



PROJECT DOCUMENT

Turkmenistan

Project name: Strengthening the institutional capacity of the Ombudsperson's Office of Turkmenistan

Project number:

Implementing partner: Ombudsperson's Office

Date of commencement: 01.01.2021





Date of completion: 31.12.2022

Project appraisal committee meeting date:

Brief description
<p>The main goal of the Project is the improvement of the system of protection, promotion and implementation of human rights in Turkmenistan by reforming national legislation in accordance with the human rights obligations of Turkmenistan international, as well as increasing the institutional capacity of the Ombudsperson's Office.</p> <p>In particular, the Project will focus on strengthening the independent and effective functions of the Ombudsperson's Office in the protection of human rights in accordance with the Paris Principles.</p> <p>During the implementation of the project, UNDP will closely collaborate and coordinate its work with the Office of the High Commissioner for Human Rights (OHCHR), the Global Alliance of National Human Rights Institutions (GANHRI) and regional networks of national human rights institutions. The project will contribute to the strengthening of existing national and international coordinating mechanisms in the area of human rights.</p>

<p>Contributing Outcome 1 of the SDCF UN-TKM 2021-2025):</p> <p>By 2025, the population of Turkmenistan has access to a more efficient, innovative and transparent public administration system based on the rule of law, respect for human rights, gender equality and labor rights, and quality data.</p> <p>CP output 1.3: Legislative and strategic framework, programs and their implementation improved in performance recommendations of the UN Mechanisms, including UPR, UN treaty bodies and Special Procedures involving civil society.</p> <p>Gender marker: GEN 2</p>	<p>Total funds required 2021-2022:</p> <p>\$155,911.22 USD</p>	
	<p>Government of Turkmenistan: (Ombudsperson's Office)</p>	<p>\$89,102.22 USD</p>
		<p>2021</p> <p>2022</p>
		<p>\$30,881.27</p> <p>\$58,220.95</p>
		<p>UNDP</p> <p>\$40,255.00</p> <p>\$26,554.00</p>
	<p>TOTAL</p> <p>\$71,136.27</p> <p>\$84,774.95</p>	

Agreed by (signatures):

Ombudsperson's Office	United Nations Development Program
  <p>Yazdursun Gurbannazarova Ombudsperson</p>	  <p>Natia Natsvilishvili, Acting UNDP Resident Representative in Turkmenistan</p>
Date: 11.12.2020	Date: 11.12.2020

I. DESCRIPTION OF THE SITUATION

The present period of the state development of Turkmenistan is characterized by vigorous activities to reform the national human rights system, including institutional and legal measures. Turkmenistan was one of the first countries in the region to accede to key international conventions and instruments in the field of human rights. In particular, Turkmenistan is a state party to seven of the nine core human rights treaties and some of their optional protocols and has ratified all eight core ILO conventions.

The country participates in regular dialogues with the main UN treaty bodies and has adopted a number of recommendations on the submitted national reports.

Turkmenistan took part in the dialogues on the Universal Periodic Review (UPR) and received a number of recommendations to improve the system of human rights protection. In order to implement recommendations to the UPR, the Interdepartmental Commission for Ensuring Compliance with Turkmenistan's International Commitments in the area of Human Rights and international Humanitarian Law developed the National Human Rights Action Plan of Turkmenistan for 2016-2020 (NHRAP), which was approved in 2016.

In order to create an independent human rights institution in accordance with the Paris Principles, the new edition of the Constitution of Turkmenistan (September 4, 2016) introduced the post of the Commissioner for Human Rights in Turkmenistan and established the procedure for his election. In November of the same year, Turkmenistan adopted the Law "On the Ombudsman", which defines the rights, duties, main directions and guarantees of the Ombudsman's activities and his powers. In March 2017, the Mejlis of Turkmenistan elected the Ombudsman for the first time in the country. According to the Law, the Ombudsman considers complaints about decisions or actions (inactions) of state authorities, local authorities and their officials that violate the rights, freedoms and legitimate interests of citizens of Turkmenistan and foreign citizens and stateless persons in the territory of Turkmenistan and has the right to conduct check those.

The Law provides a legal basis for the immunity and independence of the Ombudsman, who cannot be held criminally liable or administratively liable in court, detained, taken into custody, brought under arrest and subjected to personal search without the consent of the Mejlis of Turkmenistan. The Ombudsman has the right to conduct inspections without prior notification of places of detention, request and receive necessary materials and information from organizations, regardless of their organizational form. The Ombudsman annually submits to the President of Turkmenistan for consideration a report on his activities and the situation in the field of human rights in the country and delivers this report to the Mejlis of Turkmenistan.

The main directions of the Ombudsman's activities are: to promote the development of international cooperation in the field of human rights, study and implementation of international standards, as well as the implementation of Turkmenistan's international obligations to protect human rights and freedoms and raise awareness of the population in the field of human rights.

In order to assist the Ombudsperson's Office in the implementation of the Law of Turkmenistan "On the Ombudsman", the UN Development Program and the Ombudsperson's Office, jointly developed this Project on Strengthening the Institutional Capacity of the Ombudsperson's Office of Turkmenistan.

II. STRATEGY

This project is strategically important for both the UN Development Program and the Government of Turkmenistan, as it consolidates the already established constructive relations in the implementation of the global Agenda for Sustainable Development until 2030 (Agenda 2030) and the corresponding Sustainable Development Goals adopted by Turkmenistan at government level in September 2016.

The long-term goal of the Project is to improve the system of protection, promotion and implementation of human rights in Turkmenistan by bringing national legislation in line with the UN human rights conventions, as well as developing the institutional capacity of the Ombudsperson's Office in obtaining accreditation by the Global Alliance of National Human Rights Institutions (GANHRI).

The project is directly aimed at achieving Goal 16 of the United Nations Sustainable Development Goals (SDGs): "Assistance in building a peaceful and inclusive society for sustainable

development, ensuring access to justice for all and building effective, accountable and participatory institutions at all levels", and Goal 10: "Reducing inequalities within and between countries through" strengthening the capacity of the Ombudsperson's Office to promote and protect human rights in accordance with the Paris Principles.

The following is provided for by the United Nations Sustainable Development Cooperation Framework Program (UNDSCF) between Turkmenistan and the United Nations for 2021–2025 in order to support Turkmenistan's international obligations: strengthening capacity of the Ombudsperson's Office to obtain accreditation as a national human rights institution in accordance with the Paris Principles; providing support to selected government agencies, including law enforcement agencies, to develop or strengthen programs and mechanisms to implement accepted recommendations received from the UN human rights treaty bodies and mechanisms.

Country Programme Document on cooperation between Turkmenistan and UNDP for 2021-2025 defines as one of the directions cooperation with targeted government institutions, including law enforcement agencies and the Ombudsperson's Office, with the participation of the regional office of OHCHR, to implement the recommendations of the human rights treaty bodies. The project contributes to the achievement of Intermediate Outcome 1.3: the legislative and strategic framework, programs and their implementation are improved in the area of implementation of the recommendations of the UN Mechanisms, including the UPR, UN treaty bodies and Special Procedures with the participation of civil society.

In particular, the Project will include the following components:

Component 1: Strengthening the institutional capacity of the Ombudsperson's Office in accordance with the Paris Principles.

The Project will support the development of the organizational structure, training / retraining of staff, conducting capacity assessments, using the UNDP-OHCHR Toolkit for cooperation with the National Human Rights Institutions, in the development and implementation of internal educational program to improve the professional capacity of the staff of the Ombudsperson's Office.

The Project will provide technical assistance to the Ombudsperson's Office based on the UNDP-OHCHR Toolkit for collaboration with the National Human Rights Institutions. The Toolkit provides for the exchange of experience, information on human rights and approaches to the institutional development of national human rights institutions. The Toolkit reflects the appropriate steps at all stages of building and strengthening the capacity of National Human Rights Institutions and identifies key messages for UNDP and OHCHR support at the international, regional and national levels, as well as the type of capacity required.

Component 2: Strengthening cooperation between the Ombudsperson's Office and law enforcement agencies by raising the awareness of law enforcement officials, especially authorities and judges carrying out investigative and enforcement functions, lawyers, about international human rights law.

The creation of effective mechanisms for interaction with government bodies for the protection of human rights in accordance with the Paris Principles is a priority for National Human Rights Institutions. In accordance with the Law of Turkmenistan "On the Ombudsman", the Ombudsman has all the powers to assist in organizing the interaction of state bodies in joint planning and implementation of agreed programs in the field of protecting human and civil rights and freedoms.

Activities of this Component of the Project will aim to raise awareness among law enforcement officials and lawyers about the United Nations Standard Minimum Rules (SMR) for the Treatment of UN Prisoners, the Guidelines on the Role of Prosecutors, the Code of Conduct for Law Enforcement Officials, the Principles and UN guidelines on access to legal aid in criminal justice systems through workshops, round tables, study visits on the following aspects:

- a) training relevant personnel in the use of SMR;
- b) complaints and independent inspection;
- c) respect for the human dignity and human worth of prisoners;
- d) protection and special needs of vulnerable groups of persons deprived of their liberty;
- e) the right to access to legal representation;
- f) investigation of cases of inhuman or degrading treatment.

Component 3: Raising the level of knowledge and awareness of the general population about human rights, functions and activities of the Ombudsperson's Office.

One of the main functions of the Ombudsman is to promote legal education of citizens in the field of protection of human and civil rights and freedoms, forms and methods of their protection. Activities in this Component of the Project will aim to raise awareness of the general public, and especially the most vulnerable groups of the population, through non-formal education, training and information activities. For coverage at the velayat level, the Project will involve representatives of Khalk Maslakhaty (local councils) as additional specialists to conduct trainings on human rights in velayats. The Project will also create necessary conditions for enhancing the interaction of the Ombudsperson's Office with the representatives of civil society who will participate in the activities carried out within the framework of the Project.

Within the framework of this Component, it is planned to develop information materials on human rights for distribution among the population.

In implementing the Project, UNDP will work closely and coordinate its work with the Office of the High Commissioner for Human Rights (OHCHR), the Global Alliance of National Human Rights Institutions (GANHRI) and regional networks of national human rights institutions. The Project will further strengthen existing national and international human rights coordination mechanisms.

III. RESULTS AND PARTNERSHIPS

The Project is expected to achieve three results.

Within the framework of the Project, under the above-described Components, the following Outcomes will be achieved:

Output 1. The institutional capacity of the Ombudsperson's Office is strengthened.

The achievement of this Outcome will be measured by the following indicators:

- 1.1 Draft roadmap for obtaining accreditation of the Ombudsperson's Office in GANHRI;
- 1.2 Draft Strategic Plan for Capacity Building of the Ombudsperson's Office;
- 1.3 Draft normative legal act to strengthen the institutions of the Ombudsperson's Office;
- 1.4 The capacity of the staff of the Ombudsperson's Office to monitor and evaluate the performance of national human rights institutions increased;
- 1.5 The capacity of the staff of the Ombudsperson's Office has been enhanced in the area of grievance mechanisms in line with the Paris Principles.

Output 2. Cooperation between the Ombudsperson's Office and law enforcement agencies has been strengthened by raising the awareness of law enforcement officials, especially bodies, judges carrying out investigative functions and functions for the execution of sentences and lawyers about the norms of international human rights law.

Within the framework of this Outcome, it is planned to develop constructive cooperation between the Ombudsperson's Office and law enforcement agencies, bar associations and international human rights institutions. The Ombudsperson's Office will be assisted in carrying out awareness-raising activities on international norms and standards in the field of human rights. As part of the Outcome, assistance can also be provided for the adaptation and implementation in Turkmenistan of the most effective international instruments in the field of human rights.

The achievement of this Outcome will be measured by the following indicators:

- 2.1 Number of law enforcement officials, lawyers, judges who are aware of international norms and standards in the field of human rights and the activities of the Ombudsperson's Office, disaggregated by sex.
- 2.2 Number of relationships established with other international human rights institutions and the Ombudsperson's Office.

Output 3. The level of knowledge and awareness of the general population about human rights, functions and activities of the Ombudsperson's Office has been increased.

The achievement of this Outcome will be measured by the following indicators:

- 3.1 The number of civil servants, representatives of public organizations, students, the population who participated in seminars and round tables.
- 3.2 Quantity of information and educational materials on human rights disseminated.

IV. PROJECT MANAGEMENT

Resources required to achieve the expected results

In order to achieve the above project Outcomes, the main resources required to achieve the expected results will mainly consist of the cost of international and national experts and consultants who will provide analytical and technical support to the Project, data acquisition, travel costs, meeting costs and seminars, study visits and contractual services to support project activities.

Partners

The main national partner in the Project will be the Ombudsperson's Office.

Risks and assumptions

EXPECTATIONS:

- Commitment of the Ombudsperson and other involved ministries and sectoral departments to the implementation of the Project.
- Effective coordination of all parties involved in the implementation of the Project.

RISKS:

Among the risks that may affect the achievement of the objectives of this Project, the most significant are:

- Challenges for the Ombudsperson's Office to take appropriate actions on key administrative /operational recommendations emanating from the Project, or to use all available administrative resources to ensure consistent and effective use of advanced programs and technologies.
- Understaffing.
- Insufficient coordination between UNDP and the Ombudsperson's Office for the timely implementation of key Project activities.
- Limitations related to the COVID-19 pandemic.

Knowledge management

The knowledge and experience acquired by the Project beneficiaries as a result of the project activities will be transformed into action plans to develop the capacity of the Institute's staff. Within the framework of the Project, training sessions on the operation, administration and maintenance of the system will be prepared and conducted. UNDP experts will prepare training modules for seminars and trainings.

Sustainable development and scaling

The sustainability of the results after the completion of the Project, taking into account the content of the Project, partnerships and the implementation of project activities, is ensured by joint activities to implement the results of project activities in certain areas through:

- Interest and well-coordinated activities of the involved structures.
- State support (dissemination of information on the results of the Project at meetings and thematic seminars in all regions of the country among the staff of the Office, websites of the project partners) and budget funding.
- Integration of Project results into the existing human rights protection system.

Project management

The Project will be implemented through the National Implementation Modality (NIM). The Ombudsperson's Office will act as the national partner of the Project.

The project management system consists of three levels:

1. Strategic management; Operational management and coordination;
2. Monitoring and Evaluation System (Section VI of the Project Document).

Since support for the implementation of the Project carried out in the National Implementation Modality can be provided to UNDP only at the request of the National Implementing Partner, the parties agreed that the Project Document will be registered in due course with the Ministry of Finance and Economy of Turkmenistan.

In this Project, in addition to the project team, operational control over the implementation of the Project and ensuring the relationship of the project with other similar initiatives and projects will be carried out by the program officers of the UNDP country office: Assistant to Resident Representative and the Program Analyst for Governance, Economic Diversification and Inclusive Growth.

In addition to the services of program officers, the UNDP Country Office will also provide the administrative services.

UNDP in Turkmenistan will oversee and manage the overall Project budget, as well as be responsible for monitoring project implementation and providing timely reporting to the donor. Besides, UNDP will maintain coordination and networking with other ongoing initiatives and organizations in the country.

V. STRUCTURE OF RESULTS

<p>The expected result in the formulation of the Framework Program for Cooperation in the Field of Sustainable Development between Turkmenistan and the UN 2021-2025:</p> <p>Outcome 1. Good governance and the rule of law.</p> <p>By 2025, the population of Turkmenistan has access to a more efficient, innovative and transparent public administration system based on the rule of law, respect for human rights, gender equality and labor rights, and quality data.</p> <p>Intermediate Output 1.2 (CP)</p> <p>The legislative and strategic framework, programs and their realization have been improved in the area of implementation of the recommendations of the UN Mechanisms, including the UPR, UN treaty bodies and Special Procedures with the participation of civil society.</p> <p>Indicator 1.3.3: Accreditation of the Ombudsperson's Office to the Global Alliance of National Human Rights Institutions (GANHRI)</p> <p>Baseline: no (2020) Target: yes (2025)</p>						
<p>Project name and number: Support for strengthening the institutional capacity of the Ombudsperson's Office of Turkmenistan</p>						
Expected results	Indicators	Data source	Baseline		Goals	Data collection methods and risks
			Name	Year		

<p>Output 1 Institutional capacity of the Ombudsperson's Office is strengthened</p>	<p>1.1 Draft developed of the Roadmap for obtaining accreditation in GANHRI</p> <p>1.2 Draft Strategic Plan for Capacity Development of the Ombudsperson's Office</p> <p>1.3 Draft normative legal act to strengthen the institutions of the Ombudsperson's Office.</p> <p>1.4 Capacity of the staff of the Ombudsperson's Office to monitor and evaluate the performance of national human rights institutions increased</p> <p>1.5 The capacity of the staff of the Ombudsperson's Office in the area of complaint mechanisms in line with the Paris Principles.</p>	<p>Project progress report</p>	<p>No</p>	<p>2020</p>	<p>Yes</p>	<p>Yes</p>	<p>Technical assessment, expert reports</p>
<p>Output 2 Cooperation between the Ombudsperson's Office and law enforcement agencies has been strengthened by raising the awareness of law enforcement officials, especially bodies, judges carrying out investigative functions and functions for the execution of sentences, lawyers - about the norms of international human rights law.</p>	<p>2.1 The number of representatives of law enforcement agencies, judges and lawyers who are aware of international norms and standards in the field of human rights and the activities of the Ombudsperson's Office.</p>	<p>Project progress report</p>	<p>-</p>	<p>2020</p>	<p>40</p>	<p>60</p>	<p>Questionnaires at the end of seminars, expert reports</p>
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<p>Output 3 The level of knowledge and awareness of the general population about human rights, functions and activities of the Ombudsperson's Office has been increased.</p>	<p>3.1 Number of civil servants, representatives of public organization, students, population who participated in seminars and round tables on human rights and the activities of the Ombudsperson's Office, disaggregated by gender.</p>	<p>Project progress report</p>	<p>-</p>	<p>2020</p>	<p>80</p>	<p>60</p>	<p>Project progress report</p>
	<p>3.2 Number of information and educational materials on human rights disseminated.</p>	<p>Project progress report</p>	<p>-</p>	<p>2020</p>	<p>1000</p>	<p>1000</p>	<p>Technical assessment, expert reports</p>

VI. MONITORING AND EVALUATION

Monitoring plan

Monitoring activities		Objective	
Monitoring Activity	Purpose	Periodicity	Expected action
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Frequency Quarterly, or in the frequency required for each indicator.	Expected Action Slower than expected progress will be addressed by project management.
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	At least annually	Relevant lessons are captured by the project team and used to inform management decisions.
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.
Project Report	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project quality rating summary, an updated risk log with mitigation measures, and any evaluation or review reports prepared over the period.	Annually, and at the end of the project (final report)	
Project Review (Project Board)	The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the	Specify frequency (i.e., at least	Any quality concerns or slower than expected progress should be discussed by the project

	<p>performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.</p>	<p>annually)</p>	<p>board and management actions agreed to address the issues identified.</p>
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VII. ANNUAL WORK PLAN

Year: 2021

Expected results	Planned activities	Time-frame				Planned budget	
		1 qr	2 qr	3 qr	4 qr	Budget description	Amount (in USD)
Output 1 The institutional capacity of the Ombudsperson's Office is strengthened.	1.1 Conducting a two-day seminar (remotely) with an international expert from the Asia-Pacific Forum (APF) on the development of a Roadmap for obtaining accreditation in GANHRI. 1 International expert (10 working days).					71200 International expert (1 expert * 10 days)	\$3,000.00
	1.2 Conducting technical consultations with ATF experts on applying for accreditation to GANHRI. 1.5 days seminar and "Round Table" - presentation of the Roadmap for obtaining accreditation in GANHRI. 1 International expert, mission 4 days, 7 working days). 1 National Consultant (30 working days).					72400 Translation services (1 translator * 2 days, written translation)	\$363.00
						71200 International expert (1 expert * 7 days)	\$4,000.00
						71600 Travel expenses (1 expert * 4 days)	\$3,675.00
						71300 (National expert * 30 days)	\$ 2,500.00
						75700 Trainings, seminars (1.5 days * 10 people) (1 day * 30 people)	\$3,400.00
						75700 Stationery (40 people)	\$400.00

<p>Output 2 Cooperation between the Ombudsperson's Office and law enforcement agencies has been strengthened by raising the awareness of law enforcement officials, especially bodies, judges carrying out investigative functions and functions for the execution of sentences, lawyers - about the norms of international human rights law.</p>	<p>2.1 Round table on the study of regional experience of cooperation of national human rights institutions with law enforcement agencies, associations of lawyers and international human rights institutions. 2 international experts (mission 3 days).</p>	<p>Government of Turkmenistan</p>	<p>71600 Transportation costs of international experts (2 experts * 2 days)</p>	<p>\$3,434.00</p>
			<p>75700 Trainings, seminars (1/5 day * 30 people)</p>	<p>\$3,660.00</p>
			<p>75700 Stationery (30 people)</p>	<p>\$240.00</p>
			<p>71300 Translation services (2 translators * 2 days)</p>	<p>\$824.00</p>
			<p>74200 printing</p>	<p>\$210.00</p>
	<p>2.2 Conducting a technical workshop with judges on international norms and practices for engaging with national human rights institutions. 1 International expert (mission 3 days, 7 working days). Seminar 1/5 day - 30 participants.</p>	<p>Government of Turkmenistan</p>	<p>71200 International expert (1 expert * 7 days)</p>	<p>\$3,150.00</p>
			<p>71600 Travel expenses (1 expert * 3 days)</p>	<p>\$1,967.00</p>
			<p>75700 Trainings, seminars (1.5 days * 30 people)</p>	<p>\$1,958.57</p>
			<p>71300 Translation services (2 translators * 2 days)</p>	<p>\$574.00</p>

<p>Output 3 The level of knowledge and awareness of the general population about human rights, functions and activities of the Ombudsperson's Office has been increased.</p>	<p>2.3 Participation in an international conference to study the experience of national human rights institutions on human rights.</p>		Government of Turkmenistan	<p>71600 Travel expenses (2 people * 4 days: 2 participants from the Ombudsperson's Office).</p>	<p>\$4,316.00</p>
	<p>Output 2:</p>			<p>64300,74500 Operational expenses</p>	<p>\$ 913.04</p>
	<p>Administrative expenses 7%</p>		Government of Turkmenistan	<p>75100 Services and administration</p>	<p>\$21,246.61</p>
	<p>Total Output 2, including administrative expenses</p>				<p>\$22,733.87</p>
	<p>3.1 Development, printing and distribution of information materials on the activities of the Ombudsperson's office. (Amount: 1000). One National consultant for booklet development</p>		UNDP	<p>74200 printing</p>	<p>\$2,700.00</p>
<p>3.2 Conducting information sessions on the work of the Ombudsperson's Office in the field of women's rights in in three Resource Centers the velayats. (20 participants x 3 velayats). The sessions will be chaired by experts from the Ombudsperson's Office (2 persons) and 1 UNDP staff member.</p>		Government of Turkmenistan	<p>71300 National consultant * 30 days</p>	<p>\$2,500.00</p>	
		UNDP	<p>75700 Trainings, seminars (3 days * 60 people)</p>	<p>\$682.50</p>	
<p>Output 3:</p>		Government of Turkmenistan	<p>71600 Travel expenses (2 people * 3 days: 1 person).</p>	<p>\$720.00</p>	
			<p>64300,74500 Operational expenses</p>	<p>\$ 541.01</p>	
				<p>\$3,041.01</p>	

	Administrative expenses (7%)	Government of Turkmenistan	75100 Services and administration	\$212.87
	Total Output 3, including administrative expenses (Government of Turkmenistan):			\$ 3,253.87
	Output 3:		UNDP	\$ 4,102.00
	Total Output 3:			\$ 7,355.88
Project management		UNDP	71400 Salaries (2 persons * 12 months)	\$12,000.00
			72400 Communication and Internet	\$750.00
			73100 Office rental	\$1,500.00
	Total Project management			\$14,250.00
	Government of Turkmenistan			\$30,881.27
	UNDP			\$40,255.00
	TOTAL			\$71,136.27

Expected results	Planned activities	Time-frames				Source of financing	Planned budget		
		1 qr	2 qr	3 qr	4 qr		Budget description	Amount (in USD)	
Output 1 The institutional capacity of the Ombudsperson's Office is strengthened.	1.1 Assessment of the potential of the Ombudsperson's Office with the participation of an international expert. Two-day evaluation workshop. Two International experts (mission 4 days, 10 working days).					UNDP	71200	International expert (2 experts * 10 days)	\$ 7,380.00
						Government of Turkmenistan	75700	Trainings, seminars (2 days * 15 people)	\$1,399.29
							71300	Translation services (1 translator * 2 days, written translation)	\$519.00
	1.2 Development of a strategic plan for capacity development based on the results of the assessment. Two-day workshop on the results of the evaluation. International expert (mission 3 days, 10 working days). National consultant (45 working days)					UNDP	71200	International expert (1 expert * 14 days)	\$3,000.00
							71600	Travel expenses (1 expert * 3 days)	\$1,924.00
						Government of Turkmenistan	75700	Trainings, seminars (2 days * 15 people)	\$1,399.29

	Ombudsperson's Office)								64300, 74500 Operational expenses	\$614.80
	Output 2:									\$18,162.80
	Administrative expenses (7%):						Government of Turkmenistan		75100 Services and administration	\$1,271.40
	Total Output 2, including administrative expenses									\$19,434.20
Output 3 The level of knowledge and awareness of the general population about human rights, functions and activities of the Ombudsperson's Office has been increased.	3.1 Providing technical support in the preparation of the Ombudsman's report for 2021. Conducting presentations of the Ombudsman's report for 2021. Five presentations will be held at Human rights resource centers in the velayats and in Ashgabat. The sessions will be chaired by experts from the Ombudsperson's Office (2 persons) and 1 UNDP staff member. National consultant (45 working days)						Government of Turkmenistan		75700 Trainings, seminars (5 days * 25 people) 71600 Travel expenses (2 persons * 4 days)	\$4,500.00 \$1,119.00
	3.2 Development, printing and distribution of information and educational materials on human rights. (Circulation 1000 copies).						Government of Turkmenistan		71300 National expert (1* 45 days) 74200 Printing materials	\$3,000.00 \$3,000.00
	Output 3:								64300, 74500 Operational expenses	\$997.54
										\$12,616.54

	Administrative expenses (7%):	Government of Turkmenistan	75100 Services and administration	\$883.16
Project management	Total Output 2, including administrative expenses			\$13,499.70
		UNDP	71400 Salaries (2 persons * 12 * 50% months)	\$12,000.00
			72400 Communication and Internet (12 months, 50%)	\$750.00
			73100 office rent (12 months, 50%)	\$1,500.00
	Total Project management			\$14,250.00
Government of Turkmenistan				\$58,220.95
UNDP				\$26,554.00
TOTAL				\$84,774.95

VIII. GOVERNANCE AND CONTROL MECHANISMS

The project will be implemented in National Implementation Modality (NIM) with the support of the UNDP Country Office in accordance with the UNDP rules and procedures. The Ombudsperson's Office shall act as the main National Implementing Partner.

In particular, the National Implementing Partner is responsible for ensuring that the long-term results of the Project are consistent with the development objectives described in the strategic documents of Turkmenistan (National Action Plan of Turkmenistan in the field of human rights for 2021-2025).

Ombudsperson's Office will appoint a senior official as the National Project Coordinator (NPC) who will be responsible for the implementation of the Project on behalf of the Implementing Partner.

At the initial stage of the Project, UNDP and the Ombudsperson's Office of Turkmenistan shall jointly develop the regulatory documents of the Project Board (PB), including the list of members and the rules of work. The NPC is the chairman of the PB. The PB is responsible for making management decisions on the Project based on consensus. PB is the main subject of strategic project management. The PB will meet at least twice a year to discuss issues related to the implementation of the Project. Additional meetings may be called by the NPC as required.

Representatives of other interested parties may be invited to participate in the PB as observers.

The Project Manager is the Executive Secretary of the PB, participates in meetings as a non-voting member of the PB and is responsible for preparing the PB meeting and keeping minutes of the meetings.

To ensure that UNDP is unconditionally accountable for the results of the Project, PB decisions will be made in accordance with standards that ensure good governance for the achievement of development results, including the best value for money, fairness, integrity, transparency and effective competition.

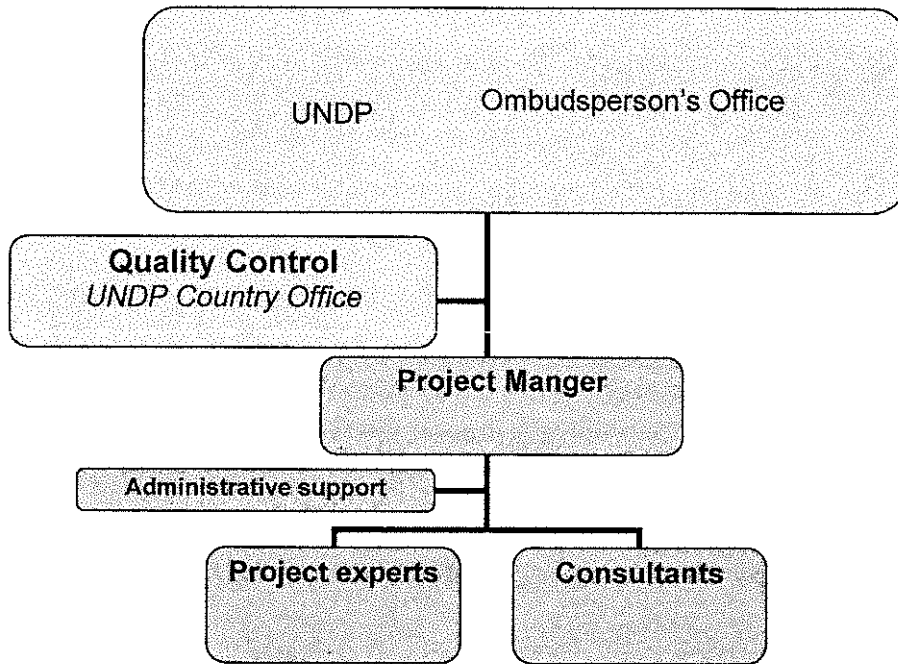
The strategic level of project management by UNDP is provided by the UNDP Country Office in Turkmenistan. At this level, the long-term results of the project are consistent with the Sustainable Development Cooperation Framework (SDCF) of Turkmenistan and the United Nations for 2021-2025, the Sustainable Development Goals (SDGs) and the UNDP Country Program Document for Turkmenistan (2021-2025).

The main level of operational management is the Project Manager. The project team consists of a Project Manager and a Project Assistant.

To perform highly specialized tasks and provide the necessary expertise, international and national experts will be involved to increase the effectiveness of the Project. The involvement of short-term consultants will be carried out in accordance with the UNDP procedures.

The transfer of property acquired under the Project will be carried out after the completion of the Project in accordance with the decision of the PB under the rules and procedures of UNDP.

Organizational structure of the Project



IX. LEGAL CONTEXT

This project document will be the instrument referred to in Article 1 of the Standard Basic Assistance Agreement signed between the Government of Turkmenistan and UNDP on October 5, 1993 (the "Agreement"). Any references in this agreement to an Implementing Agency will be deemed to be references to an Implementing Partner.

This Project will be implemented by the Ombudsperson's Office - "Implementing Partner", in accordance with its financial regulations, rules and procedures only to the extent that they do not contradict the principles of the UNDP Financial Regulations and Rules. Where the Implementing Partner's financial management does not provide the required leadership to ensure maximum cost-effectiveness, fairness, integrity, transparency and effective international competition, UNDP's financial management will apply.

X. RISK MANAGEMENT

1. In accordance with Article III of the SBAA, responsibility for the protection and security of the Implementing Partner, its employees and property, as well as UNDP property held by the Implementing Partner, rests with the Implementing Partner. To fulfil this obligation, the Implementing Partner must:
 - a) Develop an appropriate security plan and maintain security plan, taking into account the security situation in the country in which the project is being implemented;
 - b) Accept all risks and liabilities related to the security of the Executing Partner, and implement the security plan in full.
2. UNDP reserves the right to verify the development of such a plan, and, if necessary, make proposals for its change. Failure to comply with measures to ensure the relevance of the plan and its implementation in full in accordance with the provision above is considered a violation of the obligations of the Executing Partner under this Project Document.
3. The Implementing Partner agrees that he will take all necessary steps to ensure that no portion of UNDP funds received in connection with this Project Document is used to support individuals or organizations associated with terrorist activities and that among recipients of funds disbursed by UNDP in connection with this Project Document, there are no persons included in the list formed by the Security Council Committee in accordance with Resolution 2167 (1999).
4. The Implementing Partner acknowledges and agrees that UNDP will not tolerate sexual harassment and sexual exploitation and abuse by the Implementing Partner and each of its responsible parties, their respective sub-recipients and other actors involved in the implementation of the Project, as contractors or sub-contractors, and their personnel and any persons rendering services to them in accordance with the Project Document.
 - (a) During the implementation of activities in accordance with this Project Document, the Implementing Partner and each of its responsible parties mentioned above must comply with the standards of conduct set out in the Secretary General's Bulletin ST/SGB/2003/13 dated October 9, 2003 regarding "Special Measures for Protection from Sexual Exploitation and Sexual Abuse "(SMPSESA).
 - (b) In addition, when carrying out activities under this Project Document, without being limited to the application of other provisions, rules, measures and procedures affecting the performance of the activity, the Implementing Partner and each of his responsible parties mentioned above should not be subjected to sexual harassment in any way and form (SH). SH is defined as any unwanted behavior of a sexual nature that can reasonably be expected or perceived as insulting or humiliating when such behavior interferes with work, becomes a condition of employment, or creates an intimidating, hostile or offensive work environment.

5. a) In carrying out activities under this Project Document, the Implementing Partner (in relation to its own activities) requires its sub-parties referred to in paragraph 4 (in relation to their activities) to have minimum standards and procedures or a plan for the development and/or improvement of such standards and procedures for the adoption of effective preventive and investigative measures. These should include: a policy on sexual harassment and sexual exploitation and abuse; whistle-blowing/protection against retaliation policy; and mechanisms for complaints, disciplinary actions and investigations. Accordingly, the Implementing Partner will require such sub-parties to take all necessary steps to:
 - i. Not allow its employees, agents or any other persons involved to provide any services in accordance with this Project Document to be engaged in the SH or SMPSESA;
 - ii. Offer staff and personnel training on the prevention and response to SH or SMPSESA if the Implementing Partner and its sub-partners referred to in paragraph 4 have not yet organized their own training on prevention of SH or SMPSESA; the Implementing Partner and its sub-partners may use training materials available at UNDP;
 - iii. Report and monitor in relation to SH or SMPSESA about which the Implementing Partner and its sub-parties referred to in paragraph 4 have been informed or were otherwise informed, and their status;
 - iv. Guide victims/survivors from SH or SMPSESA to receive safe and confidential assistance; and
 - v. Timely and confidentially register and investigate any allegations credible enough to conduct an investigation against SH or SMPSESA. The Implementing Partner shall inform UNDP of any such allegations received and investigations carried out by it or any of its sub-parties referred to in paragraph 4 in connection with their activities under the Project Document, and informs UNDP of the progress of the investigation by it or any of such sub-parties, if such notification (i) does not jeopardize the conduct of the investigation, including, in particular, the safety and security of people and/or (ii) does not contradict the law. Following the investigation, the Implementing Partner will notify UNDP of any action taken by it or any other agency following the investigation.
- b) The Implementing Partner determines that he has complied with the foregoing, to the satisfaction of UNDP, at the request of UNDP, or any other party acting on its behalf, to provide such confirmation. Failure by the Implementing Partner and each of its sub-parties specified in clause 4 above, as determined by UNDP, shall be deemed grounds for the suspension or termination of the Project.
6. Social and environmental sustainability will be enhanced through the application of the UNDP social and environmental standards (<http://www.undp.org/ses>) and the associated accountability framework (<http://www.undp.org/secu-srm>).
7. The Implementing Partner shall: (a) carry out project and program activities in accordance with the UNDP Social and Environmental Standards; (b) ensure that any management or mitigation plans are prepared to ensure that the project or program is in compliance with the said standards; and (c) engage in a constructive and timely manner to resolve any concerns or complaints that arise under the Accountability Mechanism. UNDP will strive to ensure that communities and other project stakeholders are aware of this and have access to the Accountability Mechanism.
8. All signatories to this Project Document shall cooperate in good faith in any exercise to assess any obligations associated with a program or project, or adherence to the UNDP social and environmental standards. This includes providing access to project facilities, appropriate personnel, information and documentation.
9. The Implementing Partner shall take appropriate measures to prevent misuse of funds, fraud or corruption by its officials, consultants, responsible parties, subcontractors and subrecipients when implementing the project or using UNDP funds. The Implementing Partner shall ensure

that its financial management, anti-corruption and anti-fraud policies are in place and followed for all funds received from or through UNDP.

10. The requirements of the following documents, which were effective at the time of signing of the Project Document, apply to the Implementing Partner: a) UNDP Measures against Fraud and Other Corrupt Practices and b) UNDP Office of Audit and Investigation and Investigation Manual. The Implementing Partner agrees to the requirements of the above documents, which are an integral part of this Project Document and are available on the Internet at www.undp.org.
11. Where an investigation is required, UNDP shall conduct investigations into any aspect of the UNDP projects and programs in accordance with the UNDP regulations, rules and procedures. The Implementing Partner shall cooperate fully, including the provision of personnel, relevant documentation and access to the premises of the Implementing Partner for such purposes (and its consultants, responsible parties, subcontractors and subrecipients) within reasonable time and on reasonable terms as may be required to conduct investigation. Where there are constraints on this commitment, UNDP will consult with the Implementing Partner to find a solution to the problem.
12. The signatories to this Project Document will promptly inform each other of any misuse of funds, or credible reports of fraud or corruption, with due respect for confidentiality.

In the event that the Implementing Partner becomes aware that the UNDP project or activity is, in whole or in part, the subject of investigation in relation to alleged fraud / corruption, the Implementing Partner should inform the UNDP Resident Representative / Head of Office, who in turn should promptly inform the UNDP Office of Audit and Investigation (OAI). The Implementing Partner should regularly inform the UNDP Country Manager and OAI about the status of the investigation and related actions.

13. The Implementing Partner agrees that, where applicable, UNDP donors (including the Government) providing funding, in whole or in part, from funds for activities covered by this Project Document may apply to the Implementing Partner for reimbursement of any funds that, by definition of UNDP have been misused, including by fraud or corruption, or otherwise paid for other than in accordance with the terms and conditions of this Project Document.
14. If UNDP has not received reimbursement of these funds, the Implementing Partner agrees that UNDP donors (including the Government) providing funding, in whole or in part, from funds for activities covered by this Project Document may apply to the Implementing Partner for reimbursement of any funds which, as determined by UNDP, have been misused, including through fraud or corruption, or otherwise paid for, except in accordance with the terms and conditions of this Project Document.

Note: The term "Project Document" as used in this provision includes any subsequent agreements entered into with respect to the Project Document, including agreements with responsible parties, subcontractors and sub-recipients.

15. All contracts executed by the Implementing Partner in connection with this Project Document must contain a clause stating that no fees, rewards, compensations, discounts, gifts, commissions or other payments other than those specified in the offer have been provided, received or promised in connection with the selection process or during the execution of the contract, and that the recipient of funds from the Implementing Partner is committed to cooperate with any investigations and audits after payment has been made.
16. In the event that UNDP contacts the relevant national authorities to initiate proceedings in respect of project-related misconduct, the public authorities undertake to ensure active participation of the national authorities in the investigation and prosecution of any persons found to be involved in the misconduct, compensation for damage and refund in full the funds received by these persons from UNDP.

17. The Implementing Partner undertakes that all of the terms listed in this section, referred to as "Risk Management", are assigned to each responsible party, subcontractor and sub-recipient, and all provisions of this section are referred to as "Standard Risk Management Clauses" are included, mutatis mutandis, in all subcontracts or sub-agreements which will be concluded in the future in connection with this Project Document.

XI. SPECIAL PROVISIONS

1. The Ombudsperson's Office, in accordance with the provisions of the Agreement between the Government of Turkmenistan and the UN Development Program on co-financing, will provide a contribution for the implementation of this project in the amount of **\$ 89,102.22 (eighty nine thousand one hundred two US dollars and twenty two cents)** to be credited to the UNDP account as follows.

The Ombudsperson's Office, in accordance with the following payment schedule, will transfer a contribution in the manat equivalent in the amount of **\$ 40,796.15** (forty thousand seven hundred ninety six dollars fifteen US cents) US dollars to the Turkmen-Turkish Commercial Bank, to the current account 23203934273168502583000.

	Date of payment	Amount
i.	20.01.2021	13 866,57 USD
ii.	20.01.2022	26 929,58 USD

a. The Ombudsperson's Office, in accordance with the payment schedule below, will transfer the contribution in dollar equivalent in the amount of **48,306.07** (forty eight thousand three hundred six US dollars seven cents) US dollars to Citibank NA, 111 Wallstreet New York, NY 10043, account number 36349562 and details: SWIFT no.CITIUS33, ABA no. 021000089.

	Date of payment	Amount
iii.	20.10.2021	17 014,70 USD
	20.01.2022	31 291,37 USD

- a. The value of the Contribution when made in a currency other than the US dollar shall be determined using the UN exchange rate in effect at the date the deposit was accepted. If the UN exchange rate¹ changes before the UNDP Contribution is fully utilized, the value of the remaining funds will be revalued accordingly. When determining in such a case losses in the balance of the remaining funds, UNDP shall inform the Government about the possibility of additional funding from the Government. If additional funding is not possible, support for the Action Plan under this Project Document may be reduced, postponed or terminated by UNDP.
- b. The above payment schedule is based on the requirement that the Contribution must be made prior to the commencement of planned activities. This schedule is subject to changes in accordance with the progress of the project.
- c. UNDP shall receive, administer and use the Project Contribution in accordance with the applicable UNDP rules, regulations, policies, procedures and directives, including in particular the Financial Rules issued by the UNDP Executive Board.

2. UNDP undertakes to provide the Ombudsperson's Office with reports on the implementation of activities and the use of the project's financial resources in accordance with Article 4 of the aforementioned co-financing Agreement dated June 22, 2016. All financial accounts and reports must be denominated in US dollars.

3. In the event that unexpected increases in expenditures or liabilities are expected or have been realized (either due to inflationary factors, fluctuations in exchange rates or unforeseen circumstances), then UNDP should submit additional cost estimates to the government in a timely manner, reflecting the further funding that will be required. The government should take all possible steps to obtain the required additional funds.

¹ The UN exchange rate for Turkmenistan is determined based on the official exchange rate of the Central Bank of Turkmenistan.

4. All unspent funds of the Contribution remaining after the preparation of the final balance sheet will be used for the purchase of additional services and (or) equipment, in agreement with the Ombudsperson's Office.
5. If the payments mentioned above are not received in accordance with the payment schedule and the additional deadline during the implementation of the project is not received from the Government or other sources, then UNDP may reduce, suspend or terminate the assistance provided to the project under this project document.
6. All interest income attributable to the contribution must be credited to the UNDP account and must be used in accordance with the established UNDP procedures.
7. The following costs must be attributed to the contribution:
 - (a) 7% reimbursement of indirect costs associated with the provision of general management support from UNDP headquarters and country office;
 - (b) Direct costs of implementation support services provided by UNDP.
8. Ownership of equipment, materials and other property financed from the contribution funds remains with UNDP prior to the delivery and installation of the equipment. Ownership of the equipment purchased with the donated funds will be transferred from UNDP to the Ombudsperson's Office upon completion of the equipment installation in accordance with the UNDP rules and procedures.