DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

UNITED NATIONS DEVELOPMENT PROGRAMME

Empowered lives.
Resilient nations.

HUMANITARIAN ADVISORY TEAM PROJECT DOCUMENT PHASE II

PAPUA NEW GUINEA

Project Title: Humanitarian Advisory Team Project Phase II
Project Number: 00123936
Implementing Partner: National Disaster Centre
Start Date: 01 January 2023 **End Date:** 31 December 2023 **PAC Meeting date:** 17 February 2023

Brief Description
The Project will ensure the continuation of critical humanitarian coordination and support services to Papua New Guinea. The Project team will support and advise the Government of Papua New Guinea, United Nations agencies, the Resident Coordinator in their Humanitarian Coordinator function, civil society, faith-based organisations, and communities to better prepare for, and respond to, natural disaster and pandemic events. The team, led by the Humanitarian Coordination Specialist, will be responsible for bringing together humanitarian entities to ensure a coherent response to emergencies and ensure there is a framework within which each entity can contribute to overall response efforts. The team will further support the mobilisation and coordination of effective and principled humanitarian action in partnership with national and international entities to alleviate human suffering in disasters and emergencies. The project will include a range of activities: advocacy; supporting resource mobilisation to response efforts; information management; and capacity building. The Project will support the NDC to address key goals, including modernising the Disaster Management Act, enhancing communication and coordination between national and provincial disaster management bodies, and providing technical support on contingency planning and needs' assessments.

UNDAF Outcome: Sub-Outcome 3.1: By 2022, PNG has strengthened legislative and policy frameworks with institutional support for natural resources management including climate change mitigation, adaptation and disaster risk reduction.

UNDAF Indicator: Indicator 3.1.1: Number of sectoral policies, legislation, plans and strategies integrating environmental protection, sustainable resource management and disaster response

Gender Marker Rating: GEN2

Total resources required:		**USD 1,243,111**
Total resources allocated:		
	UNDP TRAC:	
	Donor:	**USD 1,243,111**
	Government:	
	In-Kind:	
Unfunded:		

Agreed by (signatures)[1]:

Government	UNDP
Print Name: **Col. Carl H. Wrakonei** Director, National Disaster Centre	DocuSigned by: 4CE790FF6C56476... Print Name: **Dirk Wagener** Resident Rpresentative, UNDP
Date: 02/03/23	Date: 06-Mar-2023

[1] Note: Adjust signatures as needed

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

I. DEVELOPMENT CHALLENGE

Papua New Guinea (PNG), a lower middle-income country in Melanesia, is highly exposed to natural disasters and the impacts of climate change. People across the country are particularly exposed to seasonal drought, flooding, and associated hazards such as landslides. Most of the country's population are also exposed to earthquakes, volcanic eruptions, and tsunamis. Biosecurity threats likewise put the nation's food supply at risk. Coupled with inconsistent and weak investment in disaster management and disaster risk reduction, the national and provincial governments are poorly positioned to adequately respond to a nationwide-scale emergency.

PNG ranks 28 out of 190 countries globally on the INFORM Risk Assessment[2], which looks at hazard and exposure, vulnerability, and lack of coping capacity. The country ranks first among Pacific Island countries and second only to Myanmar in the combined South-East Asia and Pacific regions.[3] Globally, PNG ranks 31 out of 190 countries on the INFORM Epidemic Risk Index[4], and first among countries in the South-East Asia and Pacific regions.

There are 94 active volcanoes in PNG[5], the most active volcanoes in the Southwest Pacific. Its most active volcanoes include: Manam; Kadovar; Lamington; Langila; Ulawun; Rabaul; and Bagana. The total population living within 30km of a volcano is estimated to be more than 1 million people or 17% of the population.[6]

The five highest risk indicators for PNG are:

- Gender inequality (ranked 3 of 190 countries globally).
- Physical exposure to an earthquake with relative intensity of VIII (ranked 7).
- Underweight children under 5 (ranked 14).
- Tuberculosis prevalence (ranked 9).
- Physical exposure to tsunami (ranked 19).

Other risk indicators of note are the relative number of people affected by droughts (ranked 31 of 189 countries globally), absolute number of people affected by drought (ranked 42), frequency of droughts events (ranked 85), and agriculture stress probability (ranked 163).

PNG's global INFORM ranking has remained relatively constant since 2013, with overall gradual improving trend in coping capacity and overall gradual worsening trend in hazards and exposure. Vulnerability has remained unchanged overall. According to nationally reported losses between 1990 and 2014[7], the greatest cause for disaster-related mortality was earthquakes (39%), followed by tsunamis (36.7%), landslides (8.2%) and drought (7.4%). Flooding (4.4%), cyclones (3.4%) and other causes (0.8%) comprised the remaining categories of mortality.

However, combined economic losses for the same period were generated by flooding (32.1%), volcanic eruption (30.2%), drought (13.5%), and storm surges (13.1%), followed by cyclones (4.9%), earthquakes (4.4%) and other causes (1.7%).

---

[2] https://drmkc.jrc.ec.europa.eu/inform-index/INFORM-Risk/Country-Profile/moduleId/1767/id/386/controller/Admin/action/CountryProfile

[3] https://drmkc.jrc.ec.europa.eu/inform-index/INFORM-Risk/Results-and-data/moduleId/1782/id/386/controller/Admin/action/Results#inline-nav-4

[4] https://drmkc.jrc.ec.europa.eu/inform-index/INFORM-Risk/INFORM-Epidemic-Risk-Index#inline-nav-1
The INFORM Epidemic Risk Index was created in 2018 in collaboration with WHO. It covers four groups of Infectious diseases (zoonoses, vector-borne, person-to-person, and food/water-borne) based on the mode of transmission and the epidemiological triad addressing agent, host and environment.

[5] https://www.volcanodiscovery.com/papua-new-guinea.html

[6] https://www.preventionweb.net/countries/png/data/

[7] https://www.preventionweb.net/countries/png/data/

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

Floods, volcanic eruptions, landslides, earthquakes, and storms are the top five most frequent natural hazards in PNG, based on the Centre for Research on the Epidemiology of Disasters' EMDAT International Database data from 1990 to 2014.[8]

Average annual losses by hazard[9] calculated in 2015 are as follows:

Hazard	Absolute (US$ million)
Multi-Hazard	169.84
Flood	94.23
Earthquake	73.59
Volcano	13.70
Wind	0.87
Tsunami	0.59
Storm Surge	0.56

Probable maximum losses (US$ million) for mean return period is years are as follows:

Hazard	20 yrs.	50 yrs.
Earthquake	212	380
Wind	6	15
Storm Surge	2	13
Tsunami	1	3

Since the 1960s, PNG has also been the destination for West Papuans seeking asylum from the Indonesian military and government. Most recently, at least 160 asylum seekers arrived in November 2019 and were relocated in August 2020 to Iowara, Western province, a designated camp for West Papuan refugees, while awaiting processing.

Recurrent food insecurity and lack of access to clean water result in malnutrition and increased risk for diseases. They also exacerbate existing high rates of violence against women and girls while reducing their access to support.

Less than half of households (46%) have access to an improved source of drinking water, with strong differences between households in urban (83%) and rural (42%) areas. Just 29% of the households have improved access to safe sanitation and 33% of people are reported to be washing hands with soap.

PNG has a weak health system and is facing an aging health workforce. The country suffers from a critical shortage of human resources for health. Recent estimates of health worker densities reflect 0.5 physicians per 10,000 population and 5.3 nurses per 10,000 population. These problems are more prominent in the provinces and hard-to-reach areas because of difficult terrain and risky conditions. The health workforce also lacks midwives and community health workers. Many are demotivated due to poor working conditions including low wages and poor physical infrastructure. Major challenges include a high level of

[8] EM-DAT (Feb. 2015) - The OFDA/CRED - International Disaster Database http://www.emdat.be For a disaster to be entered into the database at least one of the following criteria must be fulfilled: ten or more people reported killed; 100 or more people reported affected; declaration of a state of emergency; call for international assistance.
[9] UNISDR (GAR) - https://www.preventionweb.net/english/hyogo/gar/2015/en/home/

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

fragmentation in the institutional and fiscal relationships between national, provincial, and lower levels of government, and an unclear allocation of responsibilities for service delivery.

There are approximately 50,000 people living with HIV/AIDS in PNG, of which about only 25,000 are regularly taking medication. There are also about 37,000 people living with tuberculosis (TB). PNG has high burdens of TB, multidrug-resistant TB and TB/HIV coinfection, exposing this segment of the population to a high risk of mortality due to COVID-19.

As of 2018, the country's Human Development Index, is 0.54. It has been growing on average of 1.23% since 1990 but the country remains ranked 155 of 188 countries. Within the country, the Highlands and border provinces are among the least developed.

The United Nations Office for the Coordination of Humanitarian Assistance (OCHA) maintained a country office in PNG from 2009 until 2015. During that time, it established a Humanitarian Country Team (HCT) that remains in place as the Disaster Management Team (DMT), which is co-chaired by the United Nations Resident Coordinator and the Director of the National Disaster Centre, the country's national disaster management agency, which currently sits under the Ministry of Defence. The DMT includes among its members UN cluster lead agencies[10], international NGOs, faith-based organizations, the Red Cross Movement, and key development partners. In 2019, it adopted a Terms of Reference (TOR) based on the Inter-Agency Standing Committee's HCT TOR and an annual work plan. In 2019, the DMT developed contingency plans for sudden-onset and slow-onset hazards and conflict in Bougainville. It also drafted a contingency plan for a refugee emergency along the country's border with Indonesia.

Since 2016, the Government of Australia has funded the position of a humanitarian coordination specialist (P3), who manages a team of national staff, to fill the UN's humanitarian coordination responsibilities following the departure of OCHA. The position has been funded as part of a Disaster Risk Management (DRM) project delivered by the United Nations Development Programme (UNDP), which ends on 31 December 2022. It is expected that the humanitarian coordination function for the UN will continue to be embedded in this project under UNDP.

Since 2016, the DMT, at the request of the national government, has mobilised international resources for at least one disaster or crisis each year. Beginning with El Niño-related drought and food insecurity in 2016; Kadovar volcanic eruption displacement in 2018; Highlands earthquake displacement and polio outbreak in 2018; early action planning for El Niño-related drought, Ulawun volcanic eruption displacement and a small refugee emergency in 2019; and COVID-19 in 2020.

Additionally, the DMT monitored at least 12 other emergencies in 2019, including local flooding, cyclone-related food insecurity, landslides, earthquakes, minor volcanic eruptions, and conflict-related displacement. In 2020 to date, it has monitored 21 other emergencies, including biosecurity threats (African Swine Fever and Fall Armyworm), local flooding, earthquakes, landslides, minor volcanic eruptions, and conflict-related displacement. Additionally, in the last quarter of 2020 the DMT is monitoring the potential impacts of a La Niña, which will bring higher-than-average rainfall and temperatures to most of the country.

Except for the humanitarian coordination specialist position under UNDP, none of the UN agencies maintain dedicated humanitarian staff, staff involved in humanitarian coordination activities, including leading the DMT clusters, undertake those responsibilities in addition to their development work responsibilities. International non-governmental organization (NGO) members of the DMT as well, have a primarily development focus and often small, regional footprint, including the Red Cross Movement. In-country capacities to respond in support of Government-led disasters is very limited, and regional surge

[10] There are key IASC cluster lead agencies that are not present in PNG, including UNHCR (protection), which closed its country office in 2012, and WFP (logistics, ETC), which has never had a country office in PNG. The Protection Cluster is led by UNWomen in PNG, while WFP monitors logistics and ETC from its regional offices in Suva and Bangkok. UNHCR provides remote support on refugee matters from its regional office in Canberra.

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

support is unlikely except for large-scale, 'system-wide' (L3) events that would trigger IASC global cluster response.

II. STRATEGY

This Phase II Project builds on previous accomplishments and strengthen national and international humanitarian coordination through a Humanitarian Advisory Team that provides direct support to, and advises the Government, United Nations agencies, the Resident Coordinator in their Humanitarian Coordinator function, the Disaster Management Team, NGOs, faith-based organizations (FBO), and other partners in Papua New Guinea.

The team will be responsible for bringing together humanitarian entities to ensure a coherent response to emergencies. It will ensure there is a framework within which each entity can contribute to overall response efforts. It will support the mobilisation and coordination of effective and principled humanitarian action, with particular attention to vulnerable and marginalized persons, in partnership with national and international entities to alleviate human suffering in disasters and emergencies. It will advocate for the rights of people in need, promotes preparedness and prevention, and facilitates sustainable solutions.

III. RESULTS AND PARTNERSHIPS

The project will include a range of activities:

- **Advocacy**

  It will advise the Government, United Nations agencies, the Resident Coordinator in their Humanitarian Coordinator function, and the Disaster Management Team on a diverse range of policy issues related to coordination, safeguarding humanitarian principles, humanitarian access, ensuring the effective delivery of humanitarian assistance and the linkages with other related areas of protection, with particular attention to vulnerable and marginalized persons, sensitivity to gender-specific needs and inclusive of people with special needs, and transition of humanitarian coordination mechanics to national counterparts.

- **Coordination**

  It will organize, lead and participate in work groups, meetings, and consultations with Government, NGOs, Faith Based Organisations, and other partners on humanitarian and emergency relief matters. It will coordinate international humanitarian assistance as requested by the Government for emergency events, including the production of appeals (humanitarian response plans) for international assistance.

- **Humanitarian Financing**

  In a large-scale emergency – where coordinated large-scale response is anticipated through the Humanitarian Response Plan – there are numbers of avenues and international humanitarian financing tools such as the CERF, the OCHA ECG and agencies' emergency funding's mechanism to operationalize the response. In a more frequent small-medium scale emergency – where response is based on in-country capacity with or without the humanitarian response plan, of sort – the international humanitarian financing tools such as the CERF or OCHA ECG are not applicable; and response activities are limited by re-programming existing development funding, affecting planned programme activities and generating multiple bilateral requests for funding.

  To address this shortfall, the DMT/UNDP HAT seeks to establish an in-country financial tool to improve readiness of the emergency response to meet the needs of vulnerable communities during small-medium emergencies in PNG. The DCG will be a critical tool to support DMT's

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

mandate. The DCG receives funding's from donors and allocate it in response to prioritized humanitarian needs of the DMT. Approach to the management of DCG is anchored in the principles of localization, partnership and complementarity. Besides enhancing in-country coordination and partnership in small-medium scale emergency, the DCG also complements international humanitarian financing tools and humanitarian response plan in large-scale emergency.

- **Information Management**

  It will monitor, analyse, and report on possible emergency situations in the country, humanitarian response and developments, and disaster management. It will update existing provincial disaster profiles or develop new ones. It will support the (national and provincial) Government's disaster reporting, conduct of post-disaster needs assessments, registration of crisis-affected individuals or households for relief assistance, relief assistance tracking, gathering and referral of community feedback, information exchange and other aspects supporting humanitarian coordination.

- **Capacity Building**

  It will assist national and identified provincial government counterparts in capacity-building for handing emergency situations, including the participation of women, persons with special needs and other under-represented persons, and initiate and coordinate activities related to technical cooperation and technical assistance in disaster response and preparedness. It will support the NDC to address key goals, including modernising the Disaster Management Act, enhancing communication and coordination between national and provincial disaster management, and provide requested technical support civil-military coordination and on contingency planning and needs assessment.

- **Gender Equality, Disability and Social Inclusion (GEDSI)**

  The HAT Project is responsible for implementing the Disaster Management Team (DMT) Compact as stipulated in its Terms of Reference. The DMT Compact has nine (9) accountability areas of which, four directly address GEDSI:

  a. Accountability Area 6 - Centrality of Protection: the establishment of a Communications, Community Engagement Working Group (CCEA WG) is planned to address this accountability area. The HAT Project in collaboration with CEDAC Network conducted nationwide study on the status of CCEA in PNG. The study found significant gaps in CCEA and proposed a series of workshops for practitioners and decision-makers to build capacities and establish the CCEA Working Group.

  b. Accountability Area 7 - Gender-based violence: through the DMT coordination structure, the Secretariat is ensuring the implementation of the IASC GBV Guidelines. This year, the Secretariat in collaboration with UNFPA ran a PSEA training for DMT decision-makers and practitioners. This approach will be continued to ensure regular DMT discussions on key GBV-related issues and approaches to address them.

  c. Accountability Area 8 - Accountability to affected people: this is also to be achieved through the establishment of a Community Engagement Working Group to advocate for improving communication with affected communities

  d. Accountability Area 9 - Protection from sexual exploitation, abuse and harassment (PSEAH) by humanitarian workers: PSEAH training for Humanitarian Workers and in collaboration with Protection Cluster, developed and implemented a PSEAH Code of Conduct for Humanitarian Workers during emergencies.

Expected Results

- **Output 1: Readiness of the Disaster Management Team members and the National Disaster Centre to prepare and respond to disasters enhanced.**

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

Key activities

a) Ensure the annual adoption, review and evaluation of a terms of reference, including a member compact upholding the centrality of protection, addressing gender-based violence, accountability to affected people, and protection from sexual exploitation and abuse by aid workers

b) Ensure regular meetings of the Disaster Management Team

c) Support semi-annual joint meetings of the DMT and National Disaster Committee

d) Support annual joint meetings of the National Disaster Committee and the Provincia Disaster Centres

e) Deliver quarterly planning meetings of the Inter-Cluster Coordination Group (ICCG) which will review and revise contingency plans, 4Ws, and cluster performance

f) Deliver monitoring, analysis, and reporting of humanitarian situations.

g) Support coordination of international humanitarian response, including needs assessment, community feedback and humanitarian resource mobilization.

h) Support coordination with and build capacity for civil-military coordination around humanitarian assistance and disaster response.

i) Review and revise contingency plans and planning efforts, including pre-crisis community mapping

j) Deliver refresher trainings including at least one provincial workshop on needs assessment or contingency planning.

k) Support the cash working group to meet regularly, develop common approaches to cash and voucher assistance in humanitarian contexts, and advise clusters and DMT on the appropriate use of CVA

l) Convene and establish a Communications, Community Engagement and Accountability working group with approved TOR in PNG

m) Convene and establish an information management working group to meet regularly, and update and improve datasets and information exchange to support coordination, registration for assistance, inclusion, accountability and localisation

n) Convene and establish a Logistics and Access Working Group in PNG.

o) Establish a Disaster and Emergency Cash Grant (DCG) mechanism for response to small to medium scale disasters and emergencies in PNG.

- **Output 2: Updating the National Disaster Management Act (1987)**

Key activities

a) Provide technical assistance to updating the National Disaster Management Act 1987 at the direction of the government, and in consultation with partners.

Resources Required to Achieve the Expected Results

- The project's activities to achieve the expected results are dependent primarily on human resources to facilitate and coordinate the Disaster Management Team and Inter-Cluster Coordination Group and facilitate workshops to build partner capacities. To accomplish this, occasionally the project will seek surge support from the region or HQ level, including from partner organizations such as OCHA and standby partners.

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

- The project has also included in the human resource plan for recruitment of information management officers and humanitarian officers responsible for communication, community engagement and accountability, and; logistics, access and civil-military coordination.

Partnerships

- The project's primary partner is the National Disaster Centre, with whom it will work to support its goals to build national and provincial coordination capacities and revise the Disaster Management Act of 1984.

Risks and Assumptions

- One key risk that can threaten the achievement of results is future political activity that would affect the leadership and the functionality of the National Disaster Centre as the national disaster management authority. Politics will also affect the ability to pass an updated Disaster Management Act.
- As national political activities are outside the influence of the project, mitigation of the impacts of this risk will be focused on closely monitoring the situation and managing what activities can be accomplished and what must be reprogrammed under the prevailing circumstances.

Stakeholder Engagement

- This project's key stakeholders are the members of the Disaster Management Team and the Inter-Cluster Coordination Group. The project's primary activities are to facilitate and coordinate these groups to support and contribute to national emergency preparedness and response.
- The project will advocate for the centrality of protection across humanitarian actions, including the prevention of gender-based violence and sexual exploitation and abuse, for inclusion of vulnerable and marginalized groups in preparedness and response activities, and for accountability to affected people in humanitarian response.

IV. PROJECT MANAGEMENT

The Project will be implemented by UNDP. The team will report to UNDP's Resident Representative (or their designate). The Project team will continue to advise and work closely with the United Nations Resident Coordinator, United Nations agencies and other partners to deliver services.

The day-to-day activities of the team will be managed by the Humanitarian Coordination Specialist, whose position we seek to elevate from a P3 to P4 commensurate with increased responsibilities, who will have oversight of administrative and financial matters under the direction of Resident Representative (or their designate).

The Project will convene a Project Steering Committee quarterly and produce reports twice a year. Additional meetings could be convened should the Committee require on various issues of strategic interest. The Committee will comprise senior representatives from UNDP, the Government of Australia, and the Government of Papua New Guinea. Membership to the Committee may be expanded at the discretion of the Committee.

The team will comprise:

- Humanitarian Coordination Specialist (HCS) who will provide overall management, policy advice and strategic programme coordination and broader harmonisation with other UNDP, UN and

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

development partner activities that support disaster preparedness and response in Papua New Guinea.

- Senior Humanitarian Coordination Officer and the Humanitarian Coordination Assistant who will support the HCS and the project team with programme coordination and harmonisation with other UNDP, UN and development partner activities that support disaster preparedness and response in Papua New Guinea.
- Information Management Specialist and the National Information Management Officer who will support the HCS and the project team by establishing and maintaining information sharing platforms for the HAT Project/DMT and partners as required.
- Humanitarian Officer who will provide support in logistics, access, and Civil-Military coordination for the project and DMT
- Humanitarian Assistant who will provide support in Communications, Community Engagement and Accountability for ICCG and DMT
- Information Management Specialist and the National Information Management Officer who will support the HCS and the project team by establishing and maintaining information sharing platforms for the HAT Project/DMT and partners as required.
- Project Finance Associate who will support the day-to-day administrative aspects of the project.
- Driver/administrative assistant who will support logistics and day-to-day team operation

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

PROJECT DOCUMENT

[Country name, or Global/Regional Project]

V. RESULTS FRAMEWORK[11]

UNSDCF Outcome: Sub-Outcome 3.1: By 2023, PNG has strengthened legislative and policy frameworks with institutional support for natural resources management including climate change mitigation, adaptation and disaster risk reduction.
UNSDCF Indicator: Indicator 3.1.1: Number of sectoral policies, legislation, plans, and strategies integrating environmental protection, sustainable resource management and disaster response endorsed by PNG Government.
Applicable Output(s) from the UNDP Strategic Plan:
Project title and Atlas Project Number:

EXPECTED OUTPUTS	OUTPUT INDICATORS[12]	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)		DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	
Output 1 Readiness of the DMT members and the NDC to prepare and respond to disasters *enhanced*	**1.1** Number of DMT action items supported.	DMT Action Items Matrix	DMT annual terms of reference, work plan and were renewed and accountability compact adopted in Jan 2020; action items are monitored	2022	One set of DMT annual terms of reference, work plan and compact on accountability renewed At least one action item monitored	N/A	Regular meetings of the DMT Semi-annual joint meeting of the DMT and National Disaster Committee Community feedback
	1.2 Number of disasters monitored and reported	DMT situation updates	25 x situation updates 1 x humanitarian response plan for COVID-19	2022	At least one major disaster, if any, monitored. At least one response plan launched, as	N/A	Monitor humanitarian situation and coordinate international humanitarian response, needs

[11] UNDP publishes its project information (indicators, baselines, targets and results) to meet the International Aid Transparency Initiative (IATI) standards. Make sure that indicators are S.M.A.R.T. (Specific, Measurable, Attainable, Relevant and Time-bound), provide accurate baselines and targets underpinned by reliable evidence and data, and avoid acronyms so that external audience clearly understand the results of the project.

[12] It is recommended that projects use output indicators from the Strategic Plan IRRF, as relevant, in addition to project-specific results indicators. Indicators should be disaggregated by sex or for other targeted groups where relevant.

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

EXPECTED OUTPUTS	OUTPUT INDICATORS[12]	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)		DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	
			1 x Humanitarian Needs and Priorities Plan (HNP) developed for the Highlands Election related violence; 1 x 2022 NGI Drought Contingency Plan draft developed;		needed.		assessment, community feedback and humanitarian financing
	1.3 Clusters' preparedness to respond is improved	Contingency plans, 4Ws, trainings to PDCs	DMT Renewed AWP and TOR for 2022; 13 x DMT Meetings were held (11 Regular meetings and 2 Ad Hoc meetings); 8 Action Items monitored 1 x Humanitarian Needs and Priorities Plan (HNP) developed for the Highlands Election related violence; 1x 2022 NGI Drought Contingency Plan draft developed;	2022	4Ws are current Highlands Humanitarian Needs and Priorities and Response Plan updated One Sudden-Onset Contingency Plan updated One Slow-Onset (i.e., Drought) Contingency Plan updated	N/A	Quarterly planning meetings of the ICCG Review and revision of the contingency plans Community feedback

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

EXPECTED OUTPUTS	OUTPUT INDICATORS[12]	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)		DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	
			1x 2022 DMT Humanitarian Communications plan revised				
	1.4 Provincial preparedness to respond is improved	Understanding Provincial Hazards Training for at least one province	1 x country level earthquake hazard map produced by OCHA in 2019 34 x PDCs (3 x female/ 31 male) trained on Disaster Needs Assessment Forms (methodology information collection, collation & dissemintation) DNA questionares reviewed and updated. 34 PDCs and 2 NDC staff trained on using Kobo Tools to collect and upload real-time disaster information	2022	At least one hazard profile developed for one province At least one PDC's preparedness to respond to disasters and emergencies is improved	N/A	Hazard assessment and mapping Needs assessment or contingency planning training for at least one province Community feedback
	1.5 Civil-military coordination is	Understanding Civil-Military	Zero formal engagement of civil-military	2022	One Civil-Military coordination assessment	N/A	Regular engagement of NDC, PNGDF and

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

EXPECTED OUTPUTS	OUTPUT INDICATORS[12]	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)		DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	
	improved	coordination landscape in PNG Participation in Regional Consultative Group on CMCoord	coordination with the DMT 1 x attendance and participation in CM-Regional Consultative Group meeting in Bangkok.		conducted supported by OCHA One Civil-Military coordination training conducted for DMT/ICCG PNG participates in Annual Meeting of Regional Consultative Group for Civil-Military Coordination		RPNGC leadership in regional civil-military coordination meetings Community feedback
	1.6 Logistics and Access is improved	Establishment of Logistics and Access Working Group.	No Logistics and Access Working Group in PNG.	2022	One national Logistics and Access Working Group established	N/A	Community feedback
	1.7 Information Management and Communications, Community Engagement and Accountability is improved amongst affected populations	Establishment of IM and CCEA Working Group	No Communications, Community Engagement and Accountability working group in PNG No Information Management Working Group in PNG CCEA scoping report published; 1 x CCEA workshop for decision makers and practioners	2022	One national Information Management and Communications, Community Engagement and Accountability working group with approved TOR established 4 quarterly meetings of CCEA Working Group convened	N/A	Community feedback

EXPECTED OUTPUTS	OUTPUT INDICATORS[12]	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)		DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	
			held.				
	1.8 Humanitarian Financing	Establishment of a Disaster Cash Grant	No Disaster and Emergency Cash Grant mechanism for response to small to medium scale disasters and emergencies.	2022	Disaster and Emergency Cash Grant (DCG) mechanism established	N/A	
Output 2 Updating the National Disaster Management Act 1987	**2.1** Number of consultations with key stakeholders conducted	NDC regional consultation reports; Manam consultation reports; completed DMA document for NEC submission	Disaster Management Act not updated since 1987 2 x Regional consultations conducted for review of Disaster Management Act – Highalnds and Momase regions.	2022	2 x Regional Consultations conducted for NGI and Highlands regions completed; 1 x Consultation conducted with Internally Displaced Persons (IDPs) at Manam Care Centres. Technical inputs to Disaster Management Act have been incorporated. Updated National Disaster Management Act is reviewed by Parliament and ratified.	N/A	Provide technical support and consultation to the NDC for updating the National Disaster Management Act

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

VI. MONITORING AND EVALUATION

In accordance with UNDP's programming policies and procedures, the project will be monitored through the following monitoring and evaluation plans:

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
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.	Quarterly	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 long 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 performance of the project and review the 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.	Semi-annually	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.		

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

VII. MULTI-YEAR WORK PLAN [13][14]

All anticipated programmatic and operational costs to support the project, including development effectiveness and implementation support arrangements, need to be identified, estimated and fully costed in the project budget under the relevant output(s). This includes activities that directly support the project, such as communication, human resources, procurement, finance, audit, policy advisory, quality assurance, reporting, management, etc. All services which are directly related to the project need to be disclosed transparently in the project document.

EXPECTED OUTPUTS *And baseline, indicators including annual targets*	**PLANNED ACTIVITIES** *List activity results and associated actions*	**TIMEFRAME**				**RESPONSIBLE PARTY**	**PLANNED BUDGET**			
		Q1	Q2	Q3	Q4		Funding Source	Account Code	Budget Description	Amount in USD ($)
'Output 1: Readiness of the Disaster Management Team members and the National Disaster Centre to prepare and respond to disasters enhanced. **Baselines:** *DMT annual terms of reference, work plan and were renewed and accountability compact adopted in Jan 2020; action items are monitored* *4 DMT contingency plans (sudden onset, slow onset, civil unrest, refugee emergency) were created in 2019; sudden-onset and slow-onset were updated in 2020* *5 PDC managers received needs assessment training in 2019, but no provincial trainings done* *No formal engagement of civil-military*	**Activity Result** Capacity of the Disaster Management Team members and the National Disaster Centre to prepare and respond to disasters enhanced **Planned Activities** Regular meetings of the DMT	✓	✓	✓	✓	UNDP/NDC	DFAT	62300	International staff costs	290,511.00
	Semi-annual joint meeting of the DMT and National Disaster Committee		✓		✓			71400	Contractual Services	247,380.00
	Quarterly planning meetings of the ICCG	✓	✓	✓	✓			71600	Travel	140,000.00
	Support monitoring of humanitarian situation and coordination of international humanitarian response in the country, including needs assessment and humanitarian financing	✓	✓	✓	✓			72100	Contractual Companies	112,000.00
	Review and revision of the contingency plans		✓	✓	✓			72400	Communications and Audio-Visual Equipment	35,028.00
	Needs assessment or contingency planning training for at least one province			✓	✓			72800	ICT	10,000.00
				✓	✓			74500	Operational and Field Support	105,000.00
								75700	Training, workshops, conferences	140,000.00

[13] Cost definitions and classifications for programme and development effectiveness costs to be charged to the project are defined in the Executive Board decision DP/2010/32

[14] Changes to a project budget affecting the scope (outputs), completion date, or total estimated project costs require a formal budget revision that must be signed by the project board. In other cases, the UNDP programme manager alone may sign the revision provided the other signatories have no objection. This procedure may be applied for example when the purpose of the revision is only to re-phase activities among years.

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

EXPECTED OUTPUTS *And baseline, indicators including annual targets*	PLANNED ACTIVITIES *List activity results and associated actions*	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET			
		Q1	Q2	Q3	Q4		Funding Source	Account Code	Budget Description	Amount in USD ($)
coordination with the DMT **Indicators:** *Number of DMT actions items supported* *Number of disasters monitored and reported* *Clusters' preparedness to respond is improved* *Provincial preparedness to respond is improved* *Civil-military coordination is improved* **Targets:** *DMT annual terms of reference, work plan and compact on accountability are renewed and action items are monitored* *DMT contingency plans and 4W are current, reflecting preparedness to respond to emergencies* *At least one PDC's preparedness to respond to disasters and emergencies is improved* *PNG participates in Regional Consultative Group for Civil-Military Coordination*	Regular engagement of NDC, PNGDF and RPNGC leadership in regional civil-military coordination meetings Establishment of Information Management (IM) and Communications, Community Engagement and Accountability (CCEA) working group with approved TOR in PNG Establishment of Logistics and Access Working Group in PNG. Establishment of Disaster and Emergency Cash Grant (DCG) mechanism for response to small to medium scale disasters and emergencies in PNG. IM capacity enhancement for PDCs and other provincial personnel involved in disaster preparedness and response to support their decision-making through locality profiling, rapid reporting, needs assessment, beneficiary registration, relief assistance tracking, electronic data-collection (with Kobo Toolbox,	✓ ✓ ✓ ✓ ✓	✓ ✓	✓ ✓	✓ ✓			**SUB TOTAL: OUTPUT 1**		**1,079,919.00**
								71600	Travel	20,000.00
								75700	Training, workshops, conferences	20,000.00
								SUB TOTAL: OUTPUT 2		**40,000.00**
								SUB TOTAL OUTPUT 1 AND OUTPUT 2		**1,119,919.00**
								74100	M&E and Communication (3%)	33,598.00
								75100	GMS (8%)	89,594.00
								Overall Total		**1,243,111.00**

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

EXPECTED OUTPUTS *And baseline, indicators including annual targets*	PLANNED ACTIVITIES *List activity results and associated actions*	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET			
		Q1	Q2	Q3	Q4		Funding Source	Account Code	Budget Description	Amount in USD ($)
Logistics and Access Working Group is established and functioning; *Information Management (IM) and Communications, Community Engagement and Accountability (CCEA) working group is established and functioning* *Disaster and Emergency Cash Grant (DCG) mechanism for response to small to medium scale disasters and emergencies in PNG is established and functioning.* *Establish Provincial Disaster Hazard Profiles for provinces*	etc.), data analysis and visualisation, and information-sharing.									
Output 2: Updating the National Disaster Management Act (1987) **Baseline:** *Disaster Management Act not updated since 1987* **Indicator:** *Number of consultations with key stakeholders conducted* **Target:** *Technical inputs to Disaster Management Act have been incorporated*	**Activity Result:** Updated National Disaster Management Act is reviewed by Parliament **Planned Activities:** Provide technical support and consultation to the NDC for updating the National Disaster Management Act	✓	✓	✓	✓ ✓					
Reporting	Annual project report									

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

The Project will be administered by UNDP. The team will report to UNDP's Resident Representative (or their designate). The Project team will continue to advise and work closely with the United Nations Resident Coordinator and other United Nations agencies to deliver services.

The day-to-day activities of the team will be managed by the Humanitarian Coordination Specialist who will have oversight of administrative and financial matters under the direction of Resident Representative (or their designate).

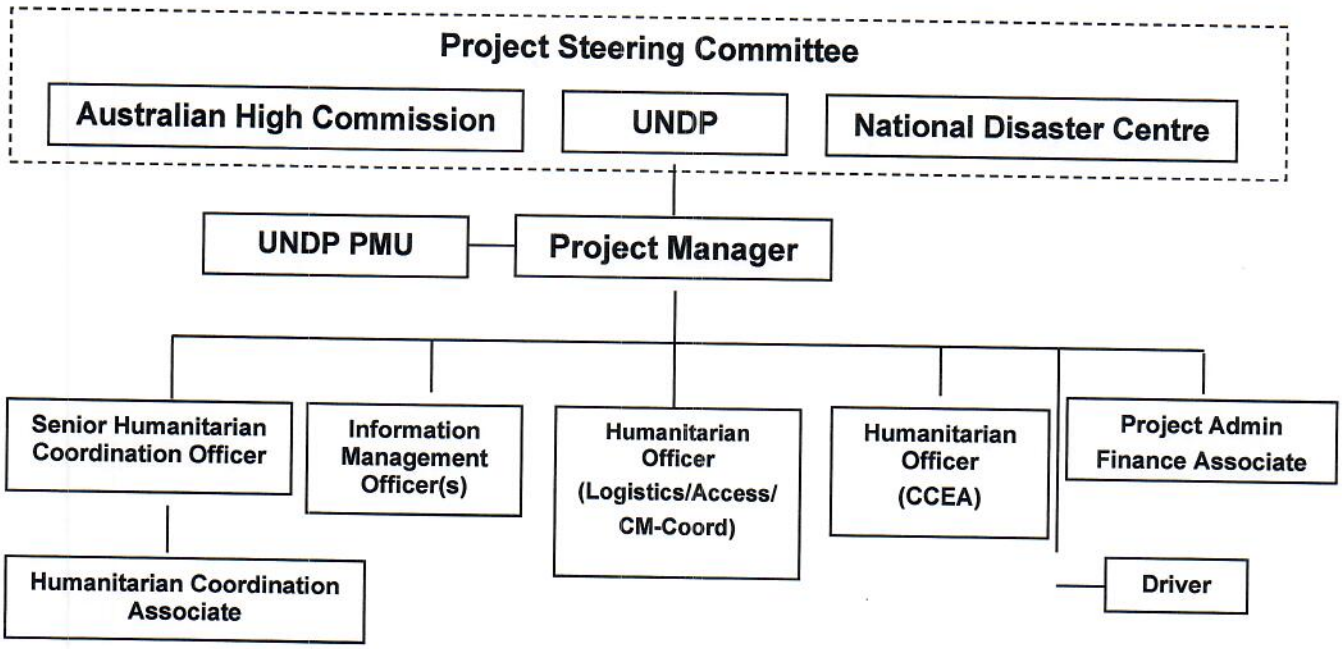
The Project will convene a Project Advisory Committee quarterly and produce reports twice a year. Additional meetings could be convened should the Committee require on various issues of strategic interest. The Committee will comprise senior representatives from UNDP, the Government of Australia, and the Government of Papua New Guinea. Membership to the Committee may be expanded at the discretion of the Committee.

The team will comprise:

- Humanitarian Coordination Specialist who will provide overall management, policy advice and strategic programme coordination and broader harmonisation with other UNDP, UN and development partner activities that support disaster preparedness and response in Papua New Guinea.
- Senior Humanitarian Coordination Officer and the Humanitarian Coordination Assistant who will support the HCS and the project team with programme coordination and harmonisation with other UNDP, UN and development partner activities that support disaster preparedness and response in Papua New Guinea.
- Humanitarian Officer who will provide support in logistics, access, and Civil-Military coordination for the project and DMT
- Humanitarian Officer who will provide support in Communications, Community Engagement and Accountability for ICCG and DMT
- Information Management Specialist and the National Information Management Officer who will support the HCS and the project team by establishing and maintaining information sharing platforms for the HAT Project/DMT and partners as required.
- Project Finance Associate who will support the day-to-day administrative aspects of the project.
- Driver/administrative assistant who will support the and day-to-day team operations and logistics.

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

Project Organisation Structure



DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

IX. LEGAL CONTEXT

The country has signed the Standard Basic Assistance Agreement (SBAA)

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of (country) and UNDP, signed on (date). All references in the SBAA to "Executing Agency" shall be deemed to refer to "Implementing Partner."

This project will be implemented by National Disaster Centre (NDC) in accordance with its financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

X. RISK MANAGEMENT

UNDP (DIM)

1. UNDP as the Implementing Partner will comply with the policies, procedures and practices of the United Nations Security Management System (UNSMS.)

2. UNDP as the Implementing Partner will undertake all reasonable efforts to ensure that none of the [project funds][15] [UNDP funds received pursuant to the Project Document][16] are used to provide support to individuals or entities associated with terrorism , that the recipients of any amounts provided by UNDP hereunder do not appear on the United Nations Security Council Consolidated Sanctions List, and that no UNDP funds received pursuant to the Project Document are used for money laundering activities. The United Nations Security Council Consolidated Sanctions List can be accessed via https://www.un.org/securitycouncil/content/un-sc-consolidated-list. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.
3. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (http://www.undp.org/ses) and related Accountability Mechanism (http://www.undp.org/secu-srm).
4. UNDP as the Implementing Partner will: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards,

[15] To be used where UNDP is the Implementing Partner

[16] To be used where the UN, a UN fund/programme or a specialized agency is the Implementing Partner

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.

5. In the implementation of the activities under this Project Document, UNDP as the Implementing Partner will handle any sexual exploitation and abuse ("SEA") and sexual harassment ("SH") allegations in accordance with its regulations, rules, policies and procedures.
6. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
7. UNDP as the Implementing Partner will ensure that the following obligations are binding on each responsible party, subcontractor, and sub-recipient:
   a. Consistent with the Article III of the SBAA *[or the Supplemental Provisions to the Project Document]*, the responsibility for the safety and security of each responsible party, subcontractor and sub-recipient and its personnel and property, and of UNDP's property in such responsible party's, subcontractor's and sub-recipient's custody, rests with such responsible party, subcontractor and sub-recipient. To this end, each responsible party, subcontractor and sub-recipient shall:
      i. put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
      ii. assume all risks and liabilities related to such responsible party's, subcontractor's and sub-recipient's security, and the full implementation of the security plan.
   b. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the responsible party's, subcontractor's and sub-recipient's obligations under this Project Document.

   c. Each responsible party, subcontractor and sub-recipient (each a "sub-party" and together "sub-parties") acknowledges and agrees that UNDP will not tolerate sexual harassment and sexual exploitation and abuse of anyone by the sub-parties, and other entities involved in Project implementation, either as contractors or subcontractors and their personnel, and any individuals performing services for them under the Project Document.

      (a) In the implementation of the activities under this Project Document, each sub-party shall comply with the standards of conduct set forth in the Secretary General's Bulletin ST/SGB/2003/13

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

of 9 October 2003, concerning "Special measures for protection from sexual exploitation and sexual abuse" ("SEA").

(b) Moreover, and without limitation to the application of other regulations, rules, policies and procedures bearing upon the performance of the activities under this Project Document, in the implementation of activities, each sub-party, shall not engage in any form of sexual harassment ("SH"). SH is defined as any unwelcome conduct of a sexual nature that might reasonably be expected or be perceived to cause offense or humiliation, when such conduct interferes with work, is made a condition of employment or creates an intimidating, hostile or offensive work environment. SH may occur in the workplace or in connection with work. While typically involving a pattern of conduct, SH may take the form of a single incident. In assessing the reasonableness of expectations or perceptions, the perspective of the person who is the target of the conduct shall be considered.

d. In the performance of the activities under this Project Document, each sub-party shall (with respect to its own activities), and shall require from its sub-parties (with respect to their activities) that they, have minimum standards and procedures in place, or a plan to develop and/or improve such standards and procedures in order to be able to take effective preventive and investigative action. These should include: policies on sexual harassment and sexual exploitation and abuse; policies on whistleblowing/protection against retaliation; and complaints, disciplinary and investigative mechanisms. In line with this, sub-parties will and will require that their respective sub-parties will take all appropriate measures to:

(i) Prevent its employees, agents or any other persons engaged to perform any services under this Project Document, from engaging in SH or SEA;

(ii) Offer employees and associated personnel training on prevention and response to SH and SEA, where sub-parties have not put in place its own training regarding the prevention of SH and SEA, sub-parties may use the training material available at UNDP;

(iii) Report and monitor allegations of SH and SEA of which any of the sub-parties have been informed or have otherwise become aware, and status thereof;

(iv) Refer victims/survivors of SH and SEA to safe and confidential victim assistance; and

(v) Promptly and confidentially record and investigate any allegations credible enough to warrant an investigation of SH or SEA. Each sub-party shall advise UNDP of any such allegations received and investigations being conducted by itself or any of its sub-parties with respect to their activities under the Project Document, and shall keep UNDP informed during the investigation by it or any of such sub-parties, to the extent that such notification (i) does not jeopardize the conduct of the investigation, including but not limited to the safety or security of persons, and/or (ii) is not in

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

contravention of any laws applicable to it. Following the investigation, the relevant sub-party shall advise UNDP of any actions taken by it or any of the other entities further to the investigation.

e. Each sub-party shall establish that it has complied with the foregoing, to the satisfaction of UNDP, when requested by UNDP or any party acting on its behalf to provide such confirmation. Failure of the relevant sub-party to comply of the foregoing, as determined by UNDP, shall be considered grounds for suspension or termination of the Project.

f. Each responsible party, subcontractor and sub-recipient will ensure that any project activities undertaken by them will be implemented in a manner consistent with the UNDP Social and Environmental Standards and shall ensure that any incidents or issues of non-compliance shall be reported to UNDP in accordance with UNDP Social and Environmental Standards.

g. Each responsible party, subcontractor and sub-recipient will take appropriate steps to prevent misuse of funds, fraud, corruption or other financial irregularities, by its officials, consultants, subcontractors and sub-recipients in implementing the project or programme or using the UNDP funds. It will ensure that its financial management, anti-corruption, anti-fraud and anti money laundering and countering the financing of terrorism policies are in place and enforced for all funding received from or through UNDP.

h. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to each responsible party, subcontractor and sub-recipient: (a) UNDP Policy on Fraud and other Corrupt Practices (b) UNDP Anti-Money Laundering and Countering the Financing of Terrorism Policy; and (c) UNDP Office of Audit and Investigations Investigation Guidelines. Each responsible party, subcontractor and sub-recipient agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.

i. In the event that an investigation is required, UNDP will conduct investigations relating to any aspect of UNDP programmes and projects. Each responsible party, subcontractor and sub-recipient will provide its full cooperation, including making available personnel, relevant documentation, and granting access to its (and its consultants', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with it to find a solution.

j. Each responsible party, subcontractor and sub-recipient will promptly inform UNDP as the Implementing Partner in case of any incidence of inappropriate use of funds, or credible allegation of fraud, corruption other financial irregularities with due confidentiality.

Where it becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, each responsible party, subcontractor and sub-recipient

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). It will provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

k. UNDP will be entitled to a refund from the responsible party, subcontractor or sub-recipient of any funds provided that have been used inappropriately, including through fraud corruption, other financial irregularities or otherwise paid other than in accordance with the terms and conditions of this Project Document. Such amount may be deducted by UNDP from any payment due to the responsible party, subcontractor or sub-recipient under this or any other agreement. Recovery of such amount by UNDP shall not diminish or curtail any responsible party's, subcontractor's or sub-recipient's obligations under this Project Document.

Special Clauses.

In case of government cost-sharing through the project, the following clauses should be included:

1. The schedule of payments and UNDP bank account details.
2. The value of the payment, if made in a currency other than United States dollars, shall be determined by applying the United Nations operational rate of exchange in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNDP of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a loss in the value of the balance of funds is recorded, UNDP shall inform the Government with a view to determining whether any further financing could be provided by the Government. Should such further financing not be available, the assistance to be provided to the project may be reduced, suspended or terminated by UNDP.
3. The above schedule of payments takes into account the requirement that the payments shall be made in advance of the implementation of planned activities. It may be amended to be consistent with the progress of project delivery.
4. UNDP shall receive and administer the payment in accordance with the regulations, rules and directives of UNDP.
5. All financial accounts and statements shall be expressed in United States dollars.
6. If unforeseen increases in expenditures or commitments are expected or realized (whether owing to inflationary factors, fluctuation in exchange rates or unforeseen contingencies), UNDP shall submit to the government on a timely basis a supplementary estimate showing the further financing that will be necessary. The Government shall use its best endeavours to obtain the additional funds required.

DocuSign Envelope ID: F17375EE-C82B-4B54-8DB7-8376E69F5C6B

7. If the payments referred above are not received in accordance with the payment schedule, or if the additional financing required in accordance with paragraph 6 above is not forthcoming from the Government or other sources, the assistance to be provided to the project under this Agreement may be reduced, suspended or terminated by UNDP.
8. Any interest income attributable to the contribution shall be credited to UNDP Account and shall be utilized in accordance with established UNDP procedures.
9. In accordance with the decisions and directives of UNDP's Executive Board:

   The contribution shall be charged:

   (a) [8%] cost recovery for the provision of general management support (GMS) by UNDP headquarters and country offices

   (b) Direct cost for implementation support services (ISS) provided by UNDP and/or an executing entity/implementing partner.

10. Ownership of equipment, supplies and other properties financed from the contribution shall vest in UNDP. Matters relating to the transfer of ownership by UNDP shall be determined in accordance with the relevant policies and procedures of UNDP.
11. The contribution shall be subject exclusively to the internal and external auditing procedures provided for in the financial regulations, rules and directives of UNDP."