



Tracking Tool for Biodiversity Projects in GEF-3, GEF-4, and GEF-5

Objective 1: Catalyzing Sustainability of Protected Area Systems SECTION II: Management Effectiveness Tracking Tool for Protected Areas

Note: Please complete the management effectiveness tracking tool for **EACH** protected area that is the target of the GEF intervention and create a new worksheet for each.

Structure and content of the Tracking Tool - Objective 1. Section II:

The Tracking Tool has two main sections: datasheets and assessment form. Both sections should be completed.

1. Datasheets: the data sheet comprises of two separate sections:

ü Data sheet 1: records details of the assessment and some basic information about the site, such as name, size and location etc.

ü Data sheet 2: provides a generic list of threats which protected areas can face. On this data sheet the assessors are asked to identify threats and rank their impact on the protected area.

2. **Assessment Form:** the assessment is structured around 30 questions presented in table format which includes three columns for recording details of the assessment, all of which should be completed.

Important: Please read the Guidelines posted on the GEF website before entering your data

Data Sheet 1: Reporting Progress at Protected Area Sites	Please indicate your answer here	Notes
Name, affiliation and contact details for person responsible for completing the METT (email etc.)		
Date assessment carried out		Month DD, YYYY (e.g., May 12, 2010)
Name of protected area		
WDPA site code (these codes can be found on www.unep-wcmc.org/wdpa/)		
Designations (please choose 1-3)		1: National 2: IUCN Category 3: International (please complete lines 35-69 as necessary)
Country		
Location of protected area (province and if possible map reference)		
Date of establishment		
Ownership details (please choose 1-4)		1: State 2: Private 3: Community 4: Other
Management Authority		
Size of protected area (ha)		
Number of Permanent staff		
Number of Temporary staff		
Annual budget (US\$) for recurrent (operational) funds - excluding staff salary costs		
Annual budget (US\$) for project or other supplementary funds - excluding staff salary costs		
What are the main values for which the area is designated		
List the two primary protected area management objectives in below:		
Management objective 1		
Management objective 2		
No. of people involved in completing assessment		
Including: (please choose 1-8)		1: PA manager 2: PA staff 3: Other PA agency staff 4: Donors 5: NGOs 6: External experts 7: Local community 8: Other

Information on International Designations	Please indicate your answer here	
UNESCO World Heritage site (see: http://whc.unesco.org/en/list)		
Date Listed		
Site name		
Site area		

Geographical co-ordinates		
Criteria for designation		(i.e. criteria i to x)
Statement of Outstanding Universal Value		
Ramsar site (see: http://ramsar.wetlands.org)		
Date Listed		
Site name		
Site area		
Geographical number		
Reason for Designation (see Ramsar Information Sheet)		
UNESCO Man and Biosphere Reserves (see: http://www.unesco.org/new/en/natural-sciences/environment/ecological-sciences/man-and-biosphere-programme/)		
Date Listed		
Site name		
Site area		Total, Core, Buffer, and Transition
Geographical co-ordinates		
Criteria for designation		
Fulfilment of three functions of MAB		conservation, development and logistic support
Please list other designations (i.e. ASEAN Heritage, Natura 2000) and any supporting information below		
		Name
		Detail
		Name
		Detail
		Name
		Detail

Data Sheet 2: Protected Areas Threats (please complete a Data Sheet of threats and assessment for each protected area of the project).		
Please choose all relevant existing threats as either of high, medium or low significance. Threats ranked as of high significance are those which are seriously degrading values; medium are those threats having some negative impact and those characterised as low are threats which are present but not seriously impacting values or N/A where the threat is not present or not applicable in the protected area.		
1. Residential and commercial development within a protected area		
Threats from human settlements or other non-agricultural land uses with a substantial footprint		
1.1 Housing and settlement		0: N/A 1: Low 2: Medium 3: High
1.2 Commercial and industrial areas		0: N/A 1: Low 2: Medium 3: High
1.3 Tourism and recreation infrastructure		0: N/A 1: Low 2: Medium 3: High
2. Agriculture and aquaculture within a protected area		
Threats from farming and grazing as a result of agricultural expansion and intensification, including silviculture, mariculture and aquaculture		
2.1 Annual and perennial non-timber crop cultivation		0: N/A 1: Low 2: Medium 3: High
2.1a Drug cultivation		0: N/A 1: Low 2: Medium 3: High
2.2 Wood and pulp plantations		0: N/A 1: Low 2: Medium 3: High

2.3 Livestock farming and grazing		0: N/A 1: Low 2: Medium 3: High
2.4 Marine and freshwater aquaculture		0: N/A 1: Low 2: Medium 3: High
3. Energy production and mining within a protected area		
Threats from production of non-biological resources		
3.1 Oil and gas drilling		0: N/A 1: Low 2: Medium 3: High
3.2 Mining and quarrying		0: N/A 1: Low 2: Medium 3: High
3.3 Energy generation, including from hydropower dams		0: N/A 1: Low 2: Medium 3: High
4. Transportation and service corridors within a protected area		
Threats from long narrow transport corridors and the vehicles that use them including associated wildlife mortality		
4.1 Roads and railroads (include road-killed animals)		0: N/A 1: Low 2: Medium 3: High
4.2 Utility and service lines (e.g. electricity cables, telephone lines,)		0: N/A 1: Low 2: Medium 3: High
4.3 Shipping lanes and canals		0: N/A 1: Low 2: Medium 3: High
4.4 Flight paths		0: N/A 1: Low 2: Medium 3: High
5. Biological resource use and harm within a protected area		
Threats from consumptive use of "wild" biological resources including both deliberate and unintentional harvesting effects; also persecution or control of specific species (note this includes hunting and killing of animals)		
5.1 Hunting, killing and collecting terrestrial animals (including killing of animals as a result of human/wildlife conflict)		0: N/A 1: Low 2: Medium 3: High
5.2 Gathering terrestrial plants or plant products (non-timber)		0: N/A 1: Low 2: Medium 3: High
5.3 Logging and wood harvesting		0: N/A 1: Low 2: Medium 3: High
5.4 Fishing, killing and harvesting aquatic resources		0: N/A 1: Low 2: Medium 3: High
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		
6.1 Recreational activities and tourism		0: N/A 1: Low 2: Medium 3: High

6.2 War, civil unrest and military exercises		0: N/A 1: Low 2: Medium 3: High
6.3 Research, education and other work-related activities in protected areas		0: N/A 1: Low 2: Medium 3: High
6.4 Activities of protected area managers (e.g. construction or vehicle use, artificial watering points and dams)		0: N/A 1: Low 2: Medium 3: High
6.5 Deliberate vandalism, destructive activities or threats to protected area staff and visitors		0: N/A 1: Low 2: Medium 3: High
7. Natural system modifications		
Threats from other actions that convert or degrade habitat or change the way the ecosystem functions		
7.1 Fire and fire suppression (including arson)		0: N/A 1: Low 2: Medium 3: High
7.2 Dams, hydrological modification and water management/use		0: N/A 1: Low 2: Medium 3: High
7.3a Increased fragmentation within protected area		0: N/A 1: Low 2: Medium 3: High
7.3b Isolation from other natural habitat (e.g. deforestation, dams without effective aquatic wildlife passages)		0: N/A 1: Low 2: Medium 3: High
7.3c Other 'edge effects' on park values		0: N/A 1: Low 2: Medium 3: High
7.3d Loss of keystone species (e.g. top predators, pollinators etc)		0: N/A 1: Low 2: Medium 3: High
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		
8.1 Invasive non-native/alien plants (weeds)		0: N/A 1: Low 2: Medium 3: High
8.1a Invasive non-native/alien animals		0: N/A 1: Low 2: Medium 3: High
8.1b Pathogens (non-native or native but creating new/increased problems)		0: N/A 1: Low 2: Medium 3: High
8.2 Introduced genetic material (e.g. genetically modified organisms)		0: N/A 1: Low 2: Medium 3: High
9. Pollution entering or generated within protected area		
Threats from introduction of exotic and/or excess materials or energy from point and non-point sources		
9.1 Household sewage and urban waste water		0: N/A 1: Low 2: Medium 3: High

9.1a Sewage and waste water from protected area facilities (e.g. toilets, hotels etc)		0: N/A 1: Low 2: Medium 3: High
9.2 Industrial, mining and military effluents and discharges (e.g. poor water quality discharge from dams, e.g. unnatural temperatures, de-oxygenated, other pollution)		0: N/A 1: Low 2: Medium 3: High
9.3 Agricultural and forestry effluents (e.g. excess fertilizers or pesticides)		0: N/A 1: Low 2: Medium 3: High
9.4 Garbage and solid waste		0: N/A 1: Low 2: Medium 3: High
9.5 Air-borne pollutants		0: N/A 1: Low 2: Medium 3: High
9.6 Excess energy (e.g. heat pollution, lights etc)		0: N/A 1: Low 2: Medium 3: High
10. Geological events		
Geological events may be part of natural disturbance regimes in many ecosystems. But 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.		
10.1 Volcanoes		0: N/A 1: Low 2: Medium 3: High
10.2 Earthquakes/Tsunamis		0: N/A 1: Low 2: Medium 3: High
10.3 Avalanches/ Landslides		0: N/A 1: Low 2: Medium 3: High
10.4 Erosion and siltation/ deposition (e.g. shoreline or riverbed changes)		0: N/A 1: Low 2: Medium 3: High
11. Climate change and severe weather		
Threats from long-term climatic changes which may be linked to global warming and other severe climatic/weather events outside of the natural range of variation		
11.1 Habitat shifting and alteration		0: N/A 1: Low 2: Medium 3: High
11.2 Droughts		0: N/A 1: Low 2: Medium 3: High
11.3 Temperature extremes		0: N/A 1: Low 2: Medium 3: High
11.4 Storms and flooding		0: N/A 1: Low 2: Medium 3: High
12. Specific cultural and social threats		

12.1 Loss of cultural links, traditional knowledge and/or management practices		0: N/A 1: Low 2: Medium 3: High
12.2 Natural deterioration of important cultural site values		0: N/A 1: Low 2: Medium 3: High
12.3 Destruction of cultural heritage buildings, gardens, sites etc		0: N/A 1: Low 2: Medium 3: High

Assessment Form		
1. Legal status: Does the protected area have legal status (or in the case of private reserves is covered by a covenant or similar)?		0: The protected area is not gazetted/covenanted 1: There is agreement that the protected area should be gazetted/covenanted but the process has not yet begun 2: The protected area is in the process of being gazetted/covenanted but the process is still incomplete (includes sites designated under international conventions, such as Ramsar, or local/traditional law such as community conserved areas, which do not yet have national legal status or covenant) 3: The protected area has been formally gazetted/covenanted
Comments and Next Steps		
2. Protected area regulations: Are appropriate regulations in place to control land use and activities (e.g. hunting)?		0: There are no regulations for controlling land use and activities in the protected area 1: Some regulations for controlling land use and activities in the protected area exist but these are major weaknesses 2: Regulations for controlling land use and activities in the protected area exist but there are some weaknesses or gaps 3: Regulations for controlling inappropriate land use and activities in the protected area exist and provide an excellent basis for management
Comments and Next Steps		
3. Law Enforcement: Can staff (i.e. those with responsibility for managing the site) enforce protected area rules well enough?		0: The staff have no effective capacity/resources to enforce protected area legislation and regulations 1: There are major deficiencies in staff capacity/resources to enforce protected area legislation and regulations (e.g. lack of skills, no patrol budget, lack of institutional support) 2: The staff have acceptable capacity/resources to enforce protected area legislation and regulations but some deficiencies remain 3: The staff have excellent capacity/resources to enforce protected area legislation and regulations
Comments and Next Steps		
4. Protected area objectives: Is management undertaken according to agreed objectives?		0: No firm objectives have been agreed for the protected area 1: The protected area has agreed objectives, but is not managed according to these objectives 2: The protected area has agreed objectives, but is only partially managed according to these objectives 3: The protected area has agreed objectives and is managed to meet these objectives
Comments and Next Steps		
5. Protected area design: Is the protected area the right size and shape to protect species, habitats, ecological processes and water catchments of key conservation concern?		0: Inadequacies in protected area design mean achieving the major objectives of the protected area is very difficult 1: Inadequacies in protected area design mean that achievement of major objectives is difficult but some mitigating actions are being taken (e.g. agreements with adjacent land owners for wildlife corridors or introduction of appropriate catchment management) 2: Protected area design is not significantly constraining achievement of objectives, but could be improved (e.g. with respect to larger scale ecological processes) 3: Protected area design helps achievement of objectives; it is appropriate for species and habitat conservation; and maintains ecological processes such as surface and groundwater flows at a catchment scale, natural disturbance patterns etc
Comments and Next Steps		

6. Protected area boundary demarcation: Is the boundary known and demarcated?	0: The boundary of the protected area is not known by the management authority or local residents/neighbouring land users 1: The boundary of the protected area is known by the management authority but is not known by local residents/neighbouring land users 2: The boundary of the protected area is known by both the management authority and local residents/neighbouring land users but is not appropriately demarcated 3: The boundary of the protected area is known by the management authority and local residents/neighbouring land users and is appropriately demarcated
Comments and Next Steps	
7. Management plan: Is there a management plan and is it being implemented?	0: There is no management plan for the protected area 1: A management plan is being prepared or has been prepared but is not being implemented 2: A management plan exists but it is only being partially implemented because of funding constraints or other problems 3: A management plan exists and is being implemented
Comments and Next Steps	
7.a Planning process: The planning process allows adequate opportunity for key stakeholders to influence the management plan	0: No 1: Yes
Comments and Next Steps	
7.b Planning process: There is an established schedule and process for periodic review and updating of the management plan	0: No 1: Yes
Comments and Next Steps	
7.c Planning process: The results of monitoring, research and evaluation are routinely incorporated into planning	0: No 1: Yes
Comments and Next Steps	
8. Regular work plan: Is there a regular work plan and is it being implemented	0: No regular work plan exists 1: A regular work plan exists but few of the activities are implemented 2: A regular work plan exists and many activities are implemented 3: A regular work plan exists and all activities are implemented
Comments and Next Steps	
9. Resource inventory: Do you have enough information to manage the area?	0: There is little or no information available on the critical habitats, species and cultural values of the protected area 1: Information on the critical habitats, species, ecological processes and cultural values of the protected area is not sufficient to support planning and decision making 2: Information on the critical habitats, species, ecological processes and cultural values of the protected area is sufficient for most key areas of planning and decision making 3: Information on the critical habitats, species, ecological processes and cultural values of the protected area is sufficient to support all areas of planning and decision making
Comments and Next Steps	
10. Protection systems: Are systems in place to control access/resource use in the protected area?	0: Protection systems (patrols, permits etc) do not exist or are not effective in controlling access/resource use 1: Protection systems are only partially effective in controlling access/resource use 2: Protection systems are moderately effective in controlling access/resource use 3: Protection systems are largely or wholly effective in controlling access/resource use
Comments and Next Steps	
11. Research: Is there a programme of management-orientated survey and research work?	0: There is no survey or research work taking place in the protected area 1: There is a small amount of survey and research work but it is not directed towards the needs of protected area management 2: There is considerable survey and research work but it is not directed towards the needs of protected area management 3: There is a comprehensive, integrated programme of survey and research work, which is relevant to management needs
Comments and Next Steps	
12. Resource management: Is active resource management being undertaken?	0: Active resource management is not being undertaken 1: Very few of the requirements for active management of critical habitats, species, ecological processes and cultural values are being implemented 2: Many of the requirements for active management of critical habitats, species, ecological processes and, cultural values are being implemented but some key issues are not being addressed 3: Requirements for active management of critical habitats, species, ecological processes and, cultural values are being substantially or fully implemented
Comments and Next Steps	

13. Staff numbers: Are there enough people employed to manage the protected area?	0: There are no staff 1: Staff numbers are inadequate for critical management activities 2: Staff numbers are below optimum level for critical management activities 3: Staff numbers are adequate for the management needs of the protected area
Comments and Next Steps	
14. Staff training: Are staff adequately trained to fulfill management objectives?	0: Staff lack the skills needed for protected area management 1: Staff training and skills are low relative to the needs of the protected area 2: Staff training and skills are adequate, but could be further improved to fully achieve the objectives of management 3: Staff training and skills are aligned with the management needs of the protected area
Comments and Next Steps	
15. Current budget: Is the current budget sufficient?	0: There is no budget for management of the protected area 1: The available budget is inadequate for basic management needs and presents a serious constraint to the capacity to manage 2: The available budget is acceptable but could be further improved to fully achieve effective management 3: The available budget is sufficient and meets the full management needs of the protected area
Comments and Next Steps	
16. Security of budget: Is the budget secure?	0: There is no secure budget for the protected area and management is wholly reliant on outside or highly variable funding 1: There is very little secure budget and the protected area could not function adequately without outside funding 2: There is a reasonably secure core budget for regular operation of the protected area but many innovations and initiatives are reliant on outside funding 3: There is a secure budget for the protected area and its management needs
Comments and Next Steps	
17. Management of budget: Is the budget managed to meet critical management needs?	0: Budget management is very poor and significantly undermines effectiveness (e.g. late release of budget in financial year) 1: Budget management is poor and constrains effectiveness 2: Budget management is adequate but could be improved 3: Budget management is excellent and meets management needs
Comments and Next Steps	
18. Equipment: Is equipment sufficient for management needs?	0: There are little or no equipment and facilities for management needs 1: There are some equipment and facilities but these are inadequate for most management needs 2: There are equipment and facilities, but still some gaps that constrain management 3: There are adequate equipment and facilities
Comments and Next Steps	
19. Maintenance of equipment: Is equipment adequately maintained?	0: There is little or no maintenance of equipment and facilities 1: There is some ad hoc maintenance of equipment and facilities 2: There is basic maintenance of equipment and facilities 3: Equipment and facilities are well maintained
Comments and Next Steps	
20. Education and awareness: Is there a planned education programme linked to the objectives and needs?	0: There is no education and awareness programme 1: There is a limited and ad hoc education and awareness programme 2: There is an education and awareness programme but it only partly meets needs and could be improved 3: There is an appropriate and fully implemented education and awareness programme
Comments and Next Steps	
21. Planning for land and water use: Does land and water use planning recognise the protected area and aid the achievement of objectives?	0: Adjacent land and water use planning does not take into account the needs of the protected area and activities/policies are detrimental to the survival of the area 1: Adjacent land and water use planning does not take into account the long term needs of the protected area, but activities are not detrimental to the area 2: Adjacent land and water use planning partially takes into account the long term needs of the protected area 3: Adjacent land and water use planning fully takes into account the long term needs of the protected area
Comments and Next Steps	
21a. Land and water planning for habitat conservation: Planning and management in the catchment or landscape containing the protected area incorporates provision for adequate environmental conditions (e.g. volume, quality and timing of water flow, air pollution levels etc) to sustain relevant habitats.	0: No 1: Yes
Comments and Next Steps	

21b. Land and water planning for habitat conservation: Management of corridors linking the protected area provides for wildlife passage to key habitats outside the protected area (e.g. to allow migratory fish to travel between freshwater spawning sites and the sea, or to allow animal migration).		0: No 1: Yes
Comments and Next Steps		
21c. Land and water planning for habitat conservation: "Planning addresses ecosystem-specific needs and/or the needs of particular species of concern at an ecosystem scale (e.g. volume, quality and timing of freshwater flow to sustain particular species, fire management to maintain savannah habitats etc.)"		0: No 1: Yes
Comments and Next Steps		
22. State and commercial neighbours: Is there co-operation with adjacent land and water users?		0: There is no contact between managers and neighbouring official or corporate land and water users 1: There is contact between managers and neighbouring official or corporate land and water users but little or no cooperation 2: There is contact between managers and neighbouring official or corporate land and water users, but only some co-operation 3: There is regular contact between managers and neighbouring official or corporate land and water users, and substantial co-operation on management
Comments and Next Steps		
23. Indigenous people: Do indigenous and traditional peoples resident or regularly using the protected area have input to management decisions?		0: Indigenous and traditional peoples have no input into decisions relating to the management of the protected area 1: Indigenous and traditional peoples have some input into discussions relating to management but no direct role in management 2: Indigenous and traditional peoples directly contribute to some relevant decisions relating to management but their involvement could be improved 3: Indigenous and traditional peoples directly participate in all relevant decisions relating to management, e.g. co-management
Comments and Next Steps		
24. Local communities: Do local communities resident or near the protected area have input to management decisions?		0: Local communities have no input into decisions relating to the management of the protected area 1: Local communities have some input into discussions relating to management but no direct role in management 2: Local communities directly contribute to some relevant decisions relating to management but their involvement could be improved 3: Local communities directly participate in all relevant decisions relating to management, e.g. co-management
Comments and Next Steps		
24 a. Impact on communities: There is open communication and trust between local and/or indigenous people, stakeholders and protected area managers		0: No 1: Yes
Comments and Next Steps		
24 b. Impact on communities: Programmes to enhance community welfare, while conserving protected area resources, are being implemented		0: No 1: Yes
Comments and Next Steps		
24 c. Impact on communities: Local and/or indigenous people actively support the protected area		0: No 1: Yes
Comments and Next Steps		
25. Economic benefit: Is the protected area providing economic benefits to local communities, e.g. income, employment, payment for environmental services?		0: The protected area does not deliver any economic benefits to local communities 1: Potential economic benefits are recognised and plans to realise these are being developed 2: There is some flow of economic benefits to local communities 3: There is a major flow of economic benefits to local communities from activities associated with the protected area
Comments and Next Steps		
26. Monitoring and evaluation: Are management activities monitored against performance?		0: There is no monitoring and evaluation in the protected area 1: There is some ad hoc monitoring and evaluation, but no overall strategy and/or no regular collection of results 2: There is an agreed and implemented monitoring and evaluation system but results do not feed back into management 3: A good monitoring and evaluation system exists, is well implemented and used in adaptive management
Comments and Next Steps		
27. Visitor facilities: Are visitor facilities adequate?		0: There are no visitor facilities and services despite an identified need 1: Visitor facilities and services are inappropriate for current levels of visitation 2: Visitor facilities and services are adequate for current levels of visitation but could be improved 3: Visitor facilities and services are excellent for current levels of visitation
Comments and Next Steps		

28. Commercial tourism operators: Do commercial tour operators contribute to protected area management?		0: There is little or no contact between managers and tourism operators using the protected area 1: There is contact between managers and tourism operators but this is largely confined to administrative or regulatory matters 2: There is limited co-operation between managers and tourism operators to enhance visitor experiences and maintain protected area values 3: There is good co-operation between managers and tourism operators to enhance visitor experiences, and maintain protected area values
Comments and Next Steps		
29. Fees: If fees (i.e. entry fees or fines) are applied, do they help protected area management?		0: Although fees are theoretically applied, they are not collected 1: Fees are collected, but make no contribution to the protected area or its environs 2: Fees are collected, and make some contribution to the protected area and its environs 3: Fees are collected and make a substantial contribution to the protected area and its environs
Comments and Next Steps		
30. Condition of values: What is the condition of the important values of the protected area as compared to when it was first designated?		0: Many important biodiversity, ecological or cultural values are being severely degraded 1: Some biodiversity, ecological or cultural values are being severely degraded 2: Some biodiversity, ecological and cultural values are being partially degraded but the most important values have not been significantly impacted 3: Biodiversity, ecological and cultural values are predominantly intact
Comments and Next Steps		
30a: Condition of values: The assessment of the condition of values is based on research and/or monitoring		0: No 1: Yes
Comments and Next Steps		
30b: Condition of values Specific management programmes are being implemented to address threats to biodiversity, ecological and cultural values		0: No 1: Yes
Comments and Next Steps		
30c: Condition of values: Activities to maintain key biodiversity, ecological and cultural values are a routine part of park management		0: No 1: Yes
Comments and Next Steps		
TOTAL SCORE		
		Pls add up numbers from assessment form (questions 1 to 30)