people numbers are very good and fully meet the management needs of the protected area	Staff are any people paid to manage the PA . This question asks if the PA has sufficient paid staff, even those people supported by the government, NGOs or others. Possible Evidence/Questions: If there are paid staff: <ul style="list-style-type: none"> • What are the roles of these paid people (e.g. ranger, management committee member, cleaner etc)? • What specific tasks do paid staff undertake? • How often do they undertake these tasks and in what parts of the PA? • Does the PA have a sustainable budget for staff wages? 	<i>Think about what staff are needed in paid employment and why. How can this be achieved?</i>	
10a. Other unpaid people working on the protected area Are there enough unpaid people (community or customary landowners) helping to manage the protected area? INPUT	A. There are no community members or customary landowners helping to manage the protected area, but they are needed B. There are a few people to do important management activities in the protected area, but this is inadequate to meet management needs C. There are some people to do important management activities in the protected area, but this is below what is required to fully meet management needs D. There are plenty of people helping to manage the protected area and fully meet the management needs of the protected area	Many PAs will have 'other' people involved in the PA e.g. customary landowners or other community members who help to manage the PA without being paid by anyone. The key point to think about is whether there are sufficient numbers of people involved for there to be capacity to manage. Possible Evidence/Questions: <ul style="list-style-type: none"> • What specific tasks do these people undertake? • How often do they do this and in what parts of the PA? 	<i>What is needed to increase the participation of people in the management of the area?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
11. Knowledge and skills Do the people involved in managing the protected area have the necessary knowledge and skills? INPUT	A. Knowledge and skills needed to manage the protected area are very poor or inadequate	This question is about all the people who undertake activities on the PA , whether they get paid or not, and whether they have the necessary skills to manage the site effectively. Possible Evidence/Questions: <ul style="list-style-type: none"> • Has any capacity or competence assessment been undertaken? • What issues have arisen in the PA that people have not been able to address? 	<i>What skills or competences need to be developed and what training is required? How can this be achieved and by whom?</i>	
	B. Knowledge and skills are poor relative to the needs of the protected area			
	C. Knowledge and skills are good , but could be improved to better manage the protected area			
	D. Knowledge and skills to manage the protected area are very good and they meet the management needs of the area			
12. Current budget Is the current budget sufficient (from any source)? INPUT	A. There is no money from any source to manage the protected area	This is about money from any source – NGO, government, private, project funds and donors. You told us about budgets previously (Table 1). Most PAs want more money. This question seeks to know whether there is sufficient budget for effective management. Possible Evidence/Questions: <ul style="list-style-type: none"> • If there is funding, what is the main source of the funds for PA management? 	<i>How much money is needed to fulfil the management plan and site objectives (not just the annual work plan)? What actions are needed to access funding?</i>	
	B. There is some money, but this is a serious problem that limits management effectiveness and should be increased to fully meet management needs			
	C. The available budget is acceptable but could be increased to fully meet management needs			
	D. The available budget is sufficient and fully meets the management needs of the protected area			
13. Security of budget Is the budget secure (e.g. over the next 2-5 years)? INPUT	A. There is no secure budget to manage the protected area and management is wholly reliant on outside or highly variable funding	Is there money to support management over the next several years? It does not matter where the money comes from. Possible Evidence/Questions: <ul style="list-style-type: none"> • If C or D – is the funding a core part of a government budget, or maintained through a private organisation, the community, or the PA has low costs and strong volunteer support). 	<i>If more money is needed, how can this be achieved?</i>	
	B. There is very little budget security, and the protected area could not meet its management needs without outside funding			
	C. There is a reasonably secure budget for regular operation of the protected area to enable it to meet its management needs, but many initiatives are reliant on outside funding			
	D. There is a secure budget for the protected area and its management needs			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
14. Management of budget Is the budget managed to meet important management needs? PROCESS	A. Budget management is very poor and significantly undermines management effectiveness	If there is no budget (Q12), please put NA for this question. This applies to any money used to manage the PA, and is assessing whether budget expenditure is well planned and monitored through the year, or is there over or under-spending? Are accounts published annually and audited? Possible Evidence/Questions: <ul style="list-style-type: none"> Who manages the budget? (also indicate how many people manage the budget) What processes are in place to make sure that any money is used well? 	<i>What is needed e.g. an annual budget, hiring an accountant, increasing financial skills etc.</i>	
	B. Budget management is poor and constrains management effectiveness			
	C. Budget management is good but could be improved			
	D. Budget management is very good and meets management needs			
15a. Equipment and facilities Are equipment and facilities sufficient for management needs? INPUT	A. There are little or no equipment and facilities for management needs	Equipment includes a vehicle, boat, GPS, phones, computers, tools, uniform, field equipment and fuel – anything that might be used in management. Facilities can be buildings, staff housing, and other infrastructure needed to manage the PA, e.g. guard posts, offices etc. (Note: visitor facilities are addressed in Q.29). Possible Evidence/Questions: <ul style="list-style-type: none"> Please list the main types of equipment and facilities to support PA management. 	<i>What equipment and facilities are needed to meet management needs?</i>	
	B. There are some equipment and facilities, <i>but these are inadequate</i> for most management needs			
	C. There are sufficient equipment and facilities, and these enable us to undertake most management tasks , but there are some gaps			
	D. There are very good equipment and facilities, and these enable us to undertake all management tasks			
15b. Maintenance of equipment and facilities Are equipment and facilities adequately maintained? PROCESS	A. There is no maintenance of equipment and facilities	If there are no equipment and facilities (Q15a) insert NA. This question relates to the maintenance of all facilities (i.e. including any tourism facilities) Possible Evidence/Questions: <ul style="list-style-type: none"> If B, C or D - Who provides support for this maintenance? How often in maintenance undertaken, e.g. is there a maintenance schedule? 	<i>How can maintenance be improved?</i>	
	B. There is some occasional maintenance of equipment and facilities			
	C. There is much ongoing, basic maintenance of equipment and facilities			
	D. Equipment and facilities are fully maintained			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
16. Law enforcement Can people (e.g. rangers or customary landowners – those with responsibility for managing the area) enforce protected area rules well enough? PROCESS	A. There is no effective human capacity, resources or authority to enforce protected area legislation and regulations OR community agreements	People means anyone who is empowered to undertake work/activities in the PA (e.g. people who are formally employed - rangers, and others such as customary landowners who have responsibility for management). Issues to consider include personal capacity (i.e. training, skills), is there sufficient equipment and infrastructure (e.g. vehicles, paths to access remote areas etc), and includes an assessment of whether staff are familiar with laws, regulations and prosecution requirements. Possible Evidence/Questions: <ul style="list-style-type: none"> What are the key limiting factors e.g. capacity, resources and/or authority? 	<i>What human capacity, resources or authority is required? How should this be developed and implemented?</i>	
	B. There is some human capacity, resources or authority to enforce protected area legislation and regulations OR community agreements, but there are big gaps or deficiencies			
	C. There is acceptable human capacity, resources or authority to enforce protected area legislation and regulations OR community agreements, but there are a few gaps or deficiencies			
	D. There is excellent human capacity, resources or authority to enforce protected area legislation and regulations OR community agreements			
16a. Coordination of law enforcement How good is the coordination between the protected area Management Committee/managers and other groups who assist with law enforcement? GOVERNANCE (Rule of law)	A. There is no coordination	For example, assistance may be given by prosecuting offenders (e.g. in District Courts and Village Courts). Possible Evidence/Questions: If B, C, or D - <ul style="list-style-type: none"> Which groups/government agencies etc are involved in assisting in law enforcement in relation to the PA? Is there coordination among these groups to support PA law enforcement? 	<i>What actions are needed to increase participation and coordination among all groups?</i>	
	B. There is some effort to coordinate , but this does not work well			
	C. Coordination is good , but with some occasional problems			
	D. Coordination is very good			
16b. Solving disputes or disagreements - documentation of processes Are there processes to solve disputes related to the protected area, and do people know about these processes? GOVERNANCE (Dispute resolution)	A. There are no processes for dispute resolution and hence no documentation	Disputes may relate to the taking of wildlife (fish, shellfish, birds etc), damage to property and resources, new settlers/settlements etc, but can also include disputes with the Management Committee, government, industry or other groups. Possible Evidence/Questions: <ul style="list-style-type: none"> What are the main disputes/disagreements (and between whom)? How are the processes to solve disputes documented or known? (e.g. written down or orally transmitted). 	<i>How can the documentation of dispute resolution processes be improved?</i>	
	B. Some of the relevant dispute resolution processes are clearly documented or known, but others are not			
	C. Most of the relevant dispute resolution processes are clearly documented or known			
	D. Most of the relevant dispute resolution processes are clearly documented or known and anyone who wants to see and review/discuss this information is able to do so			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
16c. Solving disputes or disagreements – suitability of the process How suitable are the processes for resolving disputes or disagreements related to the protected area? GOVERNANCE <i>(Dispute resolution)</i>	A. There are no processes for dispute resolution B. Dispute resolution processes are not suitable for solving protected area-related disputes C. Dispute resolution processes are suitable for some protected area-related disputes, but not others D. Dispute resolution processes are suitable for most or all types of protected area-related disputes	This is about what the dispute resolution process should be able to do or achieve in relation to PA issues, not their success (next question). Possible Evidence/Questions: <ul style="list-style-type: none"> What are the main processes to resolve disputes and who is involved (has the right to speak)? Give some examples of how disputes in relation to the PA are addressed and resolved. 	<i>How can the process to resolve disputes in relation to the PA be improved?</i>	
16d. Solving disputes or disagreements - success How often do dispute resolution processes succeed in resolving protected area-related disputes? GOVERNANCE <i>(Dispute resolution)</i>	A. Almost never as very few people are aware of the processes and are able to use them B. Some disputes are resolved (e.g. up to one-third of disputes), but most remain unresolved C. Most disputes are resolved, but often there are some people who remain dissatisfied D. Almost all disputes are resolved and normally all people in the dispute are satisfied with the outcome	This question looks at the outcomes of the dispute resolution across all processes . Possible Evidence/Questions: <ul style="list-style-type: none"> What has happened when disputes/ disagreements have remained unresolved? 	<i>How can the dispute resolution processes be clarified and improved to help resolve PA disputes?</i>	
16e. Prosecution of law breakers Are incidents of law breaking dealt with according to the rules/ law/ regulations ? GOVERNANCE <i>(Rule of law)</i>	A. Prosecution/dealing with law often does not follow the rules/law/regulations B. Some incidents are handled according to the rules/law/regulations, but irregularities are common C. Most incidents are handled according to the rules/law/regulations, but there are occasional irregularities D. All incidents are properly handled according to the rules/law/regulations	This question is about compliance with customary law and statutory law . 'Law breakers' include those who violate the rules/laws and engage in 'illegal' activities. Possible Evidence/Questions: <ul style="list-style-type: none"> Give some examples of how incidents of law breaking are addressed in the PA. 	<i>How can greater consistency in dealing with lawbreakers be achieved?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
16f. Prosecution of law breakers GOVERNANCE <i>(Rule of law)</i>	All people are treated equally in relation to charges/prosecution for breaching protected area rules/laws/regulations (Y or N)	<p>Answer: Yes (score 1); No (score 0)</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • If no, please explain why (e.g. are friends and family members treated differently)? 	How can this situation be improved?	
17. Protection systems/law enforcement - effectiveness Are systems (e.g. patrols, permits, signage etc) in place to control access by 'outsiders' and resource use in the protected area? PROCESS	<p>A. Protection systems/law enforcement (patrols, permits etc) do not exist or are not effective in controlling access/ resource use by 'outsiders', but are required</p> <p>B. Protection systems/law enforcement are partially effective in controlling access/ resource use by 'outsiders', but law breaking is still common</p> <p>C. Protection systems/law enforcement are moderately effective in controlling access/resource use by 'outsiders', but there are still occasional cases of law breaking</p> <p>D. Protection systems/law enforcement are largely or wholly effective in controlling access/resource use by 'outsiders', so law breaking is very rare</p>	<p>This is about systems to control, stop or manage people from outside the area who encroach or come and take or use the PA resources (also includes illegal mining etc). Protection systems can include customary landowners being the 'eyes and ears' on the ground.</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • What protection systems are in place? • Which are the most/least effective and why? 	What protection systems are needed?	
17a. Reporting incidents If people know of a threat to the protected area do they report this to the Management Committee/ authority? GOVERNANCE <i>(Transparency and accountability)</i>	<p>A. No – they keep quiet</p> <p>B. Sometimes it is reported, but most times not</p> <p>C. Most times it is reported, although sometimes not</p> <p>D. Almost always reported in a timely manner, with very few exceptions</p>	<p>The focus is on threats that local people are likely to be aware of that come from their own community.</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • What types of threats are reported? • Why do some people not report threats? 	How can reporting of incidents be improved?	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
18. Staff safety Do protected area staff/people doing work or looking after the area have safe working conditions and does management prioritise safety? PROCESS	A. The working environment for staff and community members is very poor	This question assesses whether the safety of staff and people undertaking work in PA is considered in management (e.g. adequate equipment, workwear, training etc). Possible Evidence/Questions: <ul style="list-style-type: none"> What are the main concerns about people safety related to managing the PA? What is in place to ensure the safety of all people who do work/activities in the PA? 	<i>If people who work on the PA are unsafe, what actions need to be taken to improve the safety of these people?</i>	
	B. The working environment for staff and community members is poor			
	C. The working environment for staff and community members is good, but improvements could be made			
	D. The working environment for staff and community members is very good as it is an important consideration for the protected area managers			
19. Research Is there a programme of management-orientated survey, inventory and research work? PROCESS	A. There is no survey, inventory or research work taking place in the protected area	This includes research carried out by the PA itself and associates, volunteers, students, academics, citizen science recorders etc. This may include surveys of species being used for subsistence livelihoods (e.g. fish, non-timber forest products). It is not merely the presence of researchers, but whether the research assists PA management. Possible Evidence/Questions: <ul style="list-style-type: none"> What research/monitoring are being undertaken to help understand and better manage the area (attach, where possible). Where? By whom? Is there a survey protocol in place? 		
	B. There is some survey, inventory or research work but it is not directed towards the needs of protected area management			
	C. There is survey, inventory or research work but it is only partly directed towards the needs of protected area management			
	D. There is a comprehensive, integrated programme of survey, inventory or research work, which is relevant to management needs			
20. Monitoring and evaluation (of management activities) Are management activities monitored, evaluated and acted on (or adapted)? PROCESS	A. There is no monitoring and evaluation in the protected area	Does monitoring and evaluation of management activities take place and is the information used to help the managers/customary landowners make good decisions for the benefit of the PA? This relates to M&E that assesses the condition of the PA's values and threats. Possible Evidence/Questions: If B, C or D - <ul style="list-style-type: none"> What management activities are monitored, how often, by whom? Are there agreements or arrangements with external researchers to share information with the PA? How is this information used to adapt management activities? 	<i>What M&E is required, who could be involved and how would this be funded?</i>	
	B. There is some unplanned and irregular monitoring and evaluation of the performance of management activities , but no overall strategy and/or no regular collection of results			
	C. There is agreed and implemented monitoring and evaluation, but results do not feed back into management			
	D. A good system of monitoring and evaluation exists, is well implemented and is used to adapt and improve management			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
21. Resource management Is active resource management of biodiversity and cultural activities (e.g. gardens, fishing areas, resource extraction sites) being undertaken? PROCESS	A. There is no active resource management of critical habitats, species, ecological processes and cultural values, but it is needed	Active management infers a deliberate decision to check and maintain the resources of the PA e.g. management of habitats, species, ecological processes, threats and cultural and spiritual sites , including restoration and habitat creation, fire control, monitoring of species numbers, control of invasive species etc. Where sustainable resource extraction is allowed (e.g. hunting/fishing etc), resource management may include monitoring of these resources, temporary zoning etc. Possible Evidence/Questions: <ul style="list-style-type: none"> • Please indicate some of the resource management activities that are being undertaken in the PA. Where? By Whom? (please attach, where possible). 	<i>What should be the focus of active resource management in the coming year or two? Why? Who will do this? What support is needed?</i>	
	B. Some active management of the protected area is being implemented			
	C. Many of the requirements for active management of the protected area are being implemented but some key issues are not being addressed			
	D. Requirements for active management of the protected area are being fully implemented			
22. Climate change Is the protected area consciously managed to adapt to climate change? PROCESS	A. There have been no efforts to consider adaptation to climate change in management of the protected area	This question focuses on management adaptations to predicted climate change, and how these are already being implemented. Adaptation to climate change means helping natural and human systems to survive in spite of actual or expected climate change effects, Possible Evidence/Questions: <ul style="list-style-type: none"> • Please describe any efforts that have been implemented to address climate change and enhance the resilience of the PA to be able to adapt to the changes. 	<i>List/prioritise the actions that are needed in the coming years to address potential/actual impacts of climate change.</i>	
	B. Some initial thought has taken place about likely impacts of climate change, but this has yet to be translated into management plans or actions			
	C. Limited plans have been drawn up about how to adapt management to predicted climate change, which may or may not be implemented .			
	D. Detailed plans have been drawn up about how to adapt management to predicted climate change, and these are already being implemented .			
23a. Carbon capture Is the protected area being consciously managed to prevent carbon loss ? PROCESS	A. Preventing carbon loss has not been considered in protected area management	Carbon capture is the process of capturing CO₂ before it is released into the atmosphere . Methods for 'preventing carbon loss' in PAs will depend on the ecosystems that are present. It might involve reducing deforestation and other natural vegetation loss, preventing fire in forests or grasslands where fire is not a necessary part of ecosystem dynamics. Possible Evidence/Questions: <ul style="list-style-type: none"> • What measures are in place to reduce or prevent carbon loss? 	<i>Are any actions planned in the near future to capture and store carbon?</i>	
	B. Preventing carbon loss has been considered in general terms, but is not reflected in management of the protected area			
	C. There are some measures to prevent carbon loss			
	D. There are several active measures in place to prevent carbon loss			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
23b. Carbon storage Is the protected area being consciously managed to encourage carbon storage? PROCESS	A. Carbon storage has not been considered in management of the protected area.	Carbon storage is the process of storing CO₂ before it is released into the atmosphere . Carbon storage can be enhanced through ecosystem restoration or other habitat management that increases the storage of carbon in standing vegetation or in the soil, such as replanting mangroves or forests. Possible Evidence/Questions: <ul style="list-style-type: none"> • What carbon storage measures are in place? 		
	B. Carbon storage has been considered in general terms, but is not significantly reflected in management of the protected area			
	C. There are some measures in place to increase carbon dioxide storage			
	D. There are several active measures in place to increase carbon dioxide storage			
24. Ecosystem services – benefits are known PROCESS	The ecosystem services provided by the protected area are well known (Y or N)	Ecosystem services relate to the services or benefits provided by the PA's ecosystems (e.g. provision of food, building material, regulating air, water and climate, supporting good soil and nutrient production and protection of culture and traditions etc). Protected areas can play an important role in protecting these services. This question looks at whether existing or potential ecosystems services are known about. Possible Evidence/Questions: <ul style="list-style-type: none"> • Briefly outline the main ecosystem services that are known by the protected area community • If NO, please explain why 	Give specific actions and next steps that should be taken to increase knowledge of these services provided by the PA	
24a. Ecosystem services Does management of the protected area take into account actions to enhance the protected area's provision of ecosystem services? PROCESS	A. No ecosystem services delivered by the protected area are managed	Focus on the major ecosystem services provided by the PA (remember this includes cultural services). Possible Evidence/Questions: If B, C or D: <ul style="list-style-type: none"> • Please indicate which ecosystem services are being managed • What are the priority ecosystem services being managed? 	How can key ecosystem services be better managed?	
	B. A few ecosystem services delivered by the protected area are managed to ensure their continued delivery			
	C. Most ecosystem services delivered by the protected area are managed to ensure their continued delivery			
	D. All ecosystem services delivered by the protected area are managed to ensure their continued delivery			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
25. Education and awareness Is there a planned education and awareness programme about the protected area and linked to its objectives and needs? PROCESS	A. There is no education and awareness programme linked to the protected area's objectives and needs	This relates to education about the PA – this could be for customary landowners, local people and visitors. It also includes schools' programmes. Possible Evidence/Questions: If B, C or D: • <i>What education/awareness programs or processes are in place?</i> • <i>How is this knowledge passed on in the community? By whom?</i>	<i>What should happen to raise awareness about the PA and its values and ecosystem services? How can this be accomplished and who should be involved?</i>	
	B. There is a limited and irregular education and awareness programme linked to the protected area's objectives and needs			
	C. There is an education and awareness programme , but it only partly meets the needs of protected area management and could be improved			
	D. There is an appropriate and effective education and awareness programme linked to achieving the protected area's objectives and needs			
26. Government and commercial neighbour cooperation Is there co-operation with adjacent government land/water users and commercial land/water users? PROCESS	A. There is no contact between the Management Committee/managers and neighbouring government and commercial land/water users	This question refers to government and commercial land/sea users. Government uses can include municipal water supplies, hydroelectric projects etc. Commercial users can include private mines and other extractive industries, plantations, forest companies etc) and not customary farms and villages . Some of these land and water users may either benefit from or directly impact on the PA. The question assesses the extent to which a PA cooperates or remains isolated from the wider economy that influences it . <i>Note: tourism operators are discussed in Q27.</i> Possible Evidence/Questions: If B, C, or D - • <i>List any neighbouring government or commercial land/sea users and how they impact on the PA?</i> • <i>What type of cooperation is there?</i>	<i>What should happen to facilitate greater cooperation and reduce impacts on the PA?</i>	
	B. There is contact between the Management Committee/managers and neighbouring government and commercial land/water users but only some cooperation on management			
	C. There is regular contact between the Management Committee/managers and neighbouring government and commercial land/water users, but only some co-operation on management			
	D. There is regular contact between the Management Committee/managers and neighbouring government and commercial land/water users, and substantial (or full) co-operation on management			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
27. Commercial tourism operators Do commercial tour operators cooperate and contribute to protected area management and provide benefits to the community? PROCESS	A. There is little or no contact between the Management Committee/ managers and tourism operators using the protected area B. There is contact between the protected area Management Committee/managers and tourism operators, and this is confined largely to administrative or regulatory matters, with few benefits to the customary landowners C. There is contact and limited co-operation between the Management Committee/managers and tourism operators to enhance visitor experiences, maintain protected area values and provide some benefits to the customary landowners D. There is contact and good co-operation between the Management Committee/managers and tourism operators to enhance visitor experiences, maintain protected area values and provide long-term benefits to the customary landowners	If there are no commercial tourist operators, write NA and include a comment. The PA may provide tourism services and charge a fee for this (e.g. local people guiding visitors to important sites, or acting as porters etc). Please include these operations in this question. Possible Evidence/Questions: If B, C or D - <ul style="list-style-type: none"> • What contact does the PA have with tourism operators? • What contributions (benefits) are gained from tourism/tourism operators? • Are there any costs associated with tourism activities? 	<i>If this question generates a low score, identify some of the key people it would be important to talk to and develop cooperation with and how benefit-sharing arrangements can be developed and improved. What tourism services can be generated by the community?</i>	
28. Fees If fees (i.e. entry fees or fines) are applied, do they help protected area management ? PROCESS	A. Although fees can be applied, they are not collected B. Fees are collected, but make no contribution to the protected area or its surroundings C. Fees are collected, and make some contribution to the protected area and its surroundings D. Fees are collected and make a good contribution to the protected area and its surroundings	If no fees apply to the PA, write NA and a comment. The aim is to find out if fees are an expected part of the PA management, whether they are used to help management or simply go to the government or owner and provide no support for the PA. Possible Evidence/Questions: If B, C or D - <ul style="list-style-type: none"> • What fees are collected? How? Who administers this? • How is the money spent? (Does it support PA management?) 	<i>Should fees be introduced? How should they be collected? How should the fees be used to aid PA management?</i>	
29. Visitor facilities and services Are visitor facilities and services adequate ? OUTPUT	A. There are no visitor facilities and services despite an identified need B. Visitor facilities and services are poor - they do not meet the needs of current visitor levels C. Visitor facilities and services are good – they meet the needs of the current visitor levels but could be improved D. Visitor facilities and services are very good for current levels of visitation	If there are no visitors and no need for facilities, write NA and include a comment. Note: PAs with low visitation may not require extensive visitor facilities. Focus mainly on facilities inside the PA, but consider facilities immediately adjacent to the PA, where these directly impact on visitor experience. Possible Evidence/Questions: <ul style="list-style-type: none"> • What type of visitor facilities and services are provided and what is their condition? 	<i>What facilities and services are needed? How can these be provided? What support is needed?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
30. Customary landowners Do customary landowners, who reside in or regularly use the protected area, have input into management decisions ? PROCESS	A. Customary landowners have no input into decisions relating to the management of the protected area	This question is about the type of input that the customary landowners have in the PA. Possible Evidence/Questions: If B, C or D - <ul style="list-style-type: none"> • Are there formal or informal arrangements? • Who can be involved in the decision-making process? 	<i>How can input and engagement be improved? How can women be better included?</i>	
	B. Customary landowners have some input into discussions relating to management, but no direct role in management			
	C. Customary landowners directly contribute to some relevant decisions relating to management, but their involvement could be improved			
	D. Customary landowners fully participate in all relevant decisions relating to management, (e.g. outright ownership or co-management arrangement)			
31. Local communities and others with access or user 'rights' Do local communities and other rights' holders living in or near the protected area, have input into relevant management decisions ? PROCESS	A. Local communities and others with 'access/user rights' have no input into decisions relating to the management of the protected area	This assesses the level of influence communities and other 'rights' holders' have on the overall decision-making process (this means more than just being consulted). "Relevant decisions" refers to all decisions about aspects of management that affect local communities and their relationship and interaction with the PA. Possible Evidence/Questions: <ul style="list-style-type: none"> • In some communities, customary landowners may live in a town or outside village. If this occurs in your PA, please tell us about how these people are involved in PA decision making. What problems arise? • If new people have come to your PA – please tell us about how these people are involved in PA decision making e.g. someone who migrates into a village through marriage. 	<i>Are actions necessary to engage with local communities and other rights' holders? How can this be facilitated?</i>	
	B. Local communities and others with 'access/user rights' have some input into discussions relating to the management of the protected area, but no direct role in management			
	C. Local communities and others with 'access/user rights' contribute to some relevant decisions relating to the management of the protected area, but their involvement could be improved			
	D. Local communities and others with 'access/user rights' directly participate in all relevant decisions relating to the management of the protected area, e.g. co-management			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
31a. Proportion of women involved in decision making related to the protected area What percentage of women in the protected area community are involved in decision making about the protected area? GOVERNANCE <i>(Full and effective participation)</i>	A. Very few (less than 25%)	Full participation means that participation is respectful of community customs and is inclusive. Possible Evidence/Questions: <ul style="list-style-type: none"> • If there are no women involved, please explain how decision making is conducted in the PA community. 	<i>What is needed to increase the participation of women?</i>	
	B. Some (25-50%)			
	C. Many (51-75%)			
	D. Most (more than 75%)			
31b. Participation of women in the full range of protected area decisions GOVERNANCE <i>(Full and effective participation)</i>	Women are involved in protected area decision making in relation to all issues relevant to protected area management (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • If there are restrictions on the issues that women can be involved in, please describe these. 	<i>Are any changes required to increase the participation of women?</i>	
31c. Influence of women in decision making How much influence do women have on protected-area related decisions? GOVERNANCE <i>(Full and effective participation)</i>	A. Women have no influence on any protected area-related decisions	Effective participation means that participants have influence on decision making. This question is asking more than whether women participate, it wants to know whether women have power to influence decisions. Possible Evidence/Questions: <ul style="list-style-type: none"> • Please explain if there are limitations on the level of influence of women in PA decision-making and why. 	<i>What is needed to increase the level of influence of women?</i>	
	B. Women have a small influence on protected area decisions			
	C. Women can often influence protected area decisions			
	D. Women are fully effective in influencing protected area decisions			
31d. Participation of young people in the full range of protected area decisions GOVERNANCE <i>(Full and effective participation)</i>	Young people (under 20 years of age) are involved in protected area decision making in relation to all issues relevant to protected area management (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • If NO, please explain why. 	<i>Are any changes required to increase the participation of young people?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
31e. Influence of young people in decision making How much influence do young people (under 20 years of age) have on protected-area related decisions? GOVERNANCE <i>(Full and effective participation)</i>	A. Young people (under 20 years of age) have no influence on any protected area-related decisions	Effective participation means that participants have influence on decision making. This question is asking more than whether young people participate, it wants to know whether young people have power to influence decisions. Possible Evidence/Questions: <ul style="list-style-type: none"> • Please explain if there are limitations on the level of influence of young people in PA decision-making and why. 	<i>What is needed to increase the level of influence of young people?</i>	
	B. Young people have a small influence on protected area decisions			
	C. Young people can often influence protected area decisions			
	D. Young people are fully effective in influencing protected area decisions			
31f. Overall participation of people in the full range of protected area decisions GOVERNANCE <i>(Full and effective participation)</i>	There is opportunity for any person or group in the protected area and wider community to become involved in protected area decision making (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • If NO, please explain why 	<i>Are any changes required to increase the participation by a wider group of people?</i>	
31g. Communication and trust OUTPUT	There is open communication and trust between the customary landowners in the protected area and: (answer in relation to 1-6 below) (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • Please describe the type of communication – is there regular two-way communication and information sharing? 	<i>How can these lines of communication be improved?</i>	
	1. CEPA (Y or N)			
	2. Provincial Government (Y or N)			
	3. Local Level Government (Y or N)			
	4. District representatives (e.g. District Development Authority) (Y or N)			
	5. Ward representatives (e.g. Ward Development Committee) (Y or N)			
	6. NGOs (Y or N)	<i>Which NGOs are engaged in the PA? How are they supporting the PA?</i>		

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
31h. Community welfare OUTPUT	Programmes are being implemented to improve community/customary landowners' welfare , while conserving protected area resources (Y or N)	<p>Answer: Yes (score 1); No (score 0)</p> <p>This can include programs directly related to the PA (e.g. managing fish resources) and programmes initiated by the PA for the general good (e.g. developing schools, supporting healthcare, water and women's projects).</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • List these programmes. Who do they target? • What benefits are they bringing and how this is helping to conserve the PA's resources? 	<i>How can these programs be developed and expanded? What support is needed?</i>	
31i. Level of support OUTPUT	The local community and customary landowners actively support the protected area (Y or N)	<p>Examples of support include voluntary patrolling, help with surveys, undertaking work in the PA etc.</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • Please describe the nature of this support for the PA. 	<i>What support is needed?</i>	
32. Livelihood benefits Are the protected area and related conservation and development projects providing sustained livelihood benefits to local communities/customary landowners, e.g. income/employment? OUTPUT	<p>A. The protected area does not deliver any livelihood benefits to local communities/customary landowners (no people benefit)</p> <p>B. Benefits to local communities/customary landowners from the protected area and related conservation and development projects exist, but are not significant contributors to livelihoods (only a few people benefit)</p> <p>C. Benefits to local communities/customary landowners from the protected area and related conservation and development projects make a moderate contribution to livelihoods (many people benefit)</p> <p>D. There is a major flow of sustained livelihood benefits to local communities/customary landowners from activities associated with the protected area (most people benefit)</p>	<p>Benefits can include direct jobs, payment for or benefit from ecosystem services, money from tourism/sales to visitors, guiding, sustainable resource extraction (e.g. gardening, fishing/ hunting, plant/animal products etc), increases in human capital (e.g. through education and training), improvements in health etc. This question refers to the economic benefits arising from legal or agreed activities that do not impact on the PA's conservation objectives and not those arising from illegal activities.</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • Refer to Table 1, Q23 	<i>What actions are needed to increase the livelihood benefits from the PA? What support is required? What competences need to be improved?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
32a. Benefit-sharing arrangements - effectiveness How effective are benefit-sharing arrangements in delivering benefits to all in the protected area? GOVERNANCE (Benefit sharing)	A. There are no benefit-sharing arrangements in place B. Benefits have been received, but they are much less than what was decided C. Benefits have been received, but they are less than what was decided D. Benefits have been received and they are fully in line with, or even better than what was decided	Possible Evidence/Questions: <ul style="list-style-type: none"> • Please describe any benefit sharing arrangements that are in place. • Are all customary landowners aware of the benefit sharing arrangements that are in place i.e. is this transparent? • Do some groups or people benefit more than others (e.g. do men benefit more than women, poorer groups less than others)? 	What changes are needed to improve the outcomes from benefit-sharing arrangements?	
32b. Distribution of livelihood benefits Are the livelihood benefits from the protected area equitably shared ? GOVERNANCE (Benefit sharing)	A. The livelihood benefits provided by the protected area are not shared equitably by the local communities/customary landowners B. Livelihood benefits from the protected area are shared equitably among only some groups and individuals in the local communities/customary landowners C. Livelihood benefits from the protected area are shared equitably among most groups and individuals in the local communities/customary landowners D. Livelihood benefits from the protected area are shared equitably among all groups and individuals in the local communities/customary landowners	If there are no livelihood benefits from the PA (Q32), please write NA. Possible Evidence/Questions: <ul style="list-style-type: none"> • How are any livelihood benefits relating to the PA shared - consider differences between villages, clans, gender, status or wealth etc. This may relate to access to the hunting of animals in the PA, or to fertile land to garden etc? • Are there any conflicts concerning the distribution of livelihood benefits (e.g. between villages, clans or individuals)? 	What is needed to improve the distribution of livelihood benefits among all relevant groups?	
32c Change in livelihoods over the past five years GOVERNANCE (Benefit sharing)	There has been an improvement in livelihood outcomes for the community over the past five years? (Y or N)	Possible Evidence/Questions: <ul style="list-style-type: none"> • If there have been improvements, please describe these and who benefits • If there have been no improvements, please explain why. 	What is needed to improve livelihoods? Are there specific community development projects that are needed?	

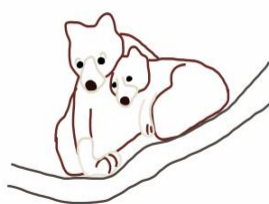
Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
33. Threats Are the threats to the main values of the protected area being effectively addressed ? OUTPUT	A. The threats to the main values are not being addressed by management B. The threats to the main values are only being managed at a minimal level C. Most of the significant threats to the main values are being substantially addressed by management D. All the significant threats to the main values are being substantially addressed by management	This question should consider those threats identified in the threat assessment as having the greatest extent and severity (Refer Part 3, Table 6). The focus is on how the identified threats are being managed. Possible Evidence/Questions: <ul style="list-style-type: none"> Which of the main threats are being effectively managed? Which threats remain unmanaged? 	<i>What is needed to address the impact of the priority threats? What collaborations are needed? How can this be implemented?</i>	
34. Connectivity (linkages to other natural systems) Have the requirements for connectivity (i.e. direct linkages to other natural ecosystems) been assessed and implemented ? OUTPUT	A. The requirements for connectivity have not been assessed B. The requirements for connectivity have been assessed but necessary actions have not been taken C. The requirements for connectivity have been assessed and some actions have been taken, but not sufficient to achieve functional connectivity D. The requirements for connectivity have been assessed and necessary actions have been taken to achieve functional connectivity	PAs that act like an island may not function well and the species they contain may become genetically isolated and unable to adapt to change. If the PA is surrounded by other PAs or other secure natural ecosystems, then score 'C' . This question does not apply to some PAs (e.g. remote offshore islands protected because of unique flora and fauna). Possible Evidence/Questions: <ul style="list-style-type: none"> Describe the connections between the PA and surrounding areas Describe any assessments that have been undertaken to improve the connections to other natural habitats (e.g. to link land and sea management or make corridors to other natural habitats)? 	<i>How can connectivity be improved?</i>	
Complete Table 9 before answering Q35 and Q36 - Detailed assessment of condition and trend in values				
35. Condition of natural values What is the condition of the important natural values of the protected area, as compared to five to ten years ago? OUTCOME	A. Many important natural values are being severely degraded B. Some natural values are being severely degraded C. Some natural values are being partly degraded , but the most important natural values have not been significantly impacted D. Natural values are predominantly intact	Use the information in Table 9 to select the most appropriate response in relation to the condition of most of the PA's natural values. The assessment should be an overall summary across the main natural values of the PA.	<i>What management actions are needed to improve the condition and/or trend of these important natural values?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
35a. Condition of natural values - assessment based on research and/or monitoring and evaluation PROCESS	The assessment of the condition of natural values is based on research and/or monitoring (this includes both western science and traditional methods) (Y or N)	PAs often choose to monitor a few key species or ecosystems and observe other general changes. Monitoring can be carried out by rangers, research scientists, volunteer citizen scientists, or by local communities. Possible Evidence/Questions: <ul style="list-style-type: none"> What monitoring takes place, how, when and by whom? 	What assessment strategies are needed?	
35b. Management programmes PROCESS	Specific management programmes or approaches are being implemented to address threats to natural values (Y or N)	This implies something more than day-to-day management, e.g. restoration programmes, removing invasive species, habitat creation etc. These will often include time-limited programmes funded by government or donor grants or using existing resources to change management. Possible Evidence/Questions: <ul style="list-style-type: none"> What specific management programmes are in place to address threats to natural values, who is responsible, over what time period? 	What specific approaches are needed?	
35c. Actions implemented as routine part of management PROCESS	Activities to maintain natural values are a routine part of protected area management (Y or N)	Some long-lasting threats and pressures need to be addressed as a routine part of management, such as regular removal of invasive species, monitoring harvesting rates etc – i.e. the management action is a deliberate step to addressing an actual or potential threat. Possible Evidence/Questions: <ul style="list-style-type: none"> Give details of these actions in the PA. 	What specific approaches are needed?	
36. Condition of cultural values What is the condition of the important cultural values of the protected area, as compared to five to ten years ago? OUTCOME	A. Many important cultural values are being severely degraded	Use the information in Table 9 to select the most appropriate response in relation to the condition of most of PA's cultural values, which may include: sacred natural sites, tambu areas, ples masalai etc. This question will not be relevant to all sites. Note that some cultural values may also be partly natural values, such as maintenance of ancient gardening sites, etc.	What management suggestions do you suggest to improve the condition and/or trend of these important natural values?	
	B. Some cultural values are being severely degraded			
	C. Some cultural values are being partly degraded , but the most important cultural values have not been significantly impacted			
	D. Cultural values are predominantly intact			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
36a. Condition of cultural values - assessment based on research and/or monitoring and evaluation PROCESS	The assessment of the condition of cultural values is based on research and/or monitoring (this includes both western science and traditional methods) (Y or N)	<p>The assessment may be undertaken by customary landowners, rangers, research scientists, volunteer citizen scientists, or by local communities, who check that historical or cultural sites are undamaged. Perhaps there is contact with institutions or communities that are interested in these sites.</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • Describe any monitoring that takes place, how this is undertaken, when and by whom. 	<i>How can the assessment of cultural values be improved?</i>	
36b. Management programmes for cultural values PROCESS	Specific management programmes or approaches are being implemented to address threats to cultural values (Y or N)	<p>This implies something more than day-to-day management and may include management programs to protect cultural values, e.g. fencing of cultural sites, repair of historic tracks, etc.</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • What specific management programmes are in place (i.e. what are the threats), who is responsible, and over what time period? 	<i>Are specific management programmes required?</i>	
36c. Actions implemented as routine part of management to protect cultural values PROCESS	Activities to maintain cultural values are a routine part of protected area management (Y or N)	<p>Answer: Yes (score 1); No (score 0)</p> <p>Routine management implies a deliberate step to address an actual or potential threat e.g. working with communities to ensure that sacred sites remain intact, zoning areas to avoid damage to historic remains or regular maintenance of traditional management systems.</p> <p>Possible Evidence/Questions:</p> <ul style="list-style-type: none"> • List management actions related to cultural values. 	<i>What specific approaches are needed?</i>	

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
37. Conservation status of key plant or animal species Has the status of key species changed over the last five (5) years ? OUTCOME	A. The conservation status of key species is undesirable and has worsened over the last five years	Use the information in Table 9 to select the most appropriate response in relation to the condition of important plant and animal species (including any indicator species). You are able to use traditional knowledge - based information to assess the status of species i.e. 'the eyes and ears' of the community) and the knowledge of researchers, community members etc. Possible Evidence/Questions: • What are the main changes that you have observed?	<i>What management suggestions do you have to improve the condition and/or trend of these important keystone species?</i>	
	B. The conservation status of key species is undesirable and has remained unchanged over the last five years			
	C. The conservation status of key species is undesirable, but has improved over the last five years			
	D. The conservation status of key species is desirable or has significantly improved over the last five years			
38. Conservation status of habitats Has the status of habitats changed over the last five (5) years ? OUTCOME	A. The conservation status of habitats is undesirable and has worsened over the last five years	Use the information in Table 9 to select the most appropriate response in relation to the condition of the main habitats in the PA. Possible Evidence/Questions: • Provide comments on the main habitats (e.g. wetlands, grasslands, reefs etc) and how they have changed.	<i>What management suggestions do you have to improve the condition and/or trend of these important habitat values?</i>	
	B. The conservation status of habitats is undesirable and has remained unchanged over the last five years			
	C. The conservation status of habitats is undesirable but has improved over the last five years			
	D. The conservation status of habitats is desirable or has significantly improved over the last five years			
39a. Level of support - CEPA What support has CEPA provided to enhance the management effectiveness of the protected area over the last five years? INPUT	A. None	Support can include face to face meetings, provision of funding, assistance with planning and management, on-ground support, training etc. Possible Evidence/Questions: • Provide an example of the support given	<i>How can the level of support be improved?</i>	
	B. A little			
	C. Some			
	D. Sufficient			

Issue	Criteria	Facilitator Notes/ Evidence (why choose this score)	Actions to improve management	Info sources
39b. Level of support – Provincial Government(s) What support has/have the provincial government(s) provided to enhance the management effectiveness of the protected area over the last five years? INPUT	A. None	<i>Support can include face to face meetings, provision of funding, assistance with planning and management, on-ground support, training etc.</i> Possible Evidence/Questions: • Provide an example of the support given	<i>How can the level of support be improved?</i>	
	B. A little			
	C. Some			
	D. Sufficient			
39c. Level of support – District(s) What support has/have the District(s) provided to enhance the management effectiveness of the protected area over the last five years? INPUT	A. None	<i>Support can include face to face meetings, provision of funding, assistance with planning and management, on-ground support, training etc.</i> Possible Evidence/Questions: • Provide an example of the support given	<i>How can the level of support be improved?</i>	
	B. A little			
	C. Some			
	D. Sufficient			
39d. Level of support – LLG(s) What support has/have the LGG(s) provided to enhance the management effectiveness of the protected area over the last five years? INPUT	A. None	<i>Support can include face to face meetings, provision of funding, assistance with planning and management, on-ground support, training etc.</i> Possible Evidence/Questions: • Provide an example of the support given	<i>How can the level of support be improved?</i>	
	B. A little			
	C. Some			
	D. Sufficient			
39e. Level of support – NGOs What support have NGOs provided to enhance the management effectiveness of the protected area over the last five years? INPUT	A. None	<i>Support can include face to face meetings, provision of funding, assistance with planning and management, on-ground support, training etc.</i> Possible Evidence/Questions: • Provide an example of the support given	<i>How can the level of support be improved?</i>	
	B. A little			
	C. Some			
	D. Sufficient			



Part 5: Condition and trend of protected area values

The key values for the protected area should be copied from Table 3 and entered into Table 9. The Facilitator should write these values on a flip chart.

Please consider the **current condition** of the protected area values you have identified and rate them using the scale below:

Very good: there is no problem; the value is **doing well**

Good: things are **okay** although there are **minor problems**; the **value can be maintained in this condition without intervention**

Fair: there are **some problems** affecting the value, and it will **need quite a lot of work and time to recover**

Poor: the value is **really suffering**, and it will not recover, at least **without a major effort and intervention**.

Don't Know: we have **no information or knowledge** about the value and cannot assess the condition.

Now please consider the **trend (or change over time)** in relation to each protected area value and this using the scale below:

I Improving: Getting better / recovering

S Stable: Staying about the same

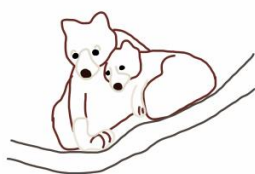
D Deteriorating: Getting worse

DK Don't Know There is no information available about the value so trend cannot be determined

Table 9: Condition and trend of protected area values

Key value (from Table 3)	Condition					Trend				Information source and justification for Assessment	Ways to improve
	Very good	Good	Fair	Poor	DK	I ↑	S ↔	D ↓	DK	Explain why you scored it that way	How can the condition and trend be improved

(Please add rows, as needed)



Part 6: Recommendations or ways forward to improve management effectiveness

As the final task, I would like you to think about all the values, threats and issues that have been raised and to **list three things that would help you to make your protected area better in the future.**

Table 10: Overall recommendations for the protected area

	<i>Recommendations to make your protected area better</i>
1	
2	
3	(Please add more rows if you would like to expand on your recommendations)

When you return to your community

All the METT questions have asked you to think about ‘**ways forward**’ or **actions or next steps** to improve management effectiveness. When you return home or to your organization, please complete the Table below. For each question in the METT, select one or two actions and include them in the table. This can serve as a work plan so that the community can discuss, prioritise and follow-up on the results from the METT assessment.

Think about the key actions: **when** they can be achieved; **who** is responsible for the action; are there others who need to be involved; what are the **budget** needs; and are there other considerations. Divide the actions between those that are feasible within the current budget and staff members, and those that will require additional money and perhaps extra people or expertise. Then **order the actions by priority**. Include high priority actions that are within the current budget into the current or next year’s work plan. Include priorities that need additional resources in current/future funding proposals.

Action Plan to improve PA management effectiveness

METT Question (No. & issue)	Actions to improve management	By when?	Who is responsible?	Who else needs to be engaged?	Budget needs	Other comments (e.g. outputs/outcomes)

Thank you for your participation in this protected area management effectiveness assessment. We value the time and knowledge that you have contributed to this important task.

For the Facilitator/recorder to answer (after the workshop is completed)

Please reflect on the information that has been provided by the PA representatives. In Table 11 please list what you think are the main strengths/successes for the protected area and what are the main challenges (try to synthesis these – a brief explanation would be useful).

Table 11: Strengths and challenges identified by the Facilitators and Recorders

	Strengths	Challenges
1		
2		
3		
4		
5		
6		

References

- Booker F & Franks P 2019. Governance Assessment for Protected and Conserved Areas (GAPA) Methodology manual for GAPA facilitators. IIED, London.
- Dudley 2008. Guidelines for Applying Protected Area Management Categories
- Franks P & Booker F. 2018. Governance Assessment for Protected and Conserved Areas (GAPA): Early experience of a multi-stakeholder methodology for enhancing equity and effectiveness. IIED Working Paper, IIED, London.
- Leverington F, Peterson A, Peterson G 2017. The PNG-METT. A method for assessing effectiveness in Papua New Guinea's protected areas, SPREP, Apia. Available at: http://www.pg.undp.org/content/dam/papua_new_guinea/docs/Publications/GEF%20Publications/5.%20PNG%20METT_Low_res.pdf.
- Stolton S, Hockings M & Dudley N. 2020. Management Effectiveness Tracking Tool. Reporting progress at protected area sites: Fourth Edition. Excel workbook and guidance. Available at: <https://www.protectedplanet.net/en/thematic-areas/protected-areas-management-effectiveness-pame>.