UNITED NATIONS DEVELOPMENT PROGRAMME

PROJECT DOCUMENT
(Lebanon)

Project Title: Addressing the humanitarian and development impact posed by mines, cluster munitions and explosive remnants of war
Project Number: 00135293   **Output Number:** 00126597
Implementing Partner: Ministry of National Defence
Start Date: 1 May 2021   **End Date:** 30 April 2024

Brief Description
The Lebanese community and the refugee community are suffering from a legacy contamination in Lebanon where a significant number of lands in the Bekaa, South, Mount Lebanon and other areas of Lebanon are still contaminated by landmines, cluster munitions and other explosive remnants of war (ERW). The issue of contamination has been further compounded in 2017 following the defeat of terrorist groups in the North-Eastern border region that was contaminated mainly with improvised explosive devices (IEDs). This proposed project focuses on empowering the Lebanon Mine Action Center (LMAC) - the responsible body for the execution and coordination of the Lebanon Mine Action Programme (LMAP) on behalf of the Mine Action Authority - and enabling it to sustainably manage and address the humanitarian and development impact posed by mines, Explosive Remnants of War and Cluster Munitions. The overall objective is to significantly attenuate the impact of contamination risks through the promotion of resilient adaptable government institutions.

Contributing Outcome (UNDAF/CPD, RPD or GPD):
CPD (2017-2022) Lebanon Output 2.3. Government institutions core state functions and capacities strengthened for accountability and enhanced policy formulation and reform and Outcome 2.3. No. of policy reforms legislated and implementation plans adopted.

UNSF Lebanon (2017-2022) Core Priority 1: All people in Lebanon enjoy peace and security - Outcome 1.2: Lebanese authorities are better equipped to maintain internal security and law and order in accordance with human rights principles.

Indicative Output(s):
Output 1: **Core national capacity to document and prioritize clearance operations** strengthened and land release supported
Output 2: LMAC's compliance with international and national obligations maintained and its coordination functions strengthened
Output 3: LMAC's communication and partnerships capacities strengthened

Gender marker[2]: GEN1

Total resources required:		2,500,000 USD
Total resources allocated:	Netherlands:	1,559,909.45USD
	Government:	
	In-Kind:	Office premises in Chukri Ghanem Barracks & Nabattieh Barracks
Unfunded:		940,090.55 USD

Government	UNDP
H.E. Mrs Zeina Akar Minister of National Defence	Mrs. Celine Moyroud Resident Representative
Date:	Date: 17 / 05 / 2021

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[2] The Gender Marker measures how much a project invests in gender equality and women's empowerment. Select one for each output: GEN3 (Gender equality as a principle objective); GEN2 (Gender equality as a significant objective); GEN1 (Limited contribution to gender equality); GEN0 (No contribution to gender quality)

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I. DEVELOPMENT CHALLENGE (1/4 PAGE – 2 PAGES RECOMMENDED)

The issue of mines and explosive remnants of war (ERW) in Lebanon has accumulated over four decades of internal and external conflict, resulting in the contamination of vast swathes of land. It is estimated that the contaminated land remaining to be cleared at the end of 2020 amounted to around 31 million square meters, of which an estimated 75% can be used for agricultural purposes.

Contamination has a devastating impact not solely from a humanitarian perspective but also from a socio-economic perspective. In a study done by UNDP in 2019, the cost of ERW contamination was estimated to 600 million dollars in lost economic opportunities by 2027. This impact is translated in the inability of communities to use their lands for livelihood purposes including agriculture. This cost also include the loss of productivity of victims.

Nevertheless, this same study estimated that every dollar invested in mine action generates 4.15 dollars in socio-economic benefits. Thus, supporting this sector leads to clearing the lands of deadly threats in addition to enabling the Lebanese communities to improve their socio-economic conditions.[2]

During the last decade, the scope of mine action increased in Lebanon due to: (i) the developments in the North-Eastern Border; (ii) the Syrian refugee crisis; (iii) the Government of Lebanon (GoL) decisions concerning the Blue Line clearance operations and the (iv) severe economic crisis and social and political unrest, the Beirut port explosion and Covid19 crisis.

The Syrian refugee crisis has influenced mine action in Lebanon through the refugees' settlement pattern. Many refugees fleeing the war in Syria had no option but to live in makeshift camps near contaminated areas. This aggravated considerably the number of mine accidents and mine victims. Since the beginning of the Syrian crisis about 30% of victims in Lebanon are refugees.

With reference to the North-Eastern border, the infiltration of terrorist groups including ISIS resulted in vast areas contaminated by ERW and Improvised Explosive Devices (IEDs). Following the clearance of the region from terrorists in 2017, IED clearance operations were initiated.

In 2016 the Government of Lebanon decided to start clearance operations on the Blue Line, a stretch of land between Lebanon and the occupied Palestinian territories extending over 118 km.[3] There are more than 1,000 mine fields[4] along the Blue Line and their clearance demands significant resources from LMAC, including, inter alia, human resources for community liaison, quality assurance/quality control (QA/QC) and information management. There are an estimated 240,000 remaining mines to be cleared.

Last but not least the severe economic and financial crisis and the subsequent social and political unrest leading to the 2019 demonstrations, and the Covid19 pandemic all affected LMAC's work and its ability to implement its operations at a normal pace. The severe economic and financial crisis followed by the serious currency devaluation gravely diminished the purchasing power of the Lebanese pound and thereby the value of the government's contribution to Mine Action in terms of clearance and operational costs.

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[2]https://www.lb.undp.org/content/lebanon/en/home/library/crisis_prevention_and_recovery/SocioEconomicBenefitsofMineActioninLebanon.html

[3] The United Nations established this Line in June 2000 for the sole purpose of confirming the full withdrawal of Israel from Lebanese territory. The Blue Line does not in any way represent an international border and is without prejudice to future border arrangements between Lebanon and the occupied Palestinian territories.

[4] https://reliefweb.int/report/lebanon/unifil-and-unmas-hail-partnership-de-mining-south-lebanon

The contextual changes described above have overstretched the capacities of the Lebanon Mine Action Center (LMAC). In practice, LMAC engages on fundraising and advocacy for the entire Lebanon Mine Action Program. On the operational level, LMAC manages operations through assigning tasks, overseeing and monitoring through quality control all operations from non-technical survey to clearance and releases of lands to civilian owners. LMAC is also responsible for Explosive Ordnance Risk Education Awareness and Survivors Assistance.

Since 2009, UNDP has been supporting LMAC to enable it to implement the LMAP and its strategy, while concurrently promoting the capacity of army personnel to adopt a humanitarian approach rather than a pure military approach. The support of an international body such as UNDP with experience in mine action and capacity building of Lebanese public institutions was necessary since local organizations and institutions had very little capacity to take on this responsibility. UNDP has provided assistance, inter alia, on the coordination with communities, the entry and aggregation of data, quality control and quality assurance of clearance operations (QA/QC), the development and update of national mine action standards, reporting in line with Lebanon's international obligations, Mine Risk Education, Mine Victims Assistance and LMAC's involvement in the Arab Regional Cooperation Program (ARCP).

The EU generously funded UNDP's support to LMAC for 10 years ending in 2019 with the following objective: "The LMAC empowered and enabled to sustainably manage and address the humanitarian and development impact posed by mines."[5] One of the most important results of this phase of the project included the opening of the Regional School for Humanitarian Demining in Lebanon (RSHDL). This school was accredited by the Geneva International Center for Humanitarian Demining (GICHD) and is expected to cater to all Arab and Friendly countries in particular to the countries in the region affected by conflicts and the resulting landmine and ERW contamination.

Moreover, a new 5 year strategy (2020 – 2025)[6] was developed by LMAC with UNDP's support for the entire Mine Action Program, in a fully participatory approach, involving the national and international implementing agencies, mine action NGOs, UN agencies, and donors. This strategy will enable the sector to progress through a systematic well-coordinated approach, and guide LMAC in developing its strategic implementation plan.

UNDP also recently engaged in several forms of assessments to support LMAC in improving its effectiveness and efficiency, to enable the institution to better serve its humanitarian and development cause. These assessments included: (i) an IT assessment to enable LMAC to be up to date on reporting and dashboard; (ii) a soft skills assessment to enhance communication, management and reporting skills of its officers; (iii) a socio-economic assessment to evaluate the long-term economic benefits of mine action and (iv) and an operational efficiency assessment.

As part of its holistic humanitarian mine action approach (HMA), UNDP also invested resources in strengthening LMAC's capacities in Mine Victims Assistance. Despite repeated advocacy efforts, there has been limited progress with the implementation of the law # 220/2000, which secured basic rights of the disabled, such as the right to education, health and employment.

UNDP also supported the establishment of a Mine Action Forum also known as country coalition in early 2018 – a tailor-made, coordination and partnership mechanism geared to promote the implementation of the Convention on Cluster Munitions (CCM). The Mine Action Forum is made up of a series of interrelated progressive meetings. The Lebanon's Mine Action Forum has convened several times with UNDP serving as a secretariat.

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[5] *Enhancing the Capacity of the Lebanon Mine Action* Center, Project Document

[6] LMAP Strategy 2020-20252: https://lebmac.org/en/images/Strategies/Strategy_2020-2025.pdf

As part of the capacity building objective of UNDP's to LMAC, UNDP has transferred functions it used to fulfil, to LMAC staff (8 staff in total since 2018 - 1 Radio & Communications operator, 1 IMSMA clerk, 1 completions officer, 1 MVA assistant, 1 MRE Assistant and 3 Community Liaison Officers).

II.   STRATEGY (1/2 PAGE - 3 PAGES RECOMMENDED)

All of the challenges described above require continuing supporting LMAC for the coming few years. Despite all the efforts deployed by UNDP especially during the past 3 years to transfer functions to LMAC and build its capacity from an operational and technical perspective, LMAC still requires UNDP's support on issues related to strategic and advocacy support, accuracy and reliability of data and quality assurance. In 2019, UNDP supported LMAC in developing a new strategy for mine action, and in 2020 a strategic action plan was developed which integrates major changes in the Mine Action realm in Lebanon over the past few years including the Syrian Refugee crisis updates, the North-eastern contamination, the launch of operations on the blue line and the extension of the CCM as well as gender and inclusion mainstreaming.

During the upcoming phase (2021-2024), the overall objective of UNDP's support to LMAC is: LMAC empowered and enabled to sustainably manage and address the humanitarian and development impact posed by mines, specifically in Lebanon and generally in the region, in line with its strategy 2020-2025.

UNDP will maintain its commitment to transfer knowledge to LMAC with a goal to phase out UNDP staff support. In addition, the project will build the capacity of the engineering regiment to gradually enhance its capabilities and broaden its scope in land release. The UNDP support will focus on three principal areas/outputs: (i) core national capacity to document and prioritize clearance operations strengthened and land release supported; (ii) LMAC's compliance with international and national obligations maintained and its coordination functions strengthened; (iii) LMAC's communication and partnerships capacity strengthened.

UNDP's engagement with LMAC will be guided by the following theory of change:
  i.   If national capacity to document and prioritize clearance operations is strengthened with critical staff support, then LMAC can address the challenges and expand land release of contaminated lands.
  ii. If LMAC is supported in its national and international reporting and coordination obligations, then humanitarian mine action in Lebanon is more transparent, coherent and most importantly benefits from high credibility.
  iii. If LMAC is supported in communication and partnerships, then mine action is high on the decision-makers agenda.

All of the areas of intervention/outputs mentioned above will contribute to LMAC being able to manage the humanitarian and development impact of mines. This theory of change is based on the following key assumptions:
  i.   UNDP succeeds in decreasing the negative effects of officers' turnover.
  ii. LMAC will effectively replace the functions that UNDP phased out from

III.   RESULTS AND PARTNERSHIPS (1.5 - 5 PAGES RECOMMENDED)

Expected Results

Output 1: Core national capacity to document and prioritize clearance operations strengthened and land release supported

Under this results area, UNDP will continue to support LMAC in documenting and prioritizing clearance operations. By end of 2020, the 3 Community Liaison Officers (CLO) functions manned and administered by UNDP were transferred completely to LMAC officers who took on the role of coordinating with the community to maximize accuracy in locating dangerous areas and identifying and interviewing victims of mines.

Accordingly, under Output 1, UNDP will:

- Support the improvement of LMAC's information management infrastructure
- Support the continuous adaptation of NMAS to new developments in the international Mine Action Standard's and support training of clearance organizations on their implementation
- Facilitate checking the conformity of all activities by all stakeholders to NMAS through the introduction of a continuously updated searchable database
- Strengthen LMAC's information management system through training and other support activities and support the development of gender disaggregated data in terms of Mine Victim Assistance, Mine Risk Education and Prioritization
- Support LMAC with Non-technical surveys to cancel and/or reduce suspected contaminated lands thereby decreasing the overall clearance area and ultimately the cost of operations
- Engage on the implementation phase of the operational efficiency assessment conducted in 2020 to test and validate the recommendations in preparation for their adoption
- Strengthen LMAC's capacity on land release through the necessary equipment and develop an exit strategy

Output 2: LMAC's compliance with international and national obligations maintained and its coordination functions strengthened

In 2020 UNDP supported LMAC in developing a new prioritization study and an operational efficiency assessment study. Building on the past phase, the technical capacities of the LMAC will continue to be complemented and strengthened through UNDP's support that is geared towards ensuring high-level stakeholders coordination of mine action, as well as the compliance with the Convention on Cluster Munitions (CCM), International Mine Action Standards (IMAS), and the National Mine Action Standards (NMAS). UNDP will also advocate for the accession of Lebanon to "the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and their Destruction" (APMBC) noting that in 2019, the Ministry of Defense stated for the first time that it has no objection on signing the treaty. The benefits of signing the treaty are significant especially since Lebanon is already working in the spirit of the treaty. The UNDP support to strategic capacities through international expertise is particularly relevant at this point, due to the increasing international obligations which includes primarily the 2025 deadline for the CCM convention.

Accordingly, under Output 2, UNDP will:

- Continue to support LMAC in advocating for the implementation of the disability law 220/2000 law as well as promote and advocate for the inclusion of people with disability and more specifically victims of Mines, Cluster munitions and other ERW into the community
- Support LMAC in commemorating the International day of Mine Action Awareness on the 4th of April
- Support LMAC and the GoL for the eventual potential accession to "the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and their Destruction"
- Coordinate with private sector to match employment opportunities with people with disabilities and more specifically with victims of mines, cluster munitions and ERW
- Support the continuous development of LMAC's capacities by conducting annual needs assessments. The assessments will be based on LMAC's internal training and infrastructure needs
- Support the coordination efforts within the framework of the Mine Action Forum

- Support LMAC in monitoring the mine action strategy implementation and the strategic implementation plan
- Support LMAC in developing a mid-term strategy review (2022)
- Support Lebanon in meeting its international obligations and complying with relevant transparency measures, such as the timely submission of annual reports transparency reports and reports to the Landmine Monitor to ensure that Lebanon maintains a positive standing internationally.
- Support LMAC with assessing the liability of the different actors involved in Mine Action

Output 3: LMAC's communication and partnerships capacities strengthened

Since Lebanon has an extensive and successful experience in Humanitarian Mine Action (HMA) and based on the international recognition that Labanon enjoys in this area, UNDP plans through this project to extend LMAC's experience on the regional scale through the Regional School for Humanitarian Demining (RSHDL) and the Arab Regional Coordination Program. In this context, countries in the region devastated by war could benefit from Lebanon's experience, which will contribute to curtailing the humanitarian crisis caused by elevated number of accidents affecting citizens, IDPs and returning refugees. The RSHDL will support countries in the region and transfer knowledge through a variety of programs and courses focusing not only on clearance but also on MVA, EORE and mine action program management.

On a parallel note, and with the objective of keeping LMAC interconnected with the regional and international mine action platforms, UNDP will support LMAC in attending major conferences such as the UN meeting of mine action programme directors and advisors, and the CCM meeting of state parties and the Meeting of State parties to the Mine Ban Convention. Such platforms are important venues for resource mobilization, networking, sharing experiences and advocacy. During this proposed project lifetime, it is envisioned that the LMAC will be supported annually to participate in at least three international conferences.

UNDP will also support LMAC in establishing partnerships with local actors. For example, following an accident in 2020 that left 4 injured (due to ERWs) from the Civil Defense while fighting fires, LMAC could provide training to the civil defense on Explosive ordnance risk education. LMAC will also provide EORE training to the associations of hikers and other entities with the aim of reducing the likelihood of any mine/ERW related accidents happening during ecotourism guided tours. Accordingly, under Output 3, UNDP will:

- Develop a livelihoods and socio-economic assessment for all remaining contaminated areas including the impact of such activities on women and vulnerable groups. The assessment will disaggregate data in terms of gender and promote and adopt the prioritization of women headed households in land clearance and release and advocate for gender inclusivity
- Support RSHDL in implementing a regional needs assessment that will be the basis for creating the yearly planning and schedule of classes
- Support Lebanon to provide regional advice and capacity building to other mine action programs, through the Regional School for Humanitarian Demining in Lebanon (RSHDL) and the (ARCP)
- Develop a new strategy for the RSHDL
- Organize EORE trainings for Forest firefighters and hikers
- Support Mine Action Victims in emergency cases
- Support LMAC in developing a resource mobilization strategy
- Support LMAC in coordinating and optimizing the Lebanon Mine Action Program Strategy 2020-2025 through organizing at least annual Mine Action Forum (MAF) meetings, and networking with potential new donors, and proposal drafting to ensure the realization of the CCM target for 2025

- Support LMAC to engage with the private sector and civil society organizations to promote the social and economic inclusion of people with disabilities and victims of mines, cluster munitions and ERW
- Support Lebanon to participate in regional and international platforms, such as the CCM inter-sessional meetings and meetings of state parties, and to report on its progress in HMA, reflect on its achievements, and share its expertise
- Support LMAC in the development of a media communication strategy that among others, promotes human rights, gender inclusivity and the rights of people with disabilities

Resources Required to Achieve the Expected Results

In terms of human resources, the project's objective and outputs require the engagement on a full-time basis of one Project Manager, one Operations Clerk, one GIS Clerk, and one QA and MRE Assistant.

The project team will be supported by the UNDP Crisis prevention and Recovery team and the UNDP Operations team and related costs will be recovered from the project's budget through the Direct project Costs modalities. In addition, the project will rely on guidance and support from Mine action Specialist located within the UNDP Regional Bureau of Arab States or UNDP HQ. Finally, the project will also rely on consultancies, whether national or international to support the design and implementation of strategic activities that require a certain set of expertise.

Partnerships

Sustainable HMA cannot be achieved in isolation. It requires close cooperation and partnerships among key stakeholders, whether local, regional, or international.

Locally, partnerships will be built with implementing agencies who are on the ground (clearance organizations, MRE & MVA organizations and civil society organizations) and with members from the international community that are the major donors for Mine Action in Lebanon. These partnerships will be strengthened and institutionalized through the Mine Action Forums which is expected to take place on a regular basis.

In addition to the Ministry of National Defense that is the Government counterpart for this project, three ministries should be involved in mine action in Lebanon on the operational level as per the Lebanon Mine Action Policy; the Ministry of Social Affairs, the Ministry of Education and Higher Education, and the Ministry of Public Health. These three ministries are assigned to be members of the MVA and MRE Steering Committees. In addition to these ministries, UNDP perceives important roles for the Ministry of Labor (to facilitate employment opportunities for victims), the Ministry of Environment (to ensure mine action is done in an environmentally friendly manner), and the Ministry of Agriculture (to support socio-economic revival of impacted areas). Noting Lebanon's delicate political makeup and affiliations, UNDP will join efforts with its partners from the national government, the international community and members of the civil society to advocate for the implementation of Law 220/2000 on the Rights of Persons with Disabilities and for Lebanon's accession to the "Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and their Destruction". Finally, UNDP and LMAC will be actively liaising with local municipalities to reflect on the socio-economic impact of clearance. These local partnerships will directly contribute to supporting the achievement of all project results outlined above.

Regionally and internationally, the UNDP will be working closely with the ARCP, GICHD, other UN Agencies, the Governments of the Netherlands and Norway and other potential donors to build local capacities, ensure the transfer of expertise, and mobilize funds for Lebanon's Mine Action Programme. As indicated previously, partners will be convened on a regular basis through the Mine Action Forum to discuss progress achieved on Mine Action, risks and challenges and recommendations.

Risks and Assumptions

In preparing this Action, the UNDP has conducted a rapid assessment of key risks that might threaten the achievement of project results and the progress towards the strategic target 2025 set in the Lebanon Mine Action Strategy. Concurrently, it envisioned measures to mitigate the risks,

potentially reducing adverse impact wherever possible. The risk matrix of the project is attached in Annex 3.

Stakeholder Engagement

"Enhancing the capacity of the Lebanon Mine Action Center primarily targets LMAC with interventions designed to empower and enable it to sustainably manage and address the humanitarian and development impact posed by mines, specifically in Lebanon and generally in the region, in line with the Lebanon Mine Action Strategy 2020-2025. Through the LMAC, the project targets mine-impacted communities and mine victims residing in Lebanon. The density of such communities has increased over the past years, driven by the influx of Syrian refugees into Lebanon and the deterioration of the overall socio-economic conditions which has compelled residents to move back to rural areas and seek livelihoods in their lands, oblivious to contamination. These incidents have placed additional people at risk.

It is worthy to note that after discussions, the LMAC replied positively to the UNDP's proposition to embrace all mine-impacted communities, including refugees, in a comprehensive response plan compliant to the LCRP. It is planned that during this Action, a concrete effort will be made in this respect to ensure that all residents in Lebanon, including Syrian refugees and other vulnerable populations, are addressed through mine action interventions.

The project plans to engage with all stakeholders starting with beneficiaries of mine action. The project expects to support them in planning for use of lands after completion of land release process. Close collaboration will enable the project to address the mine action problem from a socio-economic lense and thereby have access to new funding portfolio including socio-economic, stability and peace building. This is closely interlinked with the project objective to develop a fundraising strategy.

South-South and Triangular Cooperation (SSC/TrC)

South-South cooperation will be promoted between Lebanon and neighboring impacted countries, mainly through supporting the RSHDL which aims to build the capacities of Mine Action Practitioners in the region. Through this school, Lebanon will be able to support know-how of Arabic Speaking Countries in terms of mine action and aiding them to decrease the significant impact of mines/ERW. Accordingly, with the Action's support, the UNDP will assist LMAC in developing a RSHDL needs assessment. This exercise will enable the school to propose a demand driven curriculum and program to neighboring countries in need of support.

Knowledge

During the project, UNDP will be working on developing specific knowledge products that will serve the project objectives and its different outputs:

- a media communication strategy that among others, promotes human rights, gender inclusivity and the rights of people with disabilities
- a resource mobilization strategy for LMAC
- A livelihoods and socio-economic assessment for all remaining contaminated areas including the impact of such activities on women and vulnerable groups. The assessment will disaggregate data in terms of gender to the extent possible and promote the prioritization of women headed households in land clearance and release and advocate for gender inclusivity
- A regional needs assessment that will be the basis for creating the yearly planning and schedule of classes for the RSHDL
- A new strategy for the RSHDL
- A mid-term review (2022) for the Lebanon Mine Action Strategy
- Annual LMAC reports, transparency reports, and reports to the Landmine Monitor
- A liability assessment of the different actors involved in Mine Action

Visibility will be created around those knowledge products with the support of the UNDP Communication Office and in close coordination with the Lebanon Mine Action Center and the Government of the Kingdom of the Netherlands.

Sustainability and Scaling Up

This Action is mainly about building the institutional capacity of the LMAC, the main governmental body in charge of planning, coordinating, and implementing HMA in Lebanon. The project will provide enough training and capacity building to enable LMAC to engage on a continuous progress curve based on international standards related to policy and technical level. It will enable the LMAC to successfully implement its strategy within available resources. The main achievement will be to enable Lebanon to be cluster munitions free by 2025.

IV. PROJECT MANAGEMENT (1/2 PAGES - 2 PAGES RECOMMENDED)

Cost Efficiency and Effectiveness

The project builds on experiences gathered through the implementation of previous capacity building projects to the Lebanon Mine Action Center (Phases 1 to 4) executed by UNDP in partnership with the Ministry of National Defence and LMAC. Hence cost and time effectiveness are achieved through the use of already existing management tools and strategies of the Programme, in addition to the services of the Project Team.

This project follows the Support to National Implementation modality (Support to NIM) and the Ministry of National Defence is the Implementing Partner of the project.

In accordance with the decisions and directives of UNDP's Executive Board reflected in its policy on cost recovery, contributions received under this project shall be subject to cost recovery by UNDP for the provision of general oversight and management services (GMS) for the activities of the project. GMS will be recovered at a flat rate of 8 percent of grants advanced to UNDP. The GMS include the following services:

    i.   Corporate executive management and resource mobilisation
    ii.   Corporate accounting, financial management, internal audit, legal support and human resources management
    iii.   Policy guidance and Bureau/Country Office management

The UNDP Country Office shall provide the following support services (charged as Direct Project Costing) for the activities of the project:

    i.   Payments, disbursements and other financial transactions
    ii.   Recruitment of staff, project personnel, and consultants
    iii.   Payroll management services and Medical Clearance Services for all staff, external access to ATLAS for project managers and other staff
    iv.   Procurement of services and equipment, including disposal
    v.   Travel including visa requests, ticketing, and travel arrangements
    vi.   Organization of training activities, conferences, and workshops, including fellowships
    vii.   Shipment, custom clearance, vehicle registration, and accreditation
    viii. Security management service and Malicious Acts Insurance Policy
    ix.   Quality Assurance and Quality Control
    x.   Policy advisory support
    xi.   Thematic and technical backstopping
    xii.   Resource management and reporting

Project Management

The Ministry of National Defence is the National Implementing Partner on behalf of the Government of Lebanon. The Ministry of National Defense and the LMAC will work in full collaboration with UNDP on the implementation of this project.

The project will be managed in accordance with standard UNDP procedures as Support to National Implementation (Support to NIM) modality.

UNDP will ensure high-quality technical and financial implementation of the project and will be responsible for monitoring and ensuring proper use of all funds to assigned activities, timely reporting of implementation progress as well as undertaking of mandatory and non-mandatory evaluations for each of their respective components. All services for the procurement of works, goods and services, the recruitment of personnel, financial transactions, auditing and reporting will be carried out in compliance with UNDP procedures, rules and regulations for support to national implementation.

The audit of Support to NIM projects is made through the regular external (UN Board of Auditors) or internal audits (audits managed by UNDP's Office of Audit and Investigation).

UNDP will ensure that the Ministry of National Defense, LMAC and the project Donor will receive the maximum visibility possible in line with visibility guidance documents.

The Project team will operate from 2 main physical locations which are the Lebanese Army Shukri Ghanem Barracks in Fayadieh, Mount Lebanon (LMAC offices) as well as the LAF Nabatieh Barracks (Regional Mine Action Center).

V.   RESULTS FRAMEWORK[7]

Intended Outcome as stated in the UNSF Lebanon (2017-2022) Programme Results and Resource Framework: Core Priority 1: All people in Lebanon enjoy peace and security - Outcome 1.2: Lebanese authorities are better equipped to maintain internal security and law and order in accordance with human rights principles.
Outcome indicators as stated in the UNDP Lebanon Country Programme Document (2017-2022) Results and Resources Framework, including baseline and targets: Output 2.3. Government institutions core state functions and capacities strengthened for accountability and enhanced policy formulation and reform and Outcome 2.3. No. of policy reforms legislated, and implementation plans adopted
Applicable Output(s) from the UNDP Strategic Plan:
Project title and Atlas Project Number: Enhancing the capacity of the Lebanon Mine Action Centre, phase 5 - Output ID 00126597

EXPECTED OUTPUTS	OUTPUT INDICATORS[8]	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)				DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	Year 3	FINAL	
General Outcome: the impact of new contamination risks is significantly attenuated through strengthening the capacities of government institutions	% of staff of government institutions who feel the LMAC is empowered in containing the impact posed by mines		N/A				50%		External evaluation
	% of vulnerable beneficiaries who perceive the contamination risks are attenuated due to the intervention		N/A				60%		External evaluation
Specific Outcome: The LMAC is empowered and enabled to sustainably manage and address the humanitarian and development impact posed by mines, specifically in Lebanon and generally in the region	% of LMAC self-sustainable structures effectively and independently managing the residual risks of mines		70%	2020			80%		Internal LMAC reporting; mine action reviews

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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.

[8] 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.

Output 1: Core national capacity strengthened to document and prioritize clearance operations	Output Indicator 1.1: No. of activities implemented to strengthen LMAC's information management capacities	5	2020	8	11	14		internal LMAC reporting
	Output Indicator 1.2: Development of an independent database enabling stakeholders to track all amendments to NMAS	0	2020	1	1	1		internal LMAC reporting
	Output Indicator 1.3: No. of teams equipped to strengthen LMAC capacity on land release	0	2020		4	4		internal LMAC reporting
	Output Indicator 1.4: % of completion of non-technical surveys tasked to UNDP to reduce suspected contaminated lands		2020	100 %	100%	100%		internal LMAC reporting
Output 2: LMAC's compliance with international and national obligations maintained and its coordination functions strengthened	Output Indicator 2.1: No. of mine action forum sessions conducted	1	2020	3	5	7		Mine Action Forum Action Points Report
	Output Indicator 2.2: No. of LMAC yearly annual reports and transparency published	2	2020	4	6	8		Annual and Transparency reports
	Output Indicator 2.3: No. of mine action strategies reviews	1	2020		2			Strategy review
	Output Indicator 2.4: No. of short- and medium-term job opportunities generated for MVA throughout the project	0	2020	4	8	12		Annual Report
	Output Indicator 2.5: No. of LMAC needs assessments conducted	1	2020	2	3	4		Annual Report
Output 3: LMAC's communication, fundraising and partnerships capacities strengthened	Output Indicator 3.1: No. of socio-economic and livelihoods assessments conducted in contaminated areas	1	2020		2	2		socio-economic report

	Output Indicator 3.2: % of completion & implementation of the new media and communication strategy	N/A	2020	30%	50%	75%		Communication Strategy
	Output Indicator 3.3: No. of EORE trainings organized for forest firefighters and hikers throughout the project	2	2020	5	8	11		Workshop/training report
	Output Indicator 3.4: % of enhancement of the LMAC fundraising strategy	0%	2020	30%	50%	75%		Strategy report
	Output Indicator 3.5: No. of national and international networking events organized throughout the project	0	2020	1	2	3		Annual Report

VI.   MONITORING AND EVALUATION

Monitoring Plan

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, or in the frequency required for each indicator.	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 Multi-	(at least annually)	Any quality concerns or slower than expected progress should be discussed by the project board and management actions		

	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.		agreed to address the issues identified.	

Evaluation Plan[9]

Evaluation Title	Partners (if joint)	Related Strategic Plan Output	UNDAF/CPD Outcome	Planned Completion Date	Key Evaluation Stakeholders	Cost and Source of Funding
Final Evaluation	NA		UNSF Outcome 1.2 and CPD output 2.3	Q1 2024	LMAC	Netherlands

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[9] Optional, if needed

VII. MULTI-YEAR WORK PLAN [10][11]

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Planned Budget by Year			RESPONSIBLE PARTY	PLANNED BUDGET		
		Y1	Y2	Y3		Funding Source	Budget Description	*Amount (USD)
Output 1: Core national capacity to document and prioritize clearance operations strengthened and land release supported	1.1 Activity Management monitoring and data consolidation	104,728	104,728	104,728	UNDP	Netherlands	Team Salaries	314,184
	1.2 Activity NMAS periodic Update		20,000				IC	20,000
Gender marker: 1	1.3 Activity NMAS continuously updated Database	50,000					RFQ	50,000
	1.4. Activity Information management support through training including IMSMA	10,000	10,000	10,000			Travel	30,000
	1.5. Non- Technical survey	27,000	27,000	27,000			IC	81,000
	1.6. Operational efficiency Study (field - implementation phase)	20,000					IC	20,000
	1.7. Capacity Building in Land release towards exit strategy	30,000	20,000				IC- Workshop	50,000
	1.8. NMAS Workshop	15,000	15,000	15,000			Workshop	45,000
	1.9. Publications	6,000	6,000	6,000			Publications	18,000
	1.10 Miscellaneous	15,000	15,000	15,000			Misc.	58,460
	1.11. Direct Project Cost (UNDP)	5,540	4,360	3,560			DPC	13,460
	1.12. Monitoring & Evaluation	10,000	10,000	20,000			IC or company	40,000

[10] 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

[11] 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.

Subtotal Output 1		293,266	232,088	201,288				726,644
Output 2: LMAC's compliance with international and national obligations maintained and its coordination functions strengthened	2.1. Personnel	38,596	38,596	38,596			Team Salaries	115,788
	2.2. Commemorating International Day for People with disabilities event (December4)	3,000	3,000	3,000			Promotional workshop	9,000
Gender marker: 1	2.3. Commemorating International Mine Action Awareness Day (April 4)	3,000	3,000	3,000			Promotional workshop	9,000
	2.4. Matching employment opportunities of private sector with Victims needs	10,000	5,000	5,000			IC workshop	20,000
	2.5. Building capacity in Mine Action including Training	12,000	12,000	12,000			travel	36,000
	2.6. EORE National Campaign	3,000	3,000	3,000	UNDP	Netherlands	Promotional workshop	9,000
	2.7. MVA National Campaign	3,000	3,000	3,000			Promotional workshop	9,000
	2.8. Supporting coordination of the Mine Action Forum	6,000	6,000	6,000			workshop	18,000
	2.9. Support in Monitoring strategy and Strategic implementation plan	5,000					workshop	5,000
	2.10. Developing a Mid- term Strategy Review		10,000				IC	10,000
	2.11. Supporting in Liability Assessment for Mine Action Actors	10,000					IC	10,000
	2.12. supporting in Publications	6,000	6,000	6,000			Publications	18,000
	2.13. Miscellaneous	10,000	10,000	10,000			Misc.	30,000
	2.14. Direct Project Costs (UNDP)	2,200	2,000	1,800			DPC	6,000
Sub-Total for Output 2		111,796	101,596	91,396				304,788
Output 3: LMAC's communication and partnerships capacities strengthened	3.1. Management and Monitoring of Output 3	38,596	38,596	38,596			Team Salaries	115,788
	3.2. Developing socio-economic assessment of all remaining contaminated areas		20,000		UNDP	Netherlands	IC	20,000

Gender marker 1	3.3. Assessing Regional capacity building needs in terms for the RSHDL	20,000				IC	20,000
	3.4. Activity Support Lebanon in providing regional advice and capacity buildings to other countries through RSHDL and ARCP	20,000				Travel workshop	20,000
	3.5 Develop a new Strategy for RSHDL	20,000				IC	20,000
	3.6. Support LMAC in developing a Resource Mobilisation Strategy		20,000			IC	20,000
	3.7. Mine Action Forum	8,000	8,000	8,000		Workshop	24,000
	3.8. Provide EORE Training for Firefighters and Hikers	6,000	6,000	6,000		Workshop	18,000
	3.9. Provide Emergency Support for Victims	10,000	10,000	10,000			30,000
	3.10. Support in attendance to regional and international platforms (CCM, APMBC etc.)	15,000	15,000	15,000		Travel	45,000
	3.11. Develop a media and communication Strategy	10,000				IC	10,000
	3.12. Promotion and Visibilty Material	6,000	6,000	6,000		Supplies, material	18,000
	3.13. Miscellaneous	10,000	10,000	10,000		Misc.	30,000
	3.14. Direc Project Cost (UNDP)	3,280	2,680	1,880		DPC	7,840
	Subtotal Output 3	166,876	136,276	95,476			398,628
Total Outputs							1,430,060
General Management Support (8%)							114,404.80
Grand TOTAL Project							1,544,464.80
1% Coordination Levy to Finance the Resident Coordinator's Office							15,444.65
Grand Total Project Incl. Levy							1,559,909.45

*This multi-year workplan only reflects the budget that is funded at the time of the finalization of the project document, noting that total resources required for this project amount to USD2.5 Million – The workplan may be revised at a later stage to include additional funds if other donors express interest in contributing to the project

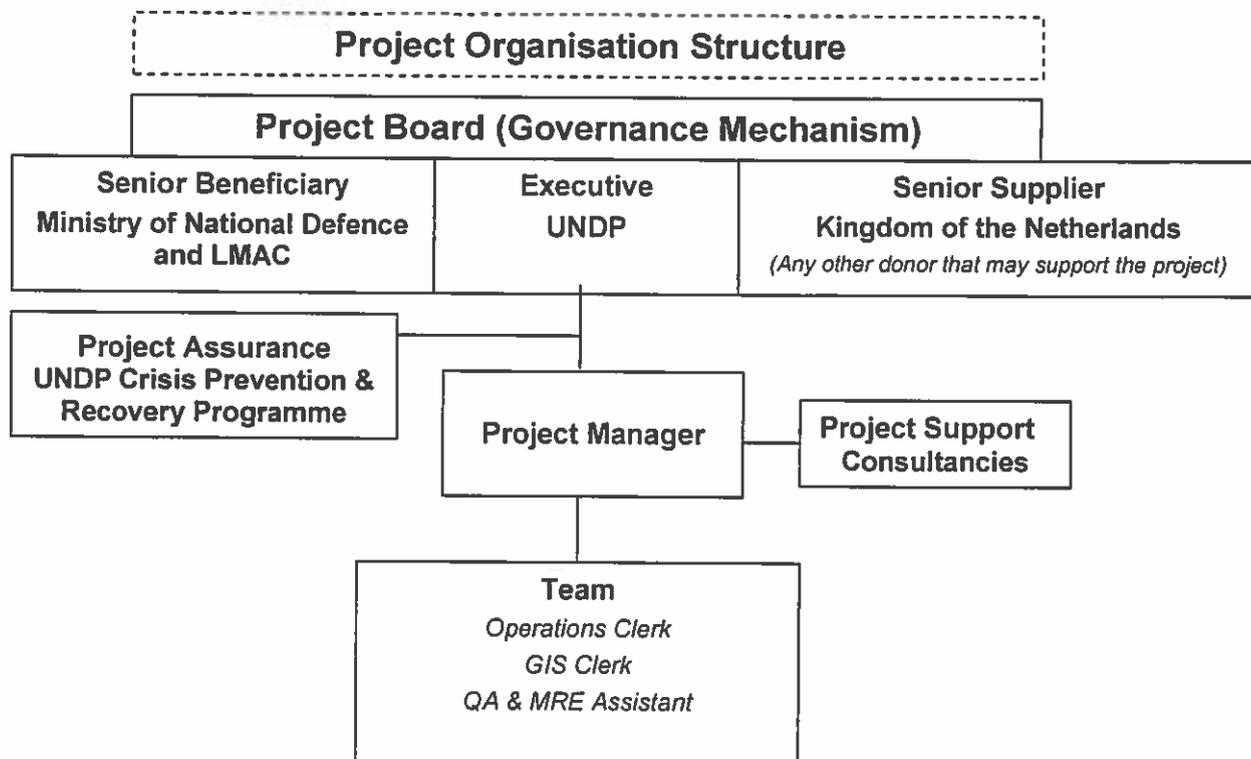## VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

The project will follow the same governance and management arrangements followed for other Support to NIM projects executed by UNDP where a Project Board will be overseeing the project and will consist of a minimum of three senior representatives from the Ministry of National Defence, the Lebanon Mine Action Center, UNDP and the Government of the Kingdom of the Netherlands.

Project Governance will be through the Project Board which will be convened by UNDP in consultation with the Ministry of Defence, the Lebanon Mine Action Center, and the Government of the Kingdom of the Netherlands and will serve as the project's governance and decision-making body. The Project Manager will also attend board meetings. It will meet as necessary, but not less than once every 12 months to review project progress, approve project work plans (including budgets). The project board is responsible for ensuring that the project remains on course to deliver results of the required quality and to meet the outcomes defined in the project document.

The Project Board's role will include:
(i)   overseeing project implementation;
(ii)   approving all project work plans and budgets;
(iii)   approving any major changes in project plans or programmes;
(iv)   providing technical input and advice;
(v)   ensuring commitment of resources to support project implementation;
(vi)   arbitrating any conflicts within the project and/or negotiating solutions between the project and any parties beyond the scope of the project; and
(vii)   overall project evaluation.

The Project organisation structure is provided in the figure below.

Project Organisation Structure

Project Board (Governance Mechanism)

| Senior Beneficiary Ministry of National Defence and LMAC | Executive UNDP | Senior Supplier Kingdom of the Netherlands *(Any other donor that may support the project)* |

Project Assurance UNDP Crisis Prevention & Recovery Programme

Project Manager

Project Support Consultancies

Team
Operations Clerk
GIS Clerk
QA & MRE Assistant

Project assurance will be provided by the UNDP Crisis Prevention and Recovery Programme. Its responsibility is to provide objective and independent project oversight and monitoring functions while ensuring that appropriate management milestones are met.

The project team will be established at LMAC and RMAC Offices. It will consist of a full-time project Manager, an Operations Clerk and GIS Clerk, and a QA and MRE Assistant who will be supervised by the Project Manager.

IX. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Lebanon and UNDP, signed on 10 February 1986. All references in the SBAA to "Executing Agency" shall be deemed to refer to "Implementing Partner."

This project will be implemented by the Ministry of National Defence ("Implementing Partner") 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

1. Consistent with the Article III of the SBAA, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP's property in the Implementing Partner's custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:
   a) 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;
   b) assume all risks and liabilities related to the Implementing Partner's security, and the full implementation of the security plan.

2. 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 Implementing Partner's obligations under this Project Document.

3. The Implementing Partner agrees to undertake all reasonable efforts to ensure that no UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml.

4. The Implementing Partner acknowledges and agrees that UNDP will not tolerate sexual harassment and sexual exploitation and abuse of anyone by the Implementing Partner, and each of its responsible parties, their respective sub-recipients 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, the Implementing Partner, and each of its sub-parties referred to above, shall comply with the standards of conduct set forth in the Secretary General's Bulletin ST/SGB/2003/13 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, the Implementing Partner, and each of its sub-parties referred to above, 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.

5. a) In the performance of the activities under this Project Document, the Implementing Partner shall (with respect to its own activities), and shall require from its sub-parties referred to in paragraph 4 (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, the Implementing Partner will and will require that such 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 the Implementing Partner and its sub-parties referred to in paragraph 4 have not put in place its own training regarding the prevention of SH and SEA, the Implementing Partner and its sub-parties may use the training material available at UNDP;

    iii. Report and monitor allegations of SH and SEA of which the Implementing Partner and its sub-parties referred to in paragraph 4 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. The Implementing Partner shall advise UNDP of any such allegations received and investigations being conducted by itself or any of its sub-parties referred to in paragraph 4 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 contravention of any laws applicable to it. Following the investigation, the Implementing Partner shall advise UNDP of any actions taken by it or any of the other entities further to the investigation.

c) The Implementing Partner 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 Implementing Partner, and each of its sub-parties referred to in paragraph 4, to comply of the foregoing, as determined by UNDP, shall be considered grounds for suspension or termination of the Project.

6. 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).

7. The Implementing Partner shall: (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, 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.

8. 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.

9. The Implementing Partner will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, responsible parties, subcontractors and sub-recipients in implementing the project or using UNDP funds. The Implementing Partner will ensure that its financial management, anti-corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.

10. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to the Implementing Partner: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. The Implementing Partner 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.

11. In the event that an investigation is required, UNDP has the obligation to conduct investigations relating to any aspect of UNDP projects and programmes in accordance with UNDP's regulations, rules, policies and procedures. The Implementing Partner shall provide its full cooperation, including making available personnel, relevant documentation, and granting access to the Implementing Partner's (and its consultants', responsible parties', 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 the Implementing Partner to find a solution.

12. The signatories to this Project Document will promptly inform one another in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

Where the Implementing Partner becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, the Implementing Partner will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). The Implementing Partner shall provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

13. UNDP shall be entitled to a refund from the Implementing Partner of any funds provided that have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the Project Document. Such amount may be deducted by UNDP from any payment due to the Implementing Partner under this or any other agreement.

Recovery of such amount by UNDP shall not diminish or curtail the Implementing Partner's obligations under this Project Document.

Note: The term "Project Document" as used in this clause shall be deemed to include any relevant subsidiary agreement further to the Project Document, including those with responsible parties, subcontractors and sub-recipients.

14. Each contract issued by the Implementing Partner in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from the Implementing Partner shall cooperate with any and all investigations and post-payment audits.

15. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.

16. The Implementing Partner shall ensure that all of its obligations set forth under this section entitled "Risk Management" are passed on to each responsible party, subcontractor and sub-recipient and that all the clauses under this section entitled "Risk Management Standard Clauses" are included, *mutatis mutandis*, in all sub-contracts or sub-agreements entered into further to this Project Document.

XI.   ANNEXES

1. Standard Letter of Agreement between UNDP and the Government for the Provision of Support Services
2. Project Board Terms of Reference
3. Risk Analysis.
4. Social and Environmental Screening
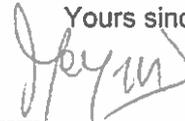5. Project Quality Assurance Report

Annex 1 - STANDARD LETTER OF AGREEMENT
BETWEEN UNDP AND THE GOVERNMENT FOR THE PROVISION OF SUPPORT
SERVICES

Excellency,

1. Reference is made to consultations between officials of the Government of *Lebanon* (hereinafter referred to as "the Government") and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed "Addressing the humanitarian and development impact posed by mines, cluster munitions and explosive remnants of war" Project ID 00135293 Output 00126597. UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through its institution the Ministry of National Defence designated in the relevant programme support document or project document, as described below.

2. The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Government-designated institution the Ministry of National Defence is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.

3. The UNDP country office may provide, at the request of the designated institution, the following support services covered by the Direct Project Costs, for the activities of the programme/project:
    - xiii. Payments, disbursements and other financial transactions
    - xiv. Recruitment of staff, project personnel, and consultants
    - xv. Payroll management services and Medical Clearance Services for all staff, external access to ATLAS for project managers and other staff
    - xvi. Procurement of services and equipment, including disposal
    - xvii. Travel including visa requests, ticketing, and travel arrangements
    - xviii. Organization of training activities, conferences, and workshops, including fellowships
    - xix. Shipment, custom clearance, vehicle registration, and accreditation
    - xx. Security management service and Malicious Acts Insurance Policy
    - xxi. Quality Assurance and Quality Control
    - xxii. Policy advisory support
    - xxiii. Thematic and technical backstopping
    - xxiv. Resource management and reporting

4. The UNDP will also provide the following corporate management services which include the following:
    - iv. Corporate executive management and resource mobilisation
    - v. Corporate accounting, financial management, internal audit, legal support and human resources management
    - vi. Policy guidance and Bureau/Country Office management

5. The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraphs 3 & 4 above shall be detailed in an annex to the programme support document or project document, in the form provided in the attachment hereto. If the requirements for support services by the country office change during the life of a programme or project, the annex and related section in the programme support document or project document is revised with the mutual agreement of the UNDP resident representative and the designated institution.

6.   The relevant provisions of the Standard Basic Assistance Agreement with the Government (the "SBAA") dated 10 February 1986, including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed programme or project through its designated institution the Ministry of National Defence. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the annex to the programme support document or project document.

7.   Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.

8.   The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraphs 3 & 4 above shall be specified in the annex to the programme support document or project document.

9.   The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.

10.   Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

11.   If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed programmes and projects.

Yours sincerely,

Signed on behalf of UNDP
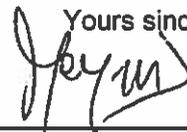Celine Moyroud
Resident Representative

For the Government
H.E. Mrs. Zeina Akar
Minister of National Defence
Date:

MS

6.   The relevant provisions of the Standard Basic Assistance Agreement with the Government (the "SBAA") dated 10 February 1986, including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed programme or project through its designated institution the Ministry of National Defence. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the annex to the programme support document or project document.

7.   Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.

8.   The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraphs 3 & 4 above shall be specified in the annex to the programme support document or project document.

9.   The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.

10.   Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

11.   If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed programmes and projects.
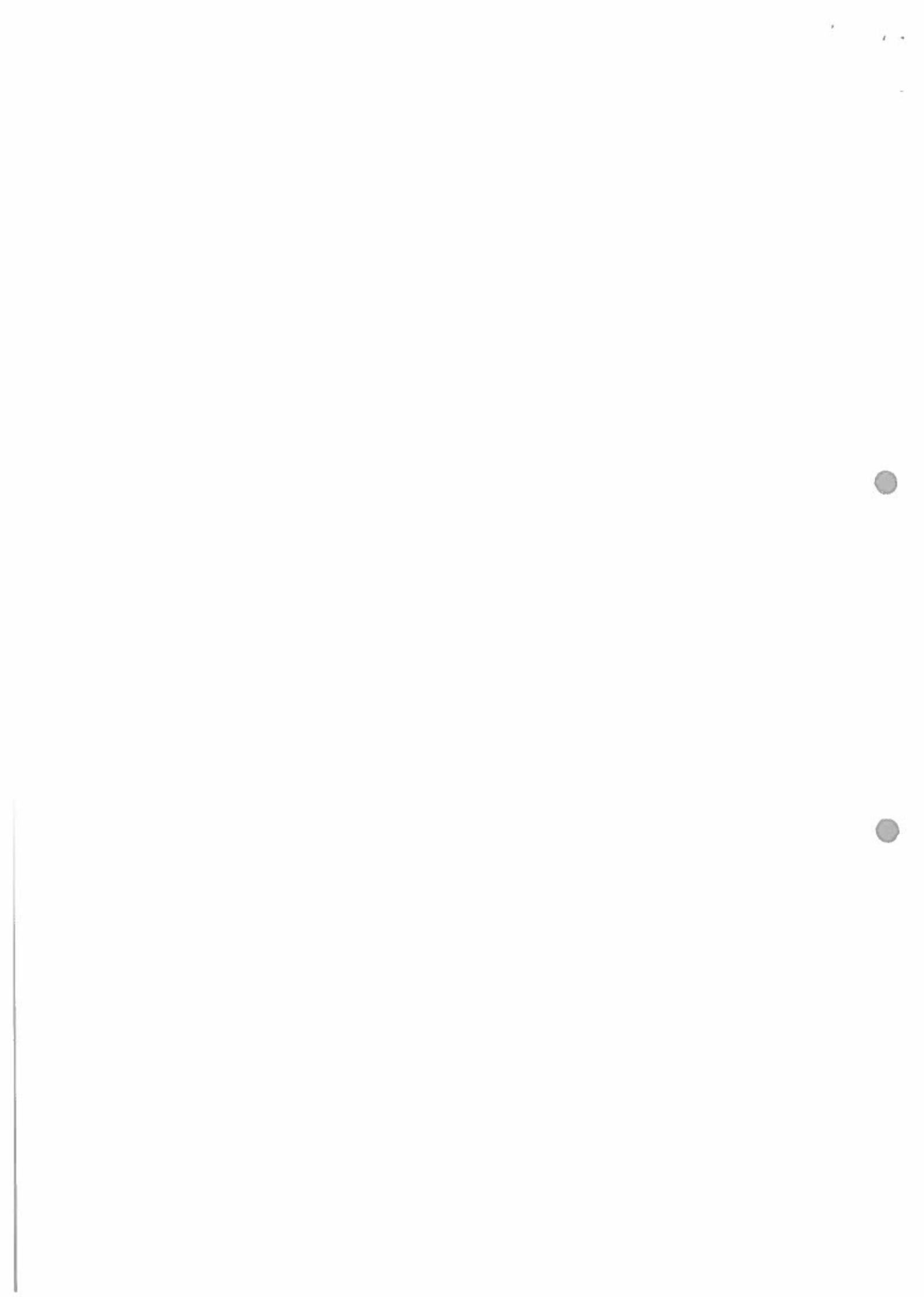
Yours sincerely,

Signed on behalf of UNDP
Celine Moyroud
Resident Representative

For the Government
H.E. Mrs. Zeina Akar
Minister of National Defence
Date: 31/5/2021

MS

ATTACHMENT: DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES

1.   Reference is made to consultations between the Ministry of National Defence, the institution designated by the Government of Lebanon and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed Project ID 00135293, Output 00126597, "Addressing the humanitarian and development impact posed by mines, cluster munitions and explosive remnants of war", the "project".

2.   In accordance with the provisions of the letter of agreement signed in May 2021 and the project document, the UNDP country office shall provide support services for Project ID 00135293 Output 00126597 as described below.

3.   Support services to be provided:

Support services	Schedule for the provision of the support services	Estimated cost to UNDP for providing such support services	Method of reimbursement to UNDP
1. Financial Services	Project Duration	USD 27,300	The reimbursement of UNDP will be done on quarterly basis through GLJE
2. Human Resources Services			
3. Procurement services			
4. Travel Services			
5. General Administration Services			
6. Security services			
7. Quality Control/Quality Assurance			
8. Policy advisory support			
9. Technical backstopping			
10. Resource management and reporting			

4. Description of functions and responsibilities of the parties involved:

Support services	Description (but not limited to)
Financial Services	- Payment process - Issue check - Vendor profile
Human Resources Services	- Staff selection and recruitment process (advertising, short-listing, interviewing) - Medical clearance - Staff HR & Benefits Administration & Management (at issuance of a contract, and again at separation) - Recurrent personnel management services: staff Payroll & Banking Administration & Management (Payroll validation, disbursement, performance evaluation, extension, promotion, entitlements, leave monitoring) - Interns Management
Procurement services	- Consultant recruitment (advertising, short-listing and selection, contract issuance) - Procurement process involving local CAP and/or ITB, RFP requirements (Identification & selection, contracting/issue purchase order, follow-up) - Procurement not involving local CAP; low value procurement (Identification & selection, issue purchase order, follow-up) - Disposal of equipment
Travel Services	- Travel authorization and arrangements - F10 settlement
General Administration Services	- Issue/Renew IDs (UN LP, UN ID, etc.) - Shipment, customs clearance, vehicle registration - Issuance of visas, telephone lines - External access to Atlas - Organization of training activities, conferences, and workshops
Security services	- Security clearance - Security plan and management - Malicious Acts Insurance Policy
Quality Control/Quality Assurance	- Audit, evaluations, quality assurance services on project implementation
Policy advisory support	- Provision of policy advisory services and coordination (horizontal and vertical) with national and international entities on sectoral interventions
Technical backstopping	- Guidance on technical best practices and approaches
Resource management and reporting	- AR Management Process (Create/apply receivable pending item, Issue/Apply Deposit) - Overall management and administration of projects

Annex 2: Project Board Terms of Reference

Project Executive Board

The Project Executive Board (PEB) is the group responsible for making, by consensus, management decisions for a project when guidance is required by the Project Manager, including recommendation for UNDP/Implementing Partner approval of project plans and revisions. In order to ensure UNDP's ultimate accountability, PEB decisions should be made in accordance with standards that shall ensure best value for money, fairness, integrity transparency and effective international competition. If a consensus cannot be reached, the final decision shall rest with the UNDP Programme Manager. Project reviews by this group are made at designated decision points during the running of a project, or as necessary when raised by the Project Manager. This group is consulted by the Project Manager for decisions when PM tolerances (normally in terms of time and budget) have been exceeded.

Based on the approved annual work plan (AWP), the PEB may review and approve project plans when required and authorize any major deviation from these agreed plans. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project and external bodies. In addition, it approves the appointment and responsibilities of the Project Manager and any delegation of its Project Assurance responsibilities.

Composition and organization: This group contains three roles, including:
- An Executive: individual representing the project ownership to chair the group.
- Senior Supplier: individual or group representing the interests of the parties concerned which provide funding and/or technical expertise to the project. The Senior Supplier's primary function within the Board is to provide guidance regarding the technical feasibility of the project.
- Senior Beneficiary: individual or group of individuals representing the interests of those who will ultimately benefit from the project. The Senior Beneficiary's primary function within the Board is to ensure the realization of project results from the perspective of project beneficiaries.

Potential members of the PEB are reviewed and recommended for approval during the LPAC meeting. For example, the Executive role can be held by a representative from the Government Cooperating Agency or UNDP, the Senior Supplier role is held by a representative of the Implementing Partner and/or UNDP, and the Senior Beneficiary role is held by a representative of the government or civil society. Representative of other stakeholders can be included in the Board as appropriate.

Specific responsibilities include:

Defining the project
- Review and approve the Project Document

Initiating the project
- Agree on Project Manager's responsibilities, as well as the responsibilities of the other members of the Project Management team;
- Delegate any Project Assurance function as appropriate;
- Review and appraise detailed Project Plan and AWP, including Atlas reports covering activity definition, quality criteria, issue log, updated risk log and the monitoring and communication plan.

Running the project
- Provide overall guidance and direction to the project, ensuring it remains within any specified constraints;
- Address project issues as raised by the Project Manager;

- Provide guidance and agree on possible countermeasures/management actions to address specific risks;
- Agree on Project Manager's tolerances in the Annual Work Plan;
- Provide direction and recommendations to ensure that the agreed deliverables are produced satisfactorily according to plans;
- Review Combined Delivery Reports (CDR) prior to certification by the Implementing Partner;
- Appraise the Project Annual Review Report, make recommendations for the next AWP, and inform the Outcome Board about the results of the review;
- Review and approve end project report, make recommendations for follow-on actions;
- Provide ad-hoc direction and advice for exception situations when project manager's tolerances are exceeded;
- Assess and decide on project changes through revisions.

Closing the project

- Assure that all Project deliverables have been produced satisfactorily;
- Review and approve the Final Project Review Report, including Lessons-learned;
- Make recommendations for follow-on actions to be submitted to the Outcome Board;
- Commission project evaluation (only when required by partnership agreement)
- Notify operational completion of the project to the Outcome Board.

Annex 3 - Risk Matrix

Description	Type	Probability and Impact (1- 5)	Mitigation Measures
Political Instability can slow down or limit project activities	Contextual/Political	Probability: 5 Impact: 2	Project activities are implemented by the UNDP and the LMAC in close coordination with the LAF and the Ministry of Defense. The number of activities that could be affected by political instability is limited (ex: advocacy on the accession of Lebanon to the APMBC) and hence the overall impact on the project is limited. UNDP and LMAC will constantly monitor progress achieved on the different activities and indicators and adjust their planning to account for changes in the political context
Security situation in the country and social unrest may limit the ability of personnel to access offices, sites	Contextual/Security	Probability: 4 Impact: 2	The UNDSS closely monitors the security situation in the country and provides detailed daily information briefs to all UN staff. UN staff are well informed of the situation and plan their movement accordingly. In addition, the UNDP has a Business continuity plan that is updated regularly. The UNDP IT infrastructure for remote working arrangements is well developed and tested and has proved its efficiency especially since the last quarter of 2019
Covid-19 pandemic may lead to intermittent lockdowns and movement restrictions that will impact project interventions	Contextual/public health	Probability: 5 Impact: 2	UNDP business continuity plan is updated regularly and the UNDP infrastructure for remote working arrangements is available and efficient. Critical activities on site can be exempted from lockdown measures when and if necessary (through the support of LMAC and LAF).
Economic and financial crisis, capital control measures and multi exchange rates may affect UNDP operations (Procurement, Finance)	Contextual/financial	Probability: 4 Impact: 2	UNDP has a strong financial and operational system that allows it to navigate through the obstacles that may arise. The UN has access to the different institutions (ministry of Finance, Prime Minister's Office and the Central Bank) to discuss and find solutions to such obstacles. UNDP is in constant discussion with its donors and its HQ to make sure that value for money is preserved
Lack of interest of donor community in mine action may affect LMAC's ability to meet its obligations	Programmatic	Probability: 3 Impact: 3	UNDP and LMAC will continue to engage the donor community in mine action through the mine action forum and other platforms (bilateral meetings, project board etc...). This will allow mine action to remain on the agenda of the international community and increase the likelihood of funding to mine action related work, and in turn allow LMAC to meet its obligations as per its 5 years strategy, and the convention of cluster munitions

Lack of Political support or interest in the APMBC accession may block Lebanon's accession to the treaty	Programmatic	Probability: 4 Impact: 3	UNDP has currently engaged a legal expert to study 1) the legal obstacles that may hinder Lebanon from acceding to the treaty and 2) draft the procedural aspect of the accession. This document will be used by UNDP the UN and their partners including donors as a starting point to engage in advocacy efforts to pave the way for the accession
Mine action work is not understood by local communities and may lead to reputational risks	Programmatic	Probability: 3 Impact: 2	UNDP will prepare a communication strategy for the project with the support of the UNDP corporate communications office. The strategy will be implemented throughout the project to shed light on the achievements and ensure visibility to LMAC, project donors and partners
Fraud and Corruption may affect project performance, value for money, reputation of UNDP and other partners and may limit the project's impact on its beneficiaries	Institutional	Probability: 1 Impact: 3	The project has to strictly adhere to UNDP rules and regulations in terms of procurement, finance, HR and will be closely monitored by the UNDP Crisis Prevention and Recovery programme. Project Audit will be conducted in accordance with the United Nations Single Audit Principle and UNDP's Financial Regulations and Rules ("FRR").
LMAC Officers Rotation within LAF impacts the performance and efficiency of LMAC	Institutional	Probability: 4 Impact: 2	In 2020, UNDP developed SOPs to mitigate the impact of officers' rotation on the performance and efficiency of LMAC. SOPs allow new appointed officers to quickly familiarize themselves with their roles and responsibilities

Annex 4 - Social and Environmental Screening Template (2021 SESP Template, Version 1)

The completed template, which constitutes the Social and Environmental Screening Report, must be included as an annex to the Project Document at the design stage. Note: this template will be converted into an online tool. The online version will guide users through the process and will embed relevant guidance.

Project Information

Project Information	
1. Project Title	Addressing the humanitarian and development impact posed by mines, cluster munitions and explosive remnants of war
2. Project Number (I.e. Atlas project ID, PIMS+)	00135293 (Output Number: 00126597)
3. Location (Global/Region/Country)	Lebanon
4. Project stage (Design or Implementation)	Design
5 Date	5 April 2021

Part A. Integrating Programming Principles to Strengthen Social and Environmental Sustainability

QUESTION 1: How Does the Project Integrate the Programming Principles in Order to Strengthen Social and Environmental Sustainability?
Briefly describe in the space below how the project mainstreams the human rights-based approach
The project among others seek to achieve the rights of people with disabilities in Lebanon, especially those that are victims of mines, cluster munitions and Explosive Remnants of war through continuous advocacy and targeted communication campaigns.
Briefly describe in the space below how the project is likely to improve gender equality and women's empowerment
Although the project is a capacity building project, it will nonetheless seek to be gender inclusive and mainstream gender equality into its different interventions.
Briefly describe in the space below how the project mainstreams sustainability and resilience
The project directly addresses sustainability and resilience in Lebanon through building the capacity of the Lebanon Mine Action Center to sustainably manage and address the humanitarian and development impact posed by mines, Explosive Remnants of War and Cluster Munitions.
Briefly describe in the space below how the project strengthens accountability to stakeholders
Accountability of the Lebanon Mine Action Standards will be strengthened through supporting it to continuously review its mine actions standards to that they remain compatible with international standards and through continuous and transparent reporting (Annual Mine Action Reports and CCM Transparency Report) that would ensure Lebanon's compliance towards international conventions it has previously ratified (in this case, the convention on Cluster Munitions).

Part B. Identifying and Managing Social and Environmental Risks

QUESTION 2: What are the Potential Social and Environmental Risks? Note: Complete SESP Attachment 1 before responding to Question 2	QUESTION 3: What is the level of significance of the potential social and environmental risks? Note: Respond to Questions 4 and 5 below before proceeding to Question 5			QUESTION 6: Describe the assessment and management measures for each risk rated Moderate, Substantial or High
Risk Description (broken down by event, cause, impact)	**Impact and Likelihood (1-5)**	**Significance (Low, Moderate, Substantial, High)**	**Comments (optional)**	**Description of assessment and management measures for risks rated as Moderate, Substantial or High**
Risk 1 construction and/or infrastructure development (e.g. roads, buildings, dams)? (Note: the GEF does not finance projects that would involve the construction or rehabilitation of large or complex dams)	I = 2 L = 1	Low	This may be a general outcome of lands cleared from mines to be used for socio economic purposes. However, such construction is not directly supported by the project.	Not Applicable
Risk 2 : transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	I = 3 L = 1	Low	This is a general risk associated with mine action that is not directly associated with the project since mine clearance is not directly supported nor financed by UNDP	Not Applicable

QUESTION 4: What is the overall project risk categorization?		
Low Risk	X	
Moderate Risk	☐	
Substantial Risk	☐	
High Risk	☐	

QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are triggered? (check all that apply)			
Question only required for Moderate, Substantial and High Risk projects (not Applicable since project is low risk)			
Is assessment required? (check if "yes")	☐		**Status? (completed, planned)**
if yes, indicate overall type and status	☐	Targeted assessment(s)	
	☐	ESIA (Environmental and Social Impact Assessment)	

		☐	SESA (Strategic Environmental and Social Assessment)	
	Are management plans required? (check if "yes)	☐		
	If yes, indicate overall type	☐	Targeted management plans (e.g. Gender Action Plan, Emergency Response Plan, Waste Management Plan, others)	
		☐	ESMP (Environmental and Social Management Plan which may include range of targeted plans)	
		☐	ESMF (Environmental and Social Management Framework)	
	Based on identified risks, which Principles/Project-level Standards triggered?		**Comments (not required)**	
	Overarching Principle: Leave No One Behind			
	Human Rights	☐		
	Gender Equality and Women's Empowerment	☐		
	Accountability	☐		
	1. Biodiversity Conservation and Sustainable Natural Resource Management	☐		
	2. Climate Change and Disaster Risks	☐		
	3. Community Health, Safety and Security	☐		
	4. Cultural Heritage	☐		
	5. Displacement and Resettlement	☐		
	6. Indigenous Peoples	☐		
	7. Labour and Working Conditions	☐		
	8. Pollution Prevention and Resource Efficiency	☐		

Final Sign Off
Final Screening at the design-stage is not complete until the following signatures are included

Signature	Date	Description
QA Assessor Wassim El-Chami *Wassim Chami*	16-May-2021	UNDP staff member responsible for the project, typically a UNDP Programme Officer. Final signature confirms they have "checked" to ensure that the SESP is adequately conducted.

QA Approver Mr. Mohammed Salih	16-May-2021	UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have "cleared" the SESP prior to submittal to the PAC.

SESP Attachment 1. Social and Environmental Risk Screening Checklist

Checklist Potential Social and Environmental Risks	
INSTRUCTIONS: The risk screening checklist will assist in answering Questions 2-6 of the Screening Template. Answers to the checklist questions help to (1) identify potential risks, (2) determine the overall risk categorization of the project, and (3) determine required level of assessment and management measures. Refer to the SES toolkit for further guidance on addressing screening questions.	
Overarching Principle: Leave No One Behind **Human Rights**	**Answer (Yes/No)**
P.1 Have local communities or individuals raised human rights concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
P.2 Is there a risk that duty-bearers (e.g. government agencies) do not have the capacity to meet their obligations in the project?	No
P.3 Is there a risk that rights-holders (e.g. project-affected persons) do not have the capacity to claim their rights?	No
Would the project potentially involve or lead to:	
P.4 adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	No
P.5 inequitable or discriminatory impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups, including persons with disabilities? [12]	No
P.6 restrictions in availability, quality of and/or access to resources or basic services, in particular to marginalized individuals or groups, including persons with disabilities?	No
P.7 exacerbation of conflicts among and/or the risk of violence to project-affected communities and individuals?	No
Gender Equality and Women's Empowerment	
P.8 Have women's groups/leaders raised gender equality concerns regarding the project, (e.g. during the stakeholder engagement process, grievance processes, public statements)?	No
Would the project potentially involve or lead to:	
P.9 adverse impacts on gender equality and/or the situation of women and girls?	No
P.10 reproducing discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	No
P.11 limitations on women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services? *For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being*	No

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[12] Prohibited grounds of discrimination include race, ethnicity, sex, age, language, disability, sexual orientation, gender identity, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to "women and men" or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender and transsexual people.

P.12	exacerbation of risks of gender-based violence?	No
	For example, through the influx of workers to a community, changes in community and household power dynamics, increased exposure to unsafe public places and/or transport, etc.	
Sustainability and Resilience: Screening questions regarding risks associated with sustainability and resilience are encompassed by the Standard-specific questions below		
Accountability		
Would the project potentially involve or lead to:		
P.13	exclusion of any potentially affected stakeholders, in particular marginalized groups and excluded individuals (including persons with disabilities), from fully participating in decisions that may affect them?	No
P.14	grievances or objections from potentially affected stakeholders?	No
P.15	risks of retaliation or reprisals against stakeholders who express concerns or grievances, or who seek to participate in or to obtain information on the project?	No
Project-Level Standards		
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management		
Would the project potentially involve or lead to		
1.1	adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services?	No
	For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes	
1.2	activities within or adjacent to critical habitats and/or environmentally sensitive areas, including (but not limited to) legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	No
1.3	changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	No
1.4	risks to endangered species (e.g. reduction, encroachment on habitat)?	No
1.5	exacerbation of illegal wildlife trade?	No
1.6	introduction of invasive alien species?	No
1.7	adverse impacts on soils?	No
1.8	harvesting of natural forests, plantation development, or reforestation?	No
1.9	significant agricultural production?	No
1.10	animal husbandry or harvesting of fish populations or other aquatic species?	No
1.11	significant extraction, diversion or containment of surface or ground water?	No
	For example, construction of dams, reservoirs, river basin developments, groundwater extraction	
1.12	handling or utilization of genetically modified organisms/living modified organisms?[13]	No
1.13	utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)[14]	No

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[13] See the Convention on Biological Diversity and its Cartagena Protocol on Biosafety.

[14] See the Convention on Biological Diversity and its Nagoya Protocol on

| 1.14	adverse transboundary or global environmental concerns?	No
Standard 2: Climate Change and Disaster Risks		
Would the project potentially involve or lead to:		
2.1	areas subject to hazards such as earthquakes, floods, landslides, severe winds, storm surges, tsunami or volcanic eruptions?	No
2.2	outputs and outcomes sensitive or vulnerable to potential impacts of climate change or disasters? *For example, through increased precipitation, drought, temperature, salinity, extreme events, earthquakes*	No
2.3	increases in vulnerability to climate change impacts or disaster risks now or in the future (also known as maladaptive or negative coping practices)? *For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding*	No
2.4	increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change?	No
Standard 3: Community Health, Safety and Security		
Would the project potentially involve or lead to:		
3.1	construction and/or infrastructure development (e.g. roads, buildings, dams)? (Note: the GEF does not finance projects that would involve the construction or rehabilitation of large or complex dams)	Yes
3.2	air pollution, noise, vibration, traffic, injuries, physical hazards, poor surface water quality due to runoff, erosion, sanitation?	No
3.3	harm or losses due to failure of structural elements of the project (e.g. collapse of buildings or infrastructure)?	No
3.4	risks of water-borne or other vector-borne diseases (e.g. temporary breeding habitats), communicable and noncommunicable diseases, nutritional disorders, mental health?	No
3.5	transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	Yes
3.6	adverse impacts on ecosystems and ecosystem services relevant to communities' health (e.g. food, surface water purification, natural buffers from flooding)?	No
3.7	influx of project workers to project areas?	No
3.8	engagement of security personnel to protect facilities and property or to support project activities?	No
Standard 4: Cultural Heritage		
Would the project potentially involve or lead to:		
4.1	activities adjacent to or within a Cultural Heritage site?	No
4.2	significant excavations, demolitions, movement of earth, flooding or other environmental changes?	No
4.3	adverse impacts to sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.4	alterations to landscapes and natural features with cultural significance?	No

access and benefit sharing from use of genetic resources.

4.5	utilization of tangible and/or intangible forms (e.g. practices, traditional knowledge) of Cultural Heritage for commercial or other purposes?	No
Standard 5: Displacement and Resettlement		
Would the project potentially involve or lead to:		
5.1	temporary or permanent and full or partial physical displacement (including people without legally recognizable claims to land)?	No
5.2	economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No
5.3	risk of forced evictions?[15]	No
5.4	impacts on or changes to land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	No
Standard 6: Indigenous Peoples		
Would the project potentially involve or lead to:		
6.1	areas where indigenous peoples are present (including project area of influence)?	No
6.2	activities located on lands and territories claimed by indigenous peoples?	No
6.3	impacts (positive or negative) to the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)? *If the answer to screening question 6.3 is "yes", then the potential risk impacts are considered significant and the project would be categorized as either Substantial Risk or High Risk*	No
6.4	the absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No
6.5	the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6	forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources? *Consider, and where appropriate ensure, consistency with the answers under Standard 5 above*	No
6.7	adverse impacts on the development priorities of indigenous peoples as defined by them?	No
6.8	risks to the physical and cultural survival of indigenous peoples?	No
6.9	impacts on the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices? *Consider, and where appropriate ensure, consistency with the answers under Standard 4 above.*	No
Standard 7: Labour and Working Conditions		

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[15] Forced eviction is defined here as the permanent or temporary removal against their will of individuals, families or communities from the homes and/or land which they occupy, without the provision of, and access to, appropriate forms of legal or other protection. Forced evictions constitute gross violations of a range of internationally recognized human rights.

	Would the project potentially involve or lead to: (note: applies to project and contractor workers)	
7.1	working conditions that do not meet national labour laws and international commitments?	No
7.2	working conditions that may deny freedom of association and collective bargaining?	No
7.3	use of child labour?	No
7.4	use of forced labour?	No
7.5	discriminatory working conditions and/or lack of equal opportunity?	No
7.6	occupational health and safety risks due to physical, chemical, biological and psychosocial hazards (including violence and harassment) throughout the project life-cycle?	No
Standard 8: Pollution Prevention and Resource Efficiency		
	Would the project potentially involve or lead to:	
8.1	the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
8.2	the generation of waste (both hazardous and non-hazardous)?	No
8.3	the manufacture, trade, release, and/or use of hazardous materials and/or chemicals?	No
8.4	the use of chemicals or materials subject to international bans or phase-outs? *For example, DDT, PCBs and other chemicals listed in international conventions such as the Montreal Protocol, Minamata Convention, Basel Convention, Rotterdam Convention, Stockholm Convention*	No
8.5	the application of pesticides that may have a negative effect on the environment or human health?	No
8.6	significant consumption of raw materials, energy, and/or water?	No
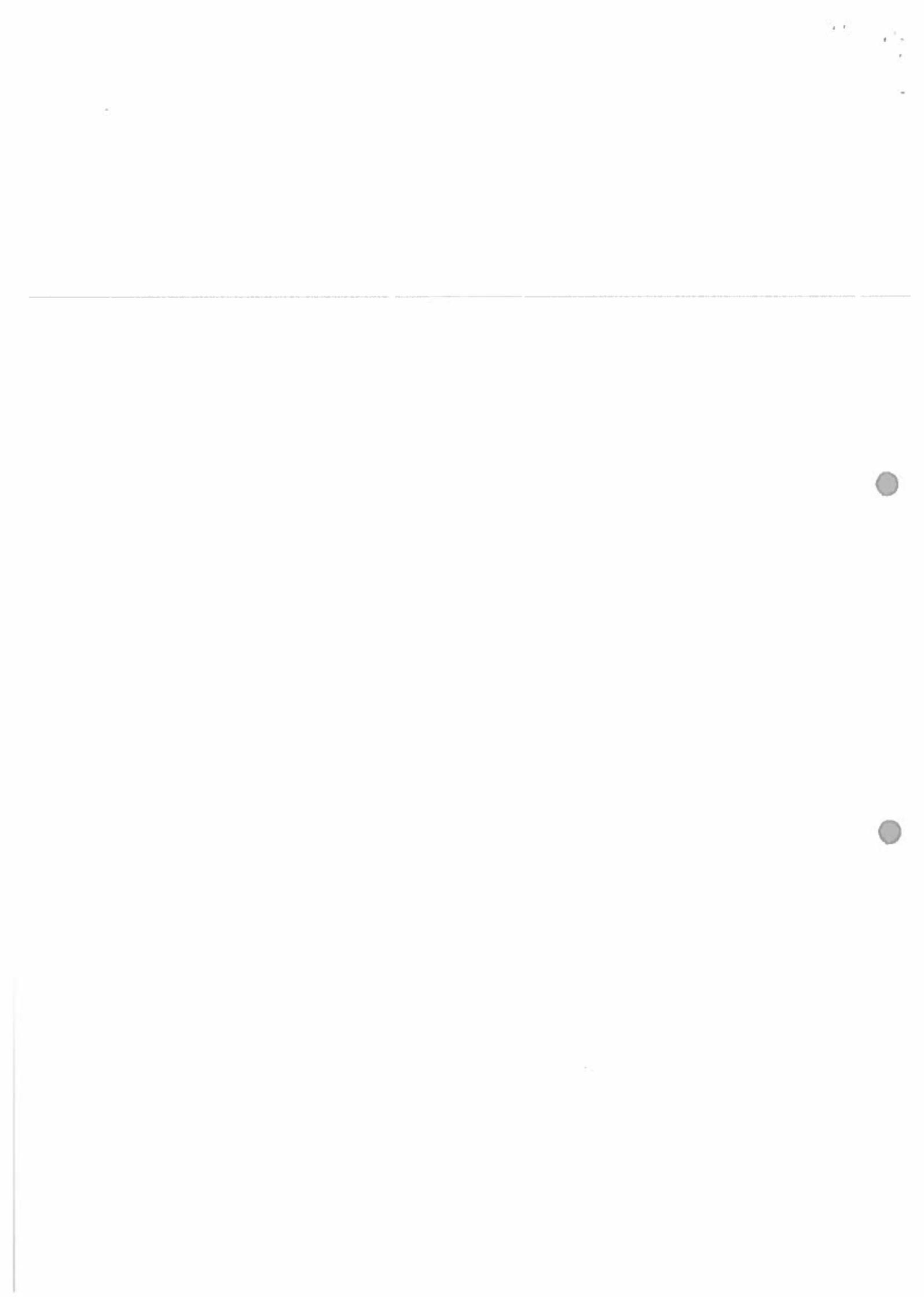
Annex 5

Design & Appraisal Stage Quality Assurance Report

Form Status: Approved

Overall Rating: Needs Improvement

Decision: Disapprove: The Social and Environmental Screening Procedure must be completed
                           for all projects worth over $500,000. See question 10.

Portfolio/Project Number: 00135293

Portfolio/Project Title: Addressing impact posed by mines

Portfolio/Project Date: 2021-05-01 / 2024-04-30

Strategic   **Quality Rating: Exemplary**

1. Does the project specify how it will contribute to higher level change through linkage to the programme's Theory of
   Change?

3: *The project is clearly linked to the programme's theory of change. It has an explicit change pathway that explains how the project will contribute to outcome level change and why the project's strategy will likely lead to this change. This analysis is backed by credible evidence of what works effectively in this context and includes assumptions and risks.*

2: *The project is clearly linked to the programme's theory of change. It has a change pathway that explains how the project will contribute to outcome-level change and why the project strategy will likely lead to this change.*

1: The project document may describe in generic terms how the project will contribute to development results, without an explicit link to the programme's theory of change.

Evidence:

The Theory of change is clearly reflected in the PD

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

2. Is the project aligned with the UNDP Strategic Plan?

3: The project responds to at least one of the development settings as specified in the Strategic Plan[1] and adapts at least one Signature Solution[2]. The project's RRF includes all the relevant SP output indicators. (all must be true)

2: *The project responds to at least one of the development settings as specified in the Strategic Plan[4]. The project's RRF includes at least one SP output indicator, if relevant. (both must be true)*

1: The project responds to a partner's identified need, but this need falls outside of the UNDP Strategic Plan. Also select this option if none of the relevant SP indicators are included in the RRF.

Evidence:

The project responds to the SP

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No documents available.

3. Is the project linked to the programme outputs? (i.e., UNDAF Results Group Workplan/CPD, RPD or Strategic Plan IRRF for global projects/strategic interventions not part of a programme)

○ Yes
○ No

Evidence:

The project responds to CPD and UNSF outputs as indicated in the PD

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No documents available.

Relevant   **Quality Rating: Highly Satisfactory**

4 Do the project target groups leave furthest behind?

3: The target groups are clearly specified, prioritising discriminated, and marginalized groups left furthest behind, identified through a rigorous process based on evidence.

2: The target groups are clearly specified, prioritizing groups left furthest behind.

1: The target groups are not clearly specified.

Evidence:

The project is an institutional support type of project that targets indirectly the general population of Leba

non

Design Print

List of Uploaded Documents

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No documents available.

5. Have knowledge, good practices, and past lessons learned of UNDP and others informed the project design?

  3: Knowledge and lessons learned backed by credible evidence from sources such as evaluation, corporate policies/strategies, and/or monitoring have been explicitly used, with appropriate referencing, to justify the approach used by the project.

  2: *The project design mentions knowledge and lessons learned backed by evidence/sources but have not been used to justify the approach selected.*

  1: There is little, or no mention of knowledge and lessons learned informing the project design. Any references made are anecdotal and not backed by evidence.

Evidence:

The new project is based on lessons learned from the previous 4 phases of the project and from the project evaluation conducted in 2019

List of Uploaded Documents

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No documents available.

6. Does UNDP have a clear advantage to engage in the role envisioned by the project vis-à-vis national / regional / global partners and other actors?

3: An analysis has been conducted on the role of other partners in the area where the project intends to work, and credible evidence supports the proposed engagement of UNDP and partners through the project, including identification of potential funding partners. It is clear how results achieved by partners will complement the project's intended results and a communication strategy is in place to communicate results and raise visibility vis-à-vis key partners. Options for south-south and triangular cooperation have been considered, as appropriate. (all must be true)

2: Some analysis has been conducted on the role of other partners in the area where the project intends to work, and relatively limited evidence supports the proposed engagement of and division of labour between UNDP and partners through the project with unclear funding and communications strategies or plans.

1: No clear analysis has been conducted on the role of other partners in the area that the project intends to work. There is risk that the project overlaps and/or does not coordinate with partners' interventions in this area. Options for south-south and triangular cooperation have not been considered, despite its potential relevance.

Evidence:

UNDP is uniquely positioned vis a vis LMAC and the ministry of Defense of the implementation of this proj ect due to the long standing partnership on Mine Act ion for the past 10 years.

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

Quality Rating: Highly Satisfactory

Principled

7. Does the project apply a human rights-based approach?

3: The project is guided by human rights and incorporates the principles of accountability, meaningful participation, and non-discrimination in the project's strategy. The project upholds the relevant international and national laws and standards. Any potential adverse impacts on enjoyment of human rights were rigorously identified and assessed as relevant, with appropriate mitigation and management measures incorporated into project design and budget. (all must be true)

2: *The project is guided by human rights by prioritizing accountability, meaningful participation and non-discrimination. Potential adverse impacts on enjoyment of human rights were identified and assessed as relevant, and appropriate mitigation and management measures incorporated into the project design and budget. (both must be true)*

1: No evidence that the project is guided by human rights. Limited or no evidence that potential adverse impacts on enjoyment of human rights were considered.

Evidence:

The Sesp analysis was conducted and reflects a ver
y low risk

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

8. Does the project use gender analysis in the project design?

3: A participatory gender analysis has been conducted and results from this gender analysis inform the development challenge, strategy and expected results sections of the project document. Outputs and indicators of the results framework include explicit references to gender equality, and specific indicators measure and monitor results to ensure women are fully benefitting from the project. (all must be true)

2: A basic gender analysis has been carried out and results from this analysis are scattered (i.e., fragmented and not consistent) across the development challenge and strategy sections of the project document. The results framework may include some gender sensitive outputs and/or activities but gender inequalities are not consistently integrated across each output. (all must be true)

1: The project design may or may not mention information and/or data on the differential impact of the project's development situation on gender relations, women and men, but the gender inequalities have not been clearly identified and reflected in the project document.

Evidence:

results from this analysis are across the developmen
t challenge and strategy sections of the project docu
ment

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

9. Did the project support the resilience and sustainability of societies and/or ecosystems?

3: Credible evidence that the project addresses sustainability and resilience dimensions of development challenges, which are integrated in the project strategy and design. The project reflects the interconnections between the social, economic and environmental dimensions of sustainable development. Relevant shocks, hazards and adverse social and environmental impacts have been identified and rigorously assessed with appropriate management and mitigation measures incorporated into project design and budget. (all must be true)

2: The project design integrates sustainability and resilience dimensions of development challenges. Relevant shocks, hazards and adverse social and environmental impacts have been identified and assessed, and relevant management and mitigation measures incorporated into project design and budget. (both must be true)

1: Sustainability and resilience dimensions and impacts were not adequately considered.

Evidence:

The project main objective is to support LMAC in wo
rking independently and sustainably manage the hu
manitarian and development challenge posed by mi
nes. Relevant risks are well reflected in the risk anal
ysis of the Project document

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

10. Has the Social and Environmental Screening Procedure (SESP) been conducted to identify potential social and environmental impacts and risks? The SESP is not required for projects in which UNDP is Administrative Agent only and/or projects comprised solely of reports, coordination of events, trainings, workshops, meetings, conferences and/or communication materials and information dissemination. [if yes, upload the completed checklist. If SESP is not required, provide the reason for the exemption in the evidence section.]

○ Yes

○ No

SESP not required because project consists solely of (Select all exemption criteria that apply)

☐ 1: Preparation and dissemination of reports, documents and communication materials

☐ 2: Organization of an event, workshop, training

☐ 3. Strengthening capacities of partners to participate in international negotiations and conferences

☐ 4: Partnership coordination (including UN coordination) and management of networks

☐ 5: Global/regional projects with no country level activities (e.g. knowledge management, inter-governmental processes)

☐ 6: UNDP acting as Administrative Agent

Evidence:

SESP was conducted and shows a low risk

List of Uploaded Documents

#	File Name	Risk Category	Risk Requirements	Document Status	Modified By	Modified On

No documents available

Management & Monitoring   **Quality Rating: Highly Satisfactory**

11. Does the project have a strong results framework?

○ 3: *The project's selection of outputs and activities are at an appropriate level. Outputs are accompanied by SMART, results-oriented indicators that measure the key expected development changes, each with credible data sources and populated baselines and targets, including gender sensitive, target group focused, sex-disaggregated indicators where appropriate. (all must be true)*

○ 2: The project's selection of outputs and activities are at an appropriate level. Outputs are accompanied by SMART, results-oriented indicators, but baselines, targets and data sources may not yet be fully specified. Some use of target group focused, sex-disaggregated indicators, as appropriate. (all must be true)

○ 1: The project's selection of outputs and activities are not at an appropriate level; outputs are not accompanied by SMART, results-oriented indicators that measure the expected change and have not been populated with baselines and targets; data sources are not specified, and/or no gender sensitive, sex-disaggregation of indicators. (if any is true)

Evidence:

The M&E Framework of the project is well develope d and documented in the Project Document

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

12. Is the project's governance mechanism clearly defined in the project document, including composition of the project board?

3: The project's governance mechanism is fully defined. Individuals have been specified for each position in the governance mechanism (especially all members of the project board.) Project Board members have agreed on their roles and responsibilities as specified in the terms of reference. The ToR of the project board has been attached to the project document. (all must be true)

2: The project's governance mechanism is defined; specific institutions are noted as holding key governance roles, but individuals may not have been specified yet. The project document lists the most important responsibilities of the project board, project director/manager and quality assurance roles. (all must be true)

1: The project's governance mechanism is loosely defined in the project document, only mentioning key roles that will need to be filled at a later date. No information on the responsibilities of key positions in the governance mechanism is provided

Evidence:

The Project governance mechanism is well defined i
n the project document and the project board ToRs a
re attached

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available

13. Have the project risks been identified with clear plans stated to manage and mitigate each risk?

3: Project risks related to the achievement of results are fully described in the project risk log, based on comprehensive analysis drawing on the programme's theory of change, Social and Environmental Standards and screening, situation analysis, capacity assessments and other analysis such as funding potential and reputational risk. Risks have been identified through a consultative process with key internal and external stakeholders, including consultation with the UNDP Security Office as required. Clear and complete plan in place to manage and mitigate each risk, including security risks, reflected in project budgeting and monitoring plans. (both must be true)

2: *Project risks related to the achievement of results are identified in the initial project risk log based on a minimum level of analysis and consultation, with mitigation measures identified for each risk.*

1: Some risks may be identified in the initial project risk log, but no evidence of consultation or analysis and no clear risk mitigation measures identified. This option is also selected if risks are not clearly identified, no initial risk log is included with the project document and/or no security risk management process has taken place for the project.

Evidence:

Project risks are clearly defined in the initial project ri
sk log

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

Efficient

Quality Rating: Exemplary

14. Have specific measures for ensuring cost-efficient use of resources been explicitly mentioned as part of the project design? This can include, for example:

i) Using the theory of change analysis to explore different options of achieving the maximum results with the resources available.

ii) Using a portfolio management approach to improve cost effectiveness through synergies with other interventions.

iii) Through joint operations (e.g., monitoring or procurement) with other partners.

iv) Sharing resources or coordinating delivery with other projects.

v) Using innovative approaches and technologies to reduce the cost of service delivery or other types of interventions.

Yes

No

Evidence:

Measures for ensuring cost efficiency are mentioned in the PD

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

15. Is the budget justified and supported with valid estimates?

3: *The project's budget is at the activity level with funding sources, and is specified for the duration of the project period in a multi-year budget. Realistic resource mobilisation plans are in place to fill unfunded components. Costs are supported with valid estimates using benchmarks from similar projects or activities. Cost implications from inflation and foreign exchange exposure have been estimated and incorporated in the budget. Adequate costs for monitoring, evaluation, communications and security have been incorporated.*

2: *The project's budget is at the activity level with funding sources, when possible, and is specified for the duration of the project in a multi-year budget, but no funding plan is in place. Costs are supported with valid estimates based on prevailing rates.*

1: *The project's budget is not specified at the activity level, and/or may not be captured in a multi-year budget.*

Evidence:

The project budget is clearly defined with valid estim ates using benchmarks from similar projects or activi ties

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

16. Is the Country Office / Regional Hub / Global Project fully recovering the costs involved with project implementation?

3: The budget fully covers all project costs that are attributable to the project, including programme management and development effectiveness services related to strategic country programme planning, quality assurance, pipeline development, policy advocacy services, finance, procurement, human resources, administration, issuance of contracts, security, travel, assets, general services, information and communications based on full costing in accordance with prevailing UNDP policies (i.e., UPL, LPL.)

2: The budget covers significant project costs that are attributable to the project based on prevailing UNDP policies (i.e., UPL, LPL) as relevant.

1: The budget does not adequately cover project costs that are attributable to the project, and UNDP is cross-subsidizing the project.

Evidence:

All costs attributable to the project will be reimburse
d based on the direct project costing modality

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available

Effective   **Quality Rating: Needs Improvement**

17. Have targeted groups been engaged in the design of the project?

3: Credible evidence that all targeted groups, prioritising discriminated and marginalized populations that will be involved in or affected by the project, have been actively engaged in the design of the project. The project has an explicit strategy to identify, engage and ensure the meaningful participation of target groups as stakeholders throughout the project, including through monitoring and decision-making (e.g., representation on the project board, inclusion in samples for evaluations, etc.)

2: *Some evidence that key targeted groups have been consulted in the design of the project.*

1: No evidence of engagement with targeted groups during project design.

Not Applicable

Evidence:

LMAC which is the main institution targeted by the p roject was involved in the development of the project document

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

18. Does the project plan for adaptation and course correction if regular monitoring activities, evaluation, and lesson learned demonstrate there are better approaches to achieve the intended results and/or circumstances change during implementation?

Yes

No

Evidence:

Regular monitoring activities are planned to be implemented by the UNDP CPR Programme

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

19. The gender marker for all project outputs are scored at GEN2 or GEN3, indicating that gender has been fully mainstreamed into all project outputs at a minimum.

Yes

No

Evidence:

This is a GEN1 Project

Management Response:

a gender specialist will be contracted during the project implementation to increase the gender aspect of the project

Design Print

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

Sustainability & National Ownership

Quality Rating: Needs Improvement

20. Have national / regional / global partners led, or proactively engaged in, the design of the project?

3: National partners (or regional/global partners for regional and global projects) have full ownership of the project and led the process of the development of the project jointly with UNDP.

2: *The project has been developed by UNDP in close consultation with national / regional / global partners.*

1: The project has been developed by UNDP with limited or no engagement with national partners.

Evidence:

The project was closely developed with LMAC repre
senting the Ministry of Defense

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

21. Are key institutions and systems identified, and is there a strategy for strengthening specific / comprehensive capacities based on capacity assessments conducted?

3: The project has a strategy for strengthening specific capacities of national institutions and/or actors based on a completed capacity assessment. This strategy includes an approach to regularly monitor national capacities using clear indicators and rigorous methods of data collection, and adjust the strategy to strengthen national capacities accordingly.

2: A capacity assessment has been completed. There are plans to develop a strategy to strengthen specific capacities of national institutions and/or actors based on the results of the capacity assessment.

1: Capacity assessments have not been carried out.

Not Applicable

Evidence:

Specific capacities of LMAC will be regularly assessed and needed capacity building plans will be developed and implemented through the project

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

22. Is there a clear strategy embedded in the project specifying how the project will use national systems (i.e., procurement, monitoring, evaluations, etc.,) to the extent possible?

Yes
No
Not Applicable

Evidence:

The project will not be using national systems as it is a full support to NIM project

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

23. Is there a clear transition arrangement / phase-out plan developed with key stakeholders in order to sustain or scale up results (including resource mobilisation and communications strategy)?

Yes

No

Evidence:

A resource mobilization and communication plan will
be developed for LMAC by the project and an exit st
rategy is already in place and will be updated during
the project lifetime

List of Uploaded Documents

#	File Name	Modified By	Modified On

No documents available.

QA Summary/LPAC Comments