UNDP Turkmenistan

Minutes of the Local Project Appraisal Committee Meeting

Date: March 10, 2023

Project Title: Assistance in the implementation of a pilot electronic data interchange system in 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 was presented by the Project Analyst on Digitalization and Innovation Farhad Artykov in compliance with the Checklist for Desk Review for the Project Appraisal Committee Meeting. It was agreed that all mandatory documentations such as Project Board Terms of Reference (TOR), Project Risk Register Description, Social and Environmental Screening of the Project, Project Quality Assurance Assessment: Design and Appraisal which are pre-requisite to this Local Project Appraisal Committee Meeting (LPAC) would be submitted after 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 and 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.

Farhad Artykov highlighted the importance of the project to digital transformation of the public sector of Turkmenistan, due to nature of Electronical Data Interchange system (EDI) development of which is a primary goal of this project.

Project is fully financed by the Government of Turkmenistan, but during project initiation some small portion (25,899 USD out of 350,000 USD) of Rapid Financial Facility was used.

Project analyst noted that the project can lead to other digital transformation projects in next years, as EDI system should speed up digital transformation in the country.

Project was created in the Quantum. Quantum number is **01000304**

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

Committee agreed that standard TOR of the Project Board can be used.

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

DRR Tomica Paovic recommended to add gender aspects while preparing a technical specification of the system, as well as learn more about it during study tour.

OM Mary Risayeva recommended that no procurement of service and good could start unless money was received from the donor.

4.   Final LPAC recommendation:

The LPAC meeting resulted with Approval of the project "Assistance in the implementation of a pilot electronic data interchange system in Turkmenistan" as a sufficient quality to continue as planned with below two recommendations:

-     During creation of TOR for Study tour include the requirement to learn gender aspects in EDI development and deployment.
-     In case money are received from GOVT on time, all recruitment of project staff/consultant would be announced, but not contracted, only one recruitment with e-rec raised for PM and it is to be discussed with Pena;
-     TOR for Project Manager to be developed as soon as possible.

Prepared by: Farhad Artykov, Project Analyst

Farhad Artykov
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LPAC minutes are approved by: Tomica Paovic, Deputy Resident Representative
(Chairperson of the meeting)
Name/Title

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