

UNDP Turkmenistan

Minutes of the Local Project Appraisal Committee Meeting

Date: March 10, 2023

Project Title: Assistance to strengthening the institutional capacity of the Ombudsman's Office of Turkmenistan

1. Attendance

Name	Title
Tomica Paovic	Deputy Resident Representative, UNDP
Rovshen Nurmuhammedov	Assistant Resident Representative, UNDP
Mary Risayeva	Operations Manager, UNDP
Pena Gulhanov	Head of Finance Unit, UNDP
Akmyrat Danatarov	Programme Analyst, UNDP
Jahan Saparmamedova	Communications Associate, UNDP
Ogulshirin Yazlyyeva	Programme Associate (M&E Focal Point), UNDP
Farhad Artykov	Project Analyst on Digitalization and Innovation, UNDP
Lachin Artykova	Project Manager, UNDP

2. Project Proposal is presented by Lachin Artykova in compliance with the Checklist for Desk Review for the Project Appraisal Committee Meeting. All the mandatory documentations: Project Board Terms of Reference (TOR), Project Risk Register Description, Social and Environmental Screening of the Project, Project Quality Assurance Assessment: Design and Appraisal that are pre-requisite to this Local Project Appraisal Committee Meeting (LPAC) were submitted prior the LPAC meeting.

The presentation on the project document included all sections such as general information on the project such as clarity, completeness, correctness, substance etc.; situational analysis, results and partnerships, budget, management arrangements, monitoring and evaluation, legal context, risk analysis, operations, gender mainstreaming of the project according to the checklist of the CO.

Project manager mentioned the importance of considering the budgetary line for M&E of the project based on the recommendations of the audit in 2022, however, due to limited budget from government to allocate any budget for the M&E was challenging.

Lachin Artykova highlighted the importance of the Phase I of the project and Capacity Assessment of Ombudsperson's Office conducted under Tripartite Partnership. The report along with recommendations of the Assessment mission served as a basis in development of this Phase II.

Project is mainly financed by the Government of Turkmenistan. The international donor of the Project is Finland government along with UNDP. Project manager noted that Finland government will contribute about 21.000 USD in 2023 and the same amount in 2024 to the implementation of the Result 3 of the project. The communication with the Finland government representatives is ongoing, and the draft of the agreement between UNDP and Finland Government will be received soon. Project was created in the Quantum.

3. Summary of LPAC member comments / Review of the QA Assessment

Ogulshirin Yazlyyeva commenting on the TOR of the Project Board noting that the project is rather small and therefore, it could be much simpler than the standardized sample. Specifically, she noted to change the organigram of the TOR and shorten introductory part by adapting the sample to the content of the project.

Rovshen Nurmuhammedov commented that the standardized samples are to be used despite the small scale of the project.

Tomica Paovic recommended to review the TOR and proceed with submission of the final version referring to his comments. Also, he recommended to make a change into the English version of the Project Document and change the term “National Execution Modality” to “National Implementing Modality”.

Mary Risayeva recommended to reflect in the presentation more detailed budget lines as in the project document.

Jahan Saparmamedova recommended to submit the project info for the website of UNDP.

Pena Gulhanov noted miscalculation in the total amount of GMS as the donor fund to be counted 8% and recommended to re-calculate the GMS considering this comment.

4. Final LPAC recommendation:

The LPAC meeting resulted with Approval of the project “Assistance to strengthening the institutional capacity of the Ombudsman’s Office of Turkmenistan” as a sufficient quality to continue as planned with below two recommendations:

- Review of TOR of the Project Board
- Recalculation of the GMS with donor fund.

Prepared by:

Lachin Artykova, Project manager

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Lachin Artykova
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LPAC minutes are approved by:

Tomica Paovic, Deputy Resident Representative
(Chairperson of the meeting)
Name/Title

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Tomica Paovic
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