

Minute of RPAC meeting

Promoting Green Transformation in the Pacific Region towards Net-zero and Climate-resilient Development (JSB-funded multi-country project), 21 March 2022, 1300-1430 hrs

Agenda

- 1300-1310 Welcome note from RPAC Chair
- 1310-1330 Presentation by Project Developer team BRH (NCE team) /COs)
- 1330-1415 Discussion on key comments/ suggestions and clarification/ response by Project Developer team
- 1415-1430 Decision and next steps

Participants

UNDP Bangkok Regional Hub

- 1) Nicholas Booth, BRH Manager, Officer-in-charge (RPAC chair)
- 2) Violet Baffour, COSQA Coordinator
- 3) Katri Kivioja, PMU Coordinator
- 4) Salma Elhagyoucif, COQA Country Programme Advisor
- 5) Akiko Yamamoto, Regional Team Leader, NCE
- 6) Radhika Lal, SDG Finance Policy Advisor
- 7) Gloria Kiondo, Risk Management Specialist
- 8) Iryna Malykh, Regional Procurement Advisor
- 9) Krib Sitathani, Regional Coordinator for Asia Pacific, Climate Promise & SCALA, NCE
- 10) Khin Hnin Myint, Policy and Programme analyst, NCE
- 11) Thitima Phuavong, Admin and Operations Associate, NCE
- 12) Mashida Rashid, Policy Specialist, HHD
- 13) Tshering Choden, Regional Gender Specialist
- 14) Yenny Widjaja, Gender Specialist
- 15) Sirintharat Wannawong, Programme Analyst, R-PMU (RPAC secretary)

UNDP Fiji

- 1) Yemesrach Workie, Deputy Resident Representative
- 2) Mayu Sakaguchi, Management and Oversight Specialist
- 3) Zainab Kakal, Innovation Specialist

UNDP Papua New Guinea

- 1) Edward Vrkic, Deputy Resident Representative
- 2) Dhiraj Singh, Programme Finance and Compliance Analyst
- 3) Ahmed Awil, Private Sector Development Specialist

UNDP Samoa

- 1) Verena Linneweber, Deputy Resident Representative
- 2) Francois Martel
- 3) Josephine Candiru, Sub-regional Gender Specialist
- 4) Marina Orruela Monteoliva, Innovative Programming and Partnerships Analyst
- 5) Monty Jefferson, Procurement Associate

UNDP Timor-Leste

- 1) Adeline Carrier, Deputy Resident Representative
- 2) Domingos Leqsi, Programme Analyst

1) Welcome note from RPAC Chair

RPAC chair welcome RPAC members and deliver key messages:

- Roughly \$36.8 million (5,105.415 billion Japanese Yen) has been approved by the Cabinet, Government of Japan for Promoting Green Transformation in the Pacific Region towards Net-zero and Climate-resilient Development
- Following the Cabinet's approval, the Exchange of Note has been signed between Ministry of Foreign Affairs of Japan and UNDP on 21 February 2022.
- The project is, as approved by the Government of Japan, a multi-country project, to be implemented over 2 years through DIM modality in Papua New Guinea (PNG), Samoa, Timor-Leste, Vanuatu, with the regional component to coordinate south-south exchange dialogues and to draw on regional technical expertise from BRH NCE as well as wider GPN and OST teams.
- The project is the 2nd largest support from Government of Japan, after support to Ukraine.

Akiko added that:

This project is larger in size than climate promise support previously received from Government of Japan through its Japan Supplementary Budget (JSB). UNDP needs to show that UNDP can deliver investment at scale with specific CO focus sector. The project's focus is to accelerate Energy transformation and contribute to NDC implementation.

- 2) Presentation of the project lead by Krib Sitathani, BRH NCE team (presentation attached)
- 3) The followings are key questions, clarifications and follow-up action points discussed during the meeting.

Key discussions	Clarifications	Follow-up actions
<p>1.Regional Project Board composition and National Advisory Board</p> <p>Verena: Do we always have government representative in the project board?</p>	<p>Akiko: This project modifies a standard governance structure of a multi-country project by including National Advisory Group to ensure that the project has country-level decision making mechanism to</p>	<p>Katri: 1.1 A clear division of duties between regional project board and national advisory committee needs to be included in the governance structure and project management arrangement.</p>

Key discussions	Clarifications	Follow-up actions
<p>Adeline: Regional project board to have CO representation.</p> <p>Gloria: Country to have project board set-up at country level?</p>	<p>inform the regional project board's decision. The National Advisory Board will have certain delegated authority from project board.</p> <p>Katri: Multi-country project, like other standard development project, will have one project board to make key decisions i.e. reallocation of budget, extension of project. There can be national advisory committee at country level.</p>	
<p>2. Multi-country project vs regional project set-up</p> <p>Akiko: Multi-country project set-up for resource mobilization and delivery realized at COs</p>	<p>Katri: In addition to resource mobilization and delivery, COs will be accountable for project results, with regional component leading on coordination.</p> <p>Since Quantum does not currently have functionality for multi-country project set-up, 5 projects (4 projects for each country and 1 project for regional component) will be set up and linked to one award. This is to ensure that resource mobilization and delivery are accrued at respective COs.</p> <p>Also, in Quantum, hard budgetary control is at project level, so setting up projects separately will help avoid cross-charge among COs.</p>	<p>2.1 Draft project has been created in Quantum, project developer team to indicate project number for each country in the Prodoc cover page.</p>
<p>3. National PMU vs regional PMU budget and support from the regional PMU</p> <p>Ed: Regional PMU budget is very heavy as compared to the national PMU.</p> <p>Yemi: Is there any flexibility to receive additional resource for PMU?</p>	<p>Akiko/Krib: Regional budget includes: 1) Support from UNDP BRH And MoFA to COs. 2) South-South learning across all countries. Coordination costs, especially travel cost for Pacific countries is high. This coordination</p>	<p>Akiko: 3.1 COs to indicate what kind of technical support required from COs so this can be factored and costed against regional budget i.e. technical advisor to sit in CO for certain period.</p>

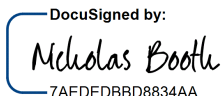
Key discussions	Clarifications	Follow-up actions
<p>Verena: Please elaborate on support from regional PMU.</p> <p>Violet: Management system of the project needs to be lean and efficient. Allocation of resources to COs vs regional needs a follow-up discussion.</p>	<p>costs are not budgeted under CO budget, but in regional budget.</p> <p>3) Communication strategy and implementation of 'communication for impact' (example for comms for Japan Tsunami project). Communication for impact will lead to opportunities for resource mobilization. This requires far more budget than usual communications.</p> <p>The concept note for this project was developed within a short timeframe and therefore did not have all the countries indicated detailed budget. BRH, therefore, decided to include the costs as mentioned above in the regional budget. This allows buffer which would otherwise have to be absorbed by CO budget.</p>	<p>3.2 BRH NCE to provide the breakdown of 7 mil of regional PMU budget</p>
<p>4. Tight timeline on project implementation</p> <p>Yemi: Tight timeline against the backdrop of vulnerable environment in the country. Support to meet timeline from JSB.</p> <p>Violet: There will be a need to revisit risk at activity level, especially with related to procurements, and identify what kind of support is needed to carry out procurements at different location in timely manner.</p>	<p>Akiko: The project was initially planned as regular Japan funded project which would be implemented over a longer period. However, MoFA has approved this against JSB project, which was meant to be implemented over 12 months. The project had already been approved exceptionally for 24-month period. UNDP should aim for this timeline as extension request will be at UNDP's cost and dilute the scale of the investment.</p> <p>Krib: COs are encouraged to keep their local embassies informed on project implementation and possible extension and justification. Local embassies will</p>	<p>4.1 To develop a detailed procurement plan as part of the inception phase</p>

Key discussions	Clarifications	Follow-up actions
	be in close communication with MoFA.	
5. Role of COSQA under project governance structure	COSQA will be providing oversight support on country implementation as usual but there is no need to include COSQA in project organogramme	5.1 To take out COSQA from project governance structure
6. Procurement Iryna: -Construction over \$200,000 needs DRD's approvals before project can be approved. -To assess procurement capacity in COs against the procurement plan -Engineering capacity. Funding on design consultant/firm to be budgeted under CO respective budget -For Samoa component, feasibility and consultation with local partners is required. Also, logistics challenge needs to be taken into account.	Verena/Francois: Samoa CO is working closely with UNDP ITM team, Copenhagen to implement 7 steps for procurement of maritime and land EVs. ITM team is coming on mission in late April/early May.	6.1 To obtain approval from DRD on construction over \$200,000 prior to approval and signing of project document. 6.2 COs to build in costs for consultancy on engineering and feasibility study on constructions and to have necessary consultation with local counterpart during the inception phase
7. Budgeting for SES follow-up activities According to SES assessment, ESMP is required at country level.		7.1 To ensure cost to conduct ESMP is budgeted under respective CO budget.
8. Risks Gloria: To use correct Risk template. Risk impact probability rating is not in line with UNDP policy. Estimation on impact and probability have to be revisited.		8.1. To ensure project risk analysis use correct template and to revisit scale of impact and probability of risks.
9. TOC & RRF Radhika: Overall, TOC and RRF reads like a separate country project with no links that justifies multi-country project Gloria: RRF to strengthen result of the output. Indicators to be refined to		9.1 To revisit and strengthen TOC and RRF

Key discussions	Clarifications	Follow-up actions
connect to outputs, impacts and results.		
10. Set-up of PMU Verena: Recruitment underway IPSA 11. Needs fast tracking from GSSC. BRH intervention is welcomed.		10.1 Noted for action

4) **Decision and next steps**

Project developer team, led by BRH NCE team in coordination with country teams will work to address comments and follow-up actions before reverting to RPAC with revised project document for approval.

DocuSigned by:

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Nicholas Booth

BRH Manager, RPAC Chair

Date: 09-Apr-2023