

COCOA AND COFFEE VALUE CHAINS DEVELOPMENT FUND (FODECC) — RACINE PROJECT

JOINT SEAH TRAINING PLAN AND GRM IMPLEMENTATION TIMELINE

Joint training of the Accredited Entity and the Project Unit, under the aegis of the Accredited Entity
July 2026

I. PRINCIPLE: JOINT TRAINING UNDER THE AEGIS OF THE ACCREDITED ENTITY

To save time and enhance consistency and efficiency, SEAH training for MINEPAT staff (the Accredited Entity) and for the workers of the RACINE project (the Project Unit) is organised within a single calendar, around a common core of content and, as far as possible, in the same sessions, under the aegis of the Accredited Entity.

This responds to the Green Climate Fund's requirement for a plan to train workers on SEAH and on their role in prevention and response (SEAH Action Plan, §21(a)(i)), while building on the institutional training arrangements already undertaken by MINEPAT.

SEAH training is mandatory under the SEAH Policy (§6.2); it is anchored in the Code of Conduct, whose dissemination (Art. 18) and the signing of the commitment form (Art. 20) are required of all covered persons.

The starting point of the timeline is set at August 2026, with the launch of activities, rather than at approval of the funding proposal, so that the mechanism is functional before the start of activities liable to give rise to grievances.

II. JOINT TRAINING PLAN

The sessions below bring together, under the aegis of the Accredited Entity, MINEPAT staff and the relevant project personnel. Where the number of project workers is not yet determined, the entry "All project personnel" is used and will be specified by FODECC.

No.	Session (joint audience)	Content / audience	Number	Location
—	Common core (all sessions)	SEA/SH definitions, code of conduct, reporting channels, survivor-centred response, roles in prevention and response	Single content	—
1	Central services — Technical group + project coordination team	MINEPAT staff and relevant project personnel	50 (MINEPAT) + relevant project personnel	Kribi
2	Top management (SG, IG, DG), supervised bodies + project management	MINEPAT staff and relevant project personnel	26 (MINEPAT) + relevant project personnel	Yaoundé
3	Heads of unit (TC, inspectors, directors, deputy directors) +	MINEPAT staff and relevant project personnel	86 (MINEPAT) + relevant project	Yaoundé

	project supervision		personnel	
4	Deconcentrated services (RD, DD) + agricultural advisors, FODECC field agents and contractors	MINEPAT staff and All project personnel	68 (MINEPAT) + All project personnel	Mbalmayo

III. IMPLEMENTATION TIMELINE — ANCHORED IN AUGUST 2026

Deadline	Milestone	Responsible	Scope
August 2026	Designation of GRM focal points (5 regions); activation of access channels; adoption of the project code of conduct; session 1 (Kribi) — common core	MINEPAT (AE) / FODECC	Launch — mechanism functional before activities
September 2026	Sessions 2 and 3 (Yaoundé); publication of the trilingual grievance brochure	MINEPAT (AE) / FODECC	AE + project supervision
October 2026	Session 4 (Mbalmayo) — deconcentrated services + all project personnel and contractors; display of contact details at the sites	MINEPAT (AE) / FODECC	Field and contractor coverage
November 2026	GRM fully functional at all levels	FODECC / MINEPAT	Completion milestone
December 2026	First review; first quarterly operating report	FODECC Safeguards Unit	Report required by the Circular §X
Annual	Joint refresher session; coverage maintained at 100% of project personnel	MINEPAT (AE) / FODECC	Sustainability (POLI-SEAH §6.2)

IV. TRACEABILITY AND MONITORING

Each session gives rise to a certificate of participation and to the signing of an attendance sheet. Coverage is tracked through a single training register, kept under the aegis of the Accredited Entity. SEAH focal points produce quarterly reports, in accordance with the Circular (§X), consolidated at institutional level. Data are disaggregated by sex and age.

V. ITEMS TO BE VALIDATED AND AUTHORISATIONS TO BE SOUGHT

- Confirmation of dates and locations by MINEPAT and FODECC.
- Specification of the “All project personnel” number by FODECC, as soon as available.
- Decision on the activation of access channels and the designation of regional focal points.
- Validation of the common training core and its inclusion in the budget (CAFI funds for the whole, under the aegis of the Accredited Entity).

Done at Yaoundé, on

The EF-CAFI Technical Coordinator

Validation authority — FODECC