Docusign Envelope ID: 41F352C9-1418-4736-8E24-568567E6CFAE

CHECKLIST FOR APPROVAL OF BUDGET REVISION

Project Name: Green Job Creation through Recycling and Upcycling (GCRU) in Pokhara
Award ID: 1216316
Project ID: 01001243

Details	Yes	No
Ensure that approved TRAC and non TRAC fund correctly reflected in AWP	√	
Review AWP and ensure that GMS and DPC cost reflected	√	
Budget Revision Cover page figures matches with Work plan figures	√	
Provide justification for budget revision on the cover page	√	
Review that non TRAC fund are being planned as per cost sharing agreement signed with the donor, or ASL provided (in case of TF or TTF)	√	
Compare with previous budget revision page	√	
Ensure that work plan and budgets are approved by Project Board	√	
Review CDR and ensure that expenditure are properly recorded in CDR; Click here- How to Run CDR	√	
Review PRO and ensure that budget planned as per available budget; Click here- How to Run PRO Report	√	

The above documents are duly reviewed and AWP, cover page, previous budget revision cover page and relevant quarter work plan attached.

Portfolio Manager: _____ DocuSigned by: 3B6EEA93108A40D...
Date:12 February 2025 Kalpana Sarkar

_____ DocuSigned by: Yamuna Suwal 69E539ABDBAC426...
Yamuna Suwal
NPM

Details	Yes	No
Ensure there is no unprogrammed fund	√	
Ensure there is no cost sharing deficit	√	
Ensure the budget is as per agreed delivery target	√	
Ensure that workplan and budgets are as per PEB minutes	√	

Deputy Resident Representative: _____ DocuSigned by: 2B6D826A661446B...
Date: 12 February 2025 Julien Chevillard

Details	Yes	No
Cost recovery is correctly captured in the AWP (GMS and DPC)	√	
Quantum AWP is prepared as per signed AWP	√	
Quantum Entry of Budget is correct	√	

Prog Fin Asst: _____ DocuSigned by: F52B3A8704614EC...
Date: 12 February 2025 Soujanya Maskey

Details	Yes	No
TRAC allocation is as per approved allocation sheet	√	
Revised project budget is as per availability of resources	√	

Finance Analyst: _____ DocuSigned by: 2D6B5D402C114D6...
Ananda Ale
Date: 12 February 2025

_____ DocuSigned by: 528AAA8A3B0F4F4...
Nibedan Baidya
Operations Manager

Details	Yes	No
TRAC allocation is as per approved allocation sheet	√	
Revised project budget is as per availability of resources	√	

Portfolio Associate: _____ DocuSigned by: 622D714E4EE149C...
Surendra Sob
Date: 12 February 2025

_____ Signed by: 02C28AA4774146D...
Roshan Shrestha
Administrative and Finance Analyst

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Empowered lives.
Resilient nations.

UN Development Programme
Nepal - Kathmandu

Project id: 01001243

Project Title: Green Job Creation through Recycling and Upcycling (GCRU) project in Pokhara

Donor	Donor Code	Fund	Budget in US$							
			2023	2024	2025	2026	2027	2028	2029	Total
UNDP	000012	04000	-	150,000	150,000	150,000	150,000	150,000	120,000	870,000
KOICA	010712	30000	-	642,000	992,157	1,150,633	1,389,458	1,056,340	511,412	5,742,000
Total Budget			**-**	**792,000**	**1,142,157**	**1,300,632**	**1,539,458**	**1,206,340**	**631,412**	**6,612,000**
Total Budget as per last revision			-	792,000	1,960,550	1,608,319	1,070,020	709,104	530,007	6,670,000
Net Increase/ (Decrease)			-	-	(818,393)	(307,687)	469,438	497,236	101,405	(58,000)
Award Total										**6,612,000**
Unfunded										-

Start Year: 1 September 2023

Operational close date: 31 Dec 2029

Financial close date: 31 Dec 2030

Implementing Partner: Pokhara Metropolitan City, Govt. of Nepal

Revision Type: Substantive Budget Revision - 4

Brief Description: Substantive budget revision-4 has been prepared to upload annual work plan of USD 1,142,157 (USD 150,000 from TRAC I and USD 992,157 from KOICA) of Green Job Creation through Recycling and Upcycling (GCRU) project in Pokhara for 2025. The revision has been initiated as per the approved work plan by project board meeting held on 15 December 2024.

Signature **Date**

Approved by:
DocuSigned by:
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12-Feb-25

UNDP
Julien Chevillard
Deputy Resident Representative

Docusign Envelope ID: 41F352C9-1418-4736-8E24-568567E6CFAE

Comparision of Budget Revision
Substantive Budget Revision-3

Project: 01001243
Project Title: Green Job Creation through Recycling and Upcycling (GCRU) project in Pokhara
Date: 6-Jun-24

USD

				2023			2024			2025			2026			2027			2028			2029			Total		
Outputs	Fund	Donor	Implementing Agent	Before	Changes	Total	Before	Changes	Total	Before	Changes	Total	Before	Changes	Total	Before	Changes	Total	Before	Changes	Total	Before	Changes	Total	Before	Changes	Total
01001243	04000	000012	001981	-	-	-	-	150,000	150,000		260,550	260,550		258,060	258,060		78,695	78,695		78,445	78,445		44,250	44,250	-	870,000	870,000
	30000	010712	001981	461,467	(461,467)	-	1,008,925	(366,925)	642,000	1,327,559	372,441	1,700,000	1,314,348	35,911	1,350,259	574,427	416,898	991,325	418,941	211,718	630,659	283,900	201,857	485,757	5,389,567	410,433	5,800,000
Grand Total				**461,467**	**(461,467)**	**-**	**1,008,925**	**(216,925)**	**792,000**	**1,327,559**	**632,991**	**1,960,550**	**1,314,348**	**293,971**	**1,608,319**	**574,427**	**495,593**	**1,070,020**	**418,941**	**290,163**	**709,104**	**283,900**	**246,107**	**530,007**	**5,389,567**	1,280,433	6,670,000

Note: This sheet has prepared based on the multiyear work plan plotted in Quantum.

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Green Job Creation through Recycling and Upcycling (GCRU) Project

Annual Work Plan 2025

Atlas Award ID if relevant:
Quantum Project ID: 01001243
Duration of this plan (start month/year - end month/Year): 1 January to 31 December 2025
UNSDCF/CPD Outcome: By 2027, more people, especially women, youth, the most marginalized and poor, increasingly benefit from and contribute to inclusive, resilient, and sustainable socioeconomic transformation at federal, provincial and local levels.
CPD output 1.3: Access to basic services and financial and non-financial assets and services improved to support productive capacities for sustainable livelihoods and jobs to achieve prosperity.

EXPECTED OUTPUTS (Please include baseline, associated indicators and annual Targets)	PLANNED ACTIVITIE	Targets for Planned Activities	PLANNED BUDGET for 2025														Multi-year budget						
			Q1	Q2	Q3	Q4	RESPONSIBLE PARTY	Responsible UNDP CO staff	Implementing agent code	Funding Source Code	Donor names and codes	Budget Codes	Budget Description	Unit Cost	Unit	Total (USD)	2024	2025	2026	2027	2028	2029	Total
Output 1: PMC is able to create a more enabling policy environment and effective mechanisms for waste management and RU contributing to green economy																							
Activity Result 1.1: Indicator: No. of waste management policies, strategies, guidelines endorsed by the PMC council. Baseline: Annual Target: 3	Activity 1.1.1	**Revise/update waste management and RU policies/guidelines/ strategies and knowledge**															18,500	20,000	15,000	10,000	10,000	7,000	80,500
		Formulation of waste management and RU Guideline, Strategies and SOP		3			UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	71300	Contractual Service-Individual	5,000	3	15,000							
		Conduct Series of Consultative workshop with PMC officials and relevant stakeholders to formulate waste management and RU Guideline, Strategies and SOP	1	2	2		UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75700	Training/workshop	1,000	5	5,000							
	Activity 1.1.2:	**Develop and operationalize tracking tool for data on waste generation and collection, and revenue**															22,500	5,000	11,000	6,000	7,500	7,500	59,500
		Consultative workshop and training to operationalise tracking tools	1	2	1	1	UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75700	Training/workshop	1,000	5	5,000							
	Sub Total Activity Result 1.1: Waste management/RU policies and strategies of PMC are updated or developed for effective waste management ecosystem															**25,000**	**41,000**	**25,000**	**26,000**	**16,000**	**17,500**	**14,500**	**140,000**
Activity Result 1.2: Indicator: No. of recommendations of the committee submitted to PMC for implementation. Baseline: Annual Target: 3	Activity 1.2.1	Revitalize Waste Management Coordination Committee for better synergy and coordination among all stakeholders including private sector.	1	1			UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75700	Meeting/Workshop	1,000	2	2,000	2,000	2,000	2,000	11,000	9,500	3,192	29,692
	Activity 1.2.2:	Provide trainings and other learning opportunities for PMC officials and other relevant stakeholders - In country learning visit (Dhangadhi/Dhankuta)			1		UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	71600	Learning visit-travel	26,966	1	26,966	56,000	26,966	6,034	-	-	-	89,000
	Monitoring	UNDP quality assurance and monitoring					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	74500	Quality assurance	2,428	1	2,428	8,525	2,428	2,225	2,632			15,810
	GMS	General Management Cost					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75100	GMS	56,394	8%	4,512	8,602	4,512	4,400	2,765	1,682		21,960
	Sub Total Activity Result 1.2: Capacity of relevant PMC staffs and other stakeholders strengthened for effective functioning of Waste Management Coordination Committee															**35,906**	**75,127**	**35,906**	**14,659**	**16,396**	**11,182**	**3,192**	**156,462**
	Sub Total of Output 1															**60,906**	**116,127**	**60,906**	**40,659**	**32,396**	**28,682**	**17,692**	**296,462**
Output 2: Green Venture Zone Operationalized and Self-sustained for increased public awareness and to promote RU enterprises																							-
Activity Result 2.1: Indicator: Additional employment/job created through RU enterprises	Activity 2.1.1	Construct GVZ					UNDP	Kalpana Sarkar								-							-
	Activity 2.1.2:	Provide equipment and facilities					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72200	Equipment and facilities			-	-	-		267,000	-	-	267,000
	Sub Total Activity Result 2.1: GVZ is established and fully equipped															**-**	**-**	**-**	**-**	**267,000**	**-**	**-**	**267,000**
Activity Result 2.2: Indicator: % of GVZ operation cost covered by GVZ internal revenue Baseline: Annual Target: 0	Activity 2.2.1	Establish management and operations system including business model (master plan)			1		UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	71300	Contractual Service-Individual	5,000	1	5,000	-	5,000	20,000	25,000	23,000	28,437	101,437
	Activity 2.2.2:	Prepare communication/ promotion strategy					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712					-	-	-	22,000	15,000	22,514	15,000	74,514
	Sub Total Activity Result 2.2: Management and promotion system developed for effective operations of GVZ															**5,000**	**-**	**5,000**	**42,000**	**40,000**	**45,514**	**43,437**	**175,951**
Activity Result 2.3: Indicator: 1. No. of RU enterprise established or strengthened supported by incubation programme Annual Target:6 2. No. of people benefitted/trained from education/learning programmes Baseline:	Activity 2.3.1	Incubation support (trainings/counseling, business plan, technical support) for existing and aspiring/potential RU entrepreneurs			3	2	UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72100	Contractual Service-Company	25,000	5	125,000	79,500	135,000	145,000	151,500	100,000		611,000
		Finalizing the EOI/concept note on incubation support and organize events for sharing ideas on upcling/recycling by existing/potential entrepreneurs	1				UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72100	Contractual Service-Company	10,000	1	10,000							-
																							-
		GVZ International Technical Specialist (P3)					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	61300	Technical Specialist-International				-	-	188,000	188,000	188,000	188,000	752,000
	Activity 2.3.2:	Linkage with potentials markets, product branding and promotional events (exhibition, fair)					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72100	Contractual Service-Company			-	-	-	39,000	40,000	45,000	35,000	159,000
	Activity 2.3.3:	Public awareness through education and exhibition, online platform, media events/talk shows (TV, radio etc.)															12,000	19,000	15,500	15,000	10,000	9,923	81,423

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		Printing and Publication of IEC materials	2	2	1		UNDP	Kalpana Sarkar	1981	30000	KOICA/0 10712	72400	Printing/Publication	1,000	5	5,000							-
		Podcast/Video Publication for public awarenes		1	1		UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72400	Podcast/Video Publication	3,000	2	6,000							-
		Mural in TLO on waste segregation on Recycling and Upcycling	2	2			UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72100	Contractual Service-Individual Events	2,000	4	8,000							-
	Monitoring						UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	74500	Quality assurance	7,155	1	7,155	8,980	7,155	30,030	23,115	16,440	11,720	97,440
	GMS						UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75100	GMS	166,155	8%	13,292	8,038	13,292	55,320	41,174	32,396	21,284	171,505
	Sub Total Activity Result 2.3: Incubation, marketing and public awareness activities implemented through GVZ (for the promoting of RU)															**174,447**	**108,518**	**174,447**	**472,850**	**458,789**	**391,836**	**265,927**	**1,872,369**
	Total of Outputs 2															**179,447**	**108,518**	**179,447**	**514,850**	**765,789**	**437,350**	**309,364**	**2,315,319**
Output 3: Capacity of selected communities enhanced in creating green jobs and managing waste in an environmentally friendly manner.																							-
Activity Result 3.1: **Indicator: Number of HH of selected communities received training on waste management** **Baseline:** **Annual Target: 4080**	Activity 3.1.1	Provide trainings, awareness, and other behavior change activities to the selected communities		68	68		UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75700	Contractual Service-Company	57,430	1	57,430	83,000	94,034	100,000	145,000	155,000	50,966	628,000
		Knowledge sharing and learning workshop (Interaction between established/aspiring RU enterprises with TLOs)		1			UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75700	Contractual Service-Individual and Events	30,224	1	30,224							-
		Refresher training for 33 Master Trainers		1			UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75700	ToT Workshop/Training	6,381	1	6,381							-
	Activity 3.1.2:	Provide equipment and other supports for segregation and processing	1				UNDP	Kalpana Sarkar	001981	04000	UNDP/0 00012	72200	Equipment support	93,000	1	93,000	68,000	93,000	101,000	75,000	-	-	337,000
			1					Kalpana Sarkar	001981	30000	KOICA/0 10712	72200	Equipment support	30,000	1	30,000		30,000					30,000
					5		UNDP	Kalpana Sarkar	001981	30000	KOICA/0	72200	Community collection	10,000	5	50,000	37,000	70,400	23,500	20,400	20,400	20,400	192,100
		Technical support (RU specialist)					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	71400	Staff salary	1,700	12	20,400	11,900						11,900
																-							-
	Sub Total Activity Result 3.1: Public awareness, education and incentive mechanism implemented for behavioral change in selected communities															**287,434**	**199,900**	**287,434**	**224,500**	**240,400**	**175,400**	**71,366**	**1,199,000**
Activity Result 3.2: **Indicator: No. of green jobs in selected communities** **Baseline:** **Annual Target: 130**	Activity 3.2.1	Create RU groups in the community level																					-
		Entrepreneurship development training for TLOs members (400 individuals in 20 events)		10	10		UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75700	Contractual Service-Company	22,522	1	22,522	36,000	109,679	100,321	79,958	175,000	-	500,958
							UNDP	Kalpana Sarkar	001981	04000	UNDP/0 00012	75700							13,334	50,000		-	63,334
		Skill development training for RU groups (180 individuals from 60 RU groups)		30	30		UNDP	Kalpana Sarkar	1981	30000	KOICA/0 10712	75700	Contractual Service-Company	87,157	1	87,157							-
	Activity 3.2.2:	Provide technical, equipment, and marketing support for the selected RU groups			40		UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72100	Providing start-up support (equipments, tools, business plans to	5,000	40	200,000	36,000	200,000	130,000	120,000	113,832	-	599,832
	Monitoring						UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	74500	Quality assurance	35,144	1	35,144	18,151	35,144	25,313	20,384	25,864	19,996	144,852
	GMS						UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	75100	GMS	539,257	8%	43,141	17,764	43,141	43,224	32,747	24,629	7,106	168,611
	Sub Total Activity Result 3.2: Management and promotion system developed for effective operations of GVZ															**387,963**	**107,915**	**387,963**	**312,192**	**303,089**	**339,325**	**27,102**	**1,477,586**
	Total of Outputs 3															**675,398**	**307,815**	**675,398**	**536,692**	**543,489**	**514,725**	**98,468**	**2,676,587**
Evaluation	**Evaluation (as relevant)**															-							-
	GMS															-							-
	Total of Evaluation															-							-
Project Management Cost	**Human Resources**	Human Resources	1	1	1	1	UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	71400	Staff salary	10,571	12	126,857	42,600	126,857	130,176	134,583	67,818	79,525	581,559
	Human Resources	Human Resources (International UNV)	1	1	1	1	UNDP	Kalpana Sarkar	001981	04000	UNDP/0 00012	71400	Staff salary (International UNV)	3,000	9	27,000	12,000	27,000	9,000		99,579	66,647	214,226
	Office running cost (as relevant)	Office running cost (as relevant)	1	1	1	1	UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72500	Office Operation Cost	2,500	12	30,000		30,000	30,000	27,361			87,361
		Communication and internet					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72400	Communication & Audio Visual Equip				6,000						6,000
		Office Equipment (computer, printer, conference equipment etc.)					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72200	Equipment				34,000						34,000
		Office supplies (Stationary, and others)					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72500	Office Supplies				2,788						2,788
		Furniture and furnishing etc.					UNDP	Kalpana Sarkar	001981	30000	UNDP/0 00012	72200	Equipment and Furniture				26,000						26,000
		Fuel and Vehicle maintenance					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	73400	Rental & Main of Other Equip				9,000						9,000
		Security and office utilities					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	73100	Rental & maintenance of premises/ Utilities				30,000						30,000
		Procurement of Project Vehicles					UNDP	Kalpana Sarkar	001981	30000	KOICA/0 10712	72200	Equipment/ Vehicle				40,000						40,000

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		MOSS Compliances (CC TV, SRF,FIRE, EQ alarm, Fire Extinguishers etc.)					UNDP	Kalpana Sarkar	001981	04000	UNDP/0 00012	72200	Equipment and accessories				18,000						18,000
		Office running cost (as relevant) - UNDP	1	1	1	1	UNDP	Kalpana Sarkar	001981	04000	UNDP/0 00012	72500	Office Operation Cost	2,500	12	30,000	1,000	30,000	11,666	25,000	50,421	38,354	156,441
	Evaluation/Surveys (Baseline, midterm and endline)	Evaluation/Surveys (Baseline)				1	UNDP	Kalpana Sarkar	001981	04000	UNDP/0 00012	72100	Evaluation & Monitoring			-	25,000		15,000			15,000	55,000
	GMS cost		1	1	1	1	UNDP	Kalpana	001981	30000	KOICA/0	75100	GMS	156,857	8%	12,549	13,151	12,549	12,590	10,840	7,765	6,362	63,257
	Others (specify)															-							-
	Sub Total for Project Management Cost															**226,406**	**259,540**	**226,406**	**208,432**	**197,784**	**225,583**	**205,887**	**1,323,632**
	Total															**1,142,157**	**792,000**	**1,142,157**	**1,300,632**	**1,539,458**	**1,206,340**	**631,412**	**6,612,000**

DocuSigned by:
Yamuna Suwal
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Prepared by:
Yamuna Suwal, National Project Manager
Date: 16 Jan 2025

DocuSigned by:
376201824CAC484...
Review and agreed by:
Dharma Swarnakar, Policy Advisor and ARR
Date: 16 Jan 2025

DocuSigned by:
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Review and endorsed by:
Kalpana Sarkar, Portfolio Manager, UNDP
Date: 16 Jan 2025

DocuSigned by:
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Approved by:
Julien Chevillard
Deputy Resident Representative, UNDP
Date: 16 Jan 2025

Summary by Funding Source								
KOICA	992,157	642,000	992,157	1,150,633	1,389,458	1,056,340	511,412	5,742,000
UNDP	150,000	150,000	150,000	150,000	150,000	150,000	120,000	870,000
Total	**1,142,157**	**792,000**	**1,142,157**	**1,300,632**	**1,539,458**	**1,206,340**	**631,412**	**6,612,000**

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Task Number or Resource	Task Name	Unit of Measure	Planning Currency	Funding Source	Raw Cost	Raw Cost (USD)	Burdened Cost	Effective Burden Multiplier	Burdened Cost (USD)	Start Date	Finish Date	Resource Class	Resource Format	2024		2025	
														Raw Cost	Burdened Cost	Raw Cost	Burdened Cost
Project 01001243	Green Job Creation through Recycling and Upcycling in Pokhara (GCRU)				10,648,688.00	10,648,688.00	6,518,667.45		6,518,667.45								
Task Output 1. Enabling policy environment and for waste management	Enabling policy environment and for waste management				1,812,011.00	1,812,011.00	296,462.00		296,462.00								
Task Activity 1.2	Activity 1.2-Capacity of relevant PMC staffs and other stakeholders-UNDP				156,462.00	156,462.00	156,462.00		156,462.00								
71400 - Contractual Services - Individ		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	9,000.00	9,000.00	9,000.00	0.000	9,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	9,000.00	9,000.00		
71600 - Travel		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	33,000.00	33,000.00	33,000.00	0.000	33,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category			26,966.00	26,966.00
75100 - Facilities & Administration		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	37,770.00	37,770.00	37,770.00	0.000	37,770.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	17,127.00	17,127.00	6,940.00	6,940.00
75700 - Training, Workshops and Confer		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	76,692.00	76,692.00	76,692.00	0.000	76,692.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	49,000.00	49,000.00	2,000.00	2,000.00
Task Activity 1.1	UNDP				1,655,549.00	1,655,549.00	140,000.00		140,000.00								
71300 - Local Consultants		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	72,865.00	72,865.00	82,000.00	0.125	82,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	15,865.00	25,000.00	15,000.00	15,000.00
71600 - Travel		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	14,500.00	14,500.00	7,500.00	-0.483	7,500.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	14,500.00	7,500.00		
72100 - Contractual Services-Companies		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	1,446,527.21	1,446,527.21		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category			843,376.00	
72100 - Contractual Services-Companies		Currency	USD	UNDP|04000|TRAC (Lines 1.1.1 and 1.1.2)|00012|UNITED NATIONS DEVELOPMENT PRO - 04000|UNITED NATIONS DEVELOPMENT PRO						01/09/2023	31/12/2029	Financial Resources	Expenditure Category				
74500 - Miscellaneous Expenses		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	4,155.00	4,155.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	4,155.00			
75100 - Facilities & Administration		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	38,342.79	38,342.79		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	5,602.00		29,795.00	
75700 - Training, Workshops and Confer		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	79,159.00	79,159.00	50,500.00	-0.362	50,500.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	37,159.00	8,500.00	10,000.00	10,000.00
Task Output 2. Green Venture Zone (GVZ)	Green Venture Zone (GVZ)				3,663,864.00	3,663,864.00	2,315,319.60		2,315,319.60								
Task Activity 2.3	Activity 2.3 Incubation, marketing and public awareness activities				3,487,913.00	3,487,913.00	2,139,368.60		2,139,368.60								
61300 - Salary & Post Adj Cst-IP Staff		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	761,600.00	752,000.00	752,000.00	-0.013	752,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	9,600.00			
71300 - Local Consultants		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	72,423.00	72,423.00	81,423.00	0.124	81,423.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	3,000.00	12,000.00	19,000.00	19,000.00
71600 - Travel		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	3,000.00	3,000.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	3,000.00			
72100 - Contractual Services-Companies		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	2,166,704.00	2,166,704.00	770,000.00	-0.645	770,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	12,667.00	79,500.00	213,825.00	135,000.00
72100 - Contractual Services-Companies		Currency	USD	UNDP|04000|TRAC (Lines 1.1.1 and 1.1.2)|00012|UNITED NATIONS DEVELOPMENT PRO - 04000|UNITED NATIONS DEVELOPMENT PRO						01/09/2023	31/12/2029	Financial Resources	Expenditure Category				
72200 - Equipment and Furniture		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	267,000.00	267,000.00	267,000.00	0.000	267,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category				
74500 - Miscellaneous Expenses		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	4,330.00	4,330.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	4,330.00			
75100 - Facilities & Administration		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	176,956.00	176,956.00	268,945.60	0.520	268,945.60	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	6,180.00	17,018.00	20,447.00	20,447.00
75700 - Training, Workshops and Confer		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	45,500.00	45,500.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	45,500.00			
Task Activity 2.2	system				175,951.00	175,951.00	175,951.00		175,951.00								
71300 - Local Consultants		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	175,951.00	175,951.00	175,951.00	0.000	175,951.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category			5,000.00	5,000.00
Task Output 3 Capacity of selected communities enhanced	Capacity of selected communities enhanced				5,172,813.00	5,172,813.00	3,906,885.85		3,906,885.85								
Task Activity 3.1	Activity 3.1-Capacity of selected communities-UNDP				2,383,782.00	2,383,782.00	1,198,999.85		1,198,999.85								
71400 - Contractual Services - Individ		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	33,000.00	33,000.00	32,300.00	-0.021	32,300.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	12,600.00	11,900.00	20,400.00	20,400.00
71600 - Travel		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	3,000.00	3,000.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	3,000.00			
72100 - Contractual Services-Companies		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	1,592,016.00	1,592,016.00	591,395.85	-0.629	591,395.85	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	83,000.00	83,000.00	497,564.00	57,430.00
72200 - Equipment and Furniture		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	304,700.00	304,700.00	201,700.00	-0.338	201,700.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	140,000.00	37,000.00	80,000.00	80,000.00
72200 - Equipment and Furniture		Currency	USD	UNDP|04000|TRAC (Lines 1.1.1 and 1.1.2)|00012|UNITED NATIONS DEVELOPMENT PRO - 04000|UNITED NATIONS DEVELOPMENT PRO	337,000.00	337,000.00	337,000.00	0.000	337,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	68,000.00	68,000.00	93,000.00	93,000.00

74500 - Miscellaneous Expenses		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	14,880.00	14,880.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	14,880.00			
75100 - Facilities & Administration		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	17,082.00	17,082.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	5,602.00			
75700 - Training, Workshops and Confer		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	82,104.00	82,104.00	36,604.00	-0.554	36,604.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	45,500.00		36,604.00	36,604.00
75700 - Training, Workshops and Confer		Currency	USD	UNDP | 04000 | TRAC (Lines 1.1.1 and 1.1.2) | 00012 | UNITED NATIONS DEVELOPMENT PRO - 04000 | UNITED NATIONS DEVELOPMENT PRO						01/09/2023	31/12/2029	Financial Resources	Expenditure Category				
Task Activity 3.2	Activity 3.2- RU groups established - UNDP				1,414,252.00	1,414,252.00	1,414,254.00		1,414,254.00								
72100 - Contractual Services-Companies		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	1,100,790.00	1,100,790.00	1,100,790.00	0.000	1,100,790.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	72,000.00	72,000.00	309,679.00	309,679.00
75100 - Facilities & Administration		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	313,462.00	313,462.00	313,464.00	0.000	313,464.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	35,915.00	35,915.00	78,284.00	78,284.00
Task Activity 4: Project Management Support	Activity 4: Project Management Support				1,374,779.00	1,374,779.00	1,293,632.00		1,293,632.00								
71400 - Contractual Services - Individ		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	591,465.00	591,465.00	581,559.00	-0.017	581,559.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	52,500.00	42,600.00	126,857.00	126,857.00
71500 - UN Volunteers		Currency	USD	UNDP | 04000 | TRAC (Lines 1.1.1 and 1.1.2) | 00012 | UNITED NATIONS DEVELOPMENT PRO - 04000 | UNITED NATIONS DEVELOPMENT PRO	214,226.00	214,226.00	214,226.00	0.000	214,226.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	12,000.00	12,000.00	27,000.00	27,000.00
72100 - Contractual Services-Companies		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	54,000.00	54,000.00	54,000.00	0.000	54,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	24,000.00	24,000.00		
72200 - Equipment and Furniture		Currency	USD	UNDP | 04000 | TRAC (Lines 1.1.1 and 1.1.2) | 00012 | UNITED NATIONS DEVELOPMENT PRO - 04000 | UNITED NATIONS DEVELOPMENT PRO	138,000.00	138,000.00	74,000.00	-0.464	74,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	138,000.00	74,000.00		
72200 - Equipment and Furniture		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	15,000.00	15,000.00	15,000.00	0.000	15,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	15,000.00	15,000.00		
72400 - Communic & Audio Visual Equip		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	7,000.00	7,000.00	6,000.00	-0.143	6,000.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	7,000.00	6,000.00		
72500 - Supplies		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	2,057.00	2,057.00	2,788.00	0.355	2,788.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	2,057.00	2,788.00		
73100 - Rental & Maintenance-Premises		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	176,261.00	176,261.00	194,441.00	0.103	194,441.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	21,000.00	39,000.00	30,000.00	30,000.00
73100 - Rental & Maintenance-Premises		Currency	USD	UNDP | 04000 | TRAC (Lines 1.1.1 and 1.1.2) | 00012 | UNITED NATIONS DEVELOPMENT PRO - 04000 | UNITED NATIONS DEVELOPMENT PRO	88,361.00	88,361.00	88,361.00	0.000	88,361.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	1,000.00	1,000.00	30,000.00	30,000.00
73400 - Rental & Maint of Other Equip		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	7,000.00	7,000.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	7,000.00			
74500 - Miscellaneous Expenses		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	12,128.00	12,128.00		-1.000		01/09/2023	31/12/2029	Financial Resources	Expenditure Category	12,128.00			
74500 - Miscellaneous Expenses		Currency	USD	UNDP | 04000 | TRAC (Lines 1.1.1 and 1.1.2) | 00012 | UNITED NATIONS DEVELOPMENT PRO - 04000 | UNITED NATIONS DEVELOPMENT PRO						01/09/2023	31/12/2029	Financial Resources	Expenditure Category				
75100 - Facilities & Administration		Currency	USD	KOREA INTERN. COOPERATION AGENCY - 10712-UNC	69,281.00	69,281.00	63,257.00	-0.087	63,257.00	01/09/2023	31/12/2029	Financial Resources	Expenditure Category	19,175.00	13,151.00	12,549.00	12,549.90
																	1,142,157

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Minutes of the Second Project Board Meeting of the Green Job Creation through Recycling and Upcycling in Pokhara (GCRU) project

Project Name:	Green Job Creation through Recycling and Upcycling in Pokhara (GCRU) Project		
Date of Meeting:	15-Dec-24	Time:	14:00 hrs. to 14:45 hrs
Chair:	Mr. Julien Chevillard, DRR, UNDP Nepal	Location:	PMC Hall, Pokhara, Kaski

Attendees

Project Board function	Name	Title	Organization/Department
Project Executive	Mr. Julien Chevillard	Deputy Resident Representative	UNDP Nepal
Development partners	Mr. Vikash Rawal	Assistant Country Director	KOICA
Beneficiary representative	Mr. Shivraj Chaulagain	Chief Administrative Officer	PMC
Project assurance	Ms. Kalpana Sarkar	Portfolio Manager	UNDP Nepal

Other Attendees

Name	Designation	Organization
Mr. Dhana Raj Acharya	Mayor	PMC
Mr. Dipendra Marsani	Chairperson Ward 9	PMC
Mr. Dharma Swarnakar	Economic Advisor	UNDP
Mr. Sudip Aryal	Head of Field Office (Gandaki and Lumbini Province)	UNDP
Mr. Bimal Ranjan Karki	Head of Sanitation Division	PMC
Mr. Netra Pd.Timilsena	Engineer	PMC
Mr. Harka Gayak	Officer 6th	PMC
Mr. Surendra Paudel	Engineer	PMC
Ms. Yamuna Suwal	Project Manager	GCRU Project (UNDP)

Agenda:

- Welcome and Opening Remarks
- Review of the agreed action plan from the previous project board meeting
- Review the project progress against output indicators, financial progress, key challenges, and lessons learnt.

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- Overview of risk management
- Findings from the oversight function
- Review and Approval of updated MYWP for the next period
- Approval of progress including project risk register
- Approval of procurement plan
- Approval of the M&E plan and communication plan
- Summary of next steps

Agenda Sharing and Decisions

Welcome and Opening Remarks

Mr. Julien Chevillard, Deputy Resident Representative (DRR) at UNDP and chair of the project board meeting, warmly welcomed and sincerely thanked all participants for attending the second project board meeting. He expressed his heartfelt appreciation to the Mayor and the Chief Administrative Officer for prioritizing their attendance despite the government holiday and their busy schedules.

Mr. Chevillard highlighted the importance of these biannual meetings, emphasizing their role in ensuring the project remains on track and providing an invaluable opportunity to review progress, celebrate achievements, and address any challenges collaboratively. With optimism and efficiency in mind, he assured participants that the meeting would be concise yet productive.

Concluding his remarks, he opened the floor for introductions and invited the mayor to share his opening remarks and the project manager to share the project progress.

Remarks from Mayor

Mr. Dhana Raj Acharya, the Mayor of Pokhara Metropolitan City and a special invitee to the Project Board Meeting began his remarks by expressing heartfelt gratitude to Mr. Julien Chevillard, Deputy Resident Representative (DRR) at UNDP, for chairing the meeting. He warmly welcomed all the representatives from UNDP, KOICA, and the dedicated staff from Pokhara Metropolitan City (PMC).

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The Mayor underscored the significance of this meeting as a platform to review the progress of the project and expressed his confidence in the timely completion of activities as outlined in the Annual Work Plan. He commended the proactive involvement of PMC's project focal persons, who consistently oversee and coordinate project activities to ensure steady progress.

Highlighting specific achievements, Mayor Acharya shared that site clearance for the Green Venture Zone (GVZ) has already commenced, with the eastern road access work slated to begin shortly. He proudly noted the successful selection of 136 TLOs, the completion of training and awareness programs for PMC officials, and the symbolic yet impactful distribution of waste segregation materials in one ward, with plans to replicate this effort across other wards on schedule.

The mayor expressed unwavering commitment to accelerating the construction of the GVZ and reaffirmed his 100% dedication to the project's success. His positive and proactive remarks inspired confidence in the collaborative efforts driving the project forward.

Project progress against output indicators, financial progress, key challenges, and lessons learnt.

Ms. Yamuna Suwal, the Project Manager of the GCRU Project, shared significant progress made under Output 1 – "Enabling policy environment and mechanisms for waste management and recycling/upcycling (RU) to contribute to the green economy." She proudly highlighted that the project has successfully onboarded a legal and technical expert who is currently reviewing the existing Solid Waste Management policy of Pokhara Metropolitan City (PMC). The updated act is already under development and is expected to be finalized by December 2024, marking a key step toward achieving the project's target of updating four policies, guidelines, or SOPs. In addition, the project has recently completed a baseline survey, with the final report pending as all field-level activities are now concluded. To further strengthen data management, a consultancy firm has been onboarded to develop and operationalize a tracking tool for data on waste generation and collection, ensuring systematic and evidence-based decision-making.

Ms. Suwal also shared the project's plan to revitalize the Waste Management Coordination Committee to enhance synergy and coordination among all stakeholders. While emphasizing the importance of this committee, she requested the Mayor's support to expedite the fulfilment of its membership by the PMC. To support capacity building, the project has successfully conducted training programs for 249 officials, elected representatives, and relevant stakeholders, surpassing this year's target of 237 participants. This achievement contributes to the project's overall target of reaching 811 participants by the end of the implementation period.

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Moving to Output 2 – "Green Venture Zone (GVZ) operationalized and self-sustained to increase public awareness and promote RU enterprises," – Ms. Yamuna Suwal shared promising updates on the project's advancements. While the majority of activities will take place once the GVZ is constructed and fully operational, significant groundwork has already been achieved. The project is actively supporting four recycling and upcycling (RU) enterprises, which will successfully create 20 green jobs this year, with each enterprise generating at least five jobs. Furthermore, Ms. Suwal highlighted that the project has already onboarded organizations to provide skill development training. This initiative aims to train and empower 400 individuals with skills such as business planning, technical support, and counseling to foster existing and aspiring RU entrepreneurs. These efforts mark a significant step toward building a vibrant and skilled RU sector.

Under Output 3 – "Enhancing the capacity of selected communities to create green jobs and manage waste in an environmentally friendly manner," – Ms. Suwal shared further encouraging progress. The project's support for four RU enterprises this year will contribute to the creation of 20 additional green jobs in selected communities, laying a solid foundation toward achieving the project's cumulative target.

To drive behavior change and awareness at the community level, the project has selected and mobilized 33 master trainers from all wards of PMC. These trainers, in collaboration with a local organization, are facilitating awareness-raising activities across targeted communities. Ms. Suwal proudly shared that the project is on track to reach its target of 2,100 households for behaviour change awareness initiatives. To promote sustainable waste management practices, the procurement of 2,100 waste segregation kits has been completed, and the distribution process is underway.

Financial Progress 2024

Ms. Suwal shared that the total budget planned for 2024 was USD 1,490,000 under UNDP and USD 643,000 under KOICA. As of now, the total expenditure for 2024, including Purchase Orders (PO) raised, stands at USD 93,675 under UNDP and USD 291,495 under KOICA. For December 2024, the project has planned expenditures of USD 52,404 under UNDP and USD 292,362 under KOICA. These planned expenses will ensure 92% absorption of the total planned budget for 2024.

Key Challenges and Mitigation Measures

Ms. Suwal also shared the key challenges encountered during project implementation. One major challenge was the limited number of recycling and upcycling (RU) enterprises, which primarily focus on a narrow range of waste fractions. To address this, the project linked with national-level RU enterprises to provide skill development trainings and

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support market access. Another challenge was the Pokhara Metropolitan City's (PMC) priority to collect mixed waste due to the temporary dumping site. To mitigate this, a massive awareness campaign was conducted at the household level in 136 Tole Lane Organizations (TLOs) to promote waste segregation at source.

Key Lesson Learnt

As shared by Ms. Suwal, early alignment with PMC policies and other projects is crucial. She emphasized that community engagement and awareness are key to promoting source segregation and ensuring a steady supply of clean materials for RU enterprises. Ms. Suwal also highlighted the importance of having rigorous discussions and planning regarding the procurement process, tailored to the nature of the activities, to prevent delays and ensure the delivery of quality results.

Risk Management

As shared by Ms. Suwal, the project has identified and addressed key risks with proactive measures. To ensure inclusivity, targeted criteria for household selection prioritize marginalized groups such as the poor, Dalits, single-women-headed households, and people with disabilities. To mitigate health risks for beneficiaries in green jobs, the project will implement safety measures, including PPE and GoN-recommended protocols. The risk of land allocation for GVZ construction not receiving stakeholder support is being addressed through intensive coordination, with groundwork already underway. To tackle the uncertainty of recyclable material supply, the project is conducting public awareness campaigns and skill development training. Finally, to ensure the long-term sustainability of GVZ, a comprehensive master plan, including a business model, will be developed.

Oversight and Assurance Function

Ms. Kalpana Sarkar, Portfolio Manager, UNDP Nepal shared that the project works closely with community members and it was recommended to address any adverse social and environmental impacts, along with community grievances. For that a Grievance Response Mechanism (GRM) has been established with a Grievance Focal Point (GFP), and information about the GRM has been shared at events through brochures. The project began in August 2024, and due to limited time, there were challenges in delivering activities on schedule. It was recommended to create an acceleration plan to meet targets and as per the plan, a weekly delivery acceleration plan was developed, with regular monitoring and follow-up to ensure timely implementation, targeting 92% budget absorption by the end of 2024.

Approval/Review of Workplans

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Ms. Yamuna Suwal, Project Manager of the GCRU project, shared the annual work plan for 2025. Under Output 1, the project aims to develop three strategies, guidelines, and Standard Operating Procedures (SOPs) to address PMC's specific solid waste management (SWM) needs. The project will complete the development of the waste data tracking tool and ensure its operationalization. Additionally, the waste management coordination committee will be revitalized, with three actionable recommendations generated through regular meetings. The project also plans to offer learning opportunities for 50 PMC officials and other stakeholders. The total planned budget for this output in 2025 is USD 60,906.

Under Output 2, the project plans to develop a master plan for the Green Venture Zone (GVZ) and extend technical assistance to five Recycling and Upcycling (RU) enterprises in 2025. Additionally, the project will create IEC materials, and public awareness videos, and conduct mural activities in TLOs. The total planned budget for this output in 2025 is USD 179,447.

Under Output 3, the project plans to organize dedicated SWM awareness activities for 4,080 households and distribute waste segregation kits to an additional 3,060 households. Entrepreneurship and skill training will be provided to an additional 400 individuals, and 40 RU groups will be formed in 2025. The total planned budget for this output is USD 675,398. The overall program support cost for 2025 is USD 226,406, bringing the total budget for 2025 to USD 1,142,157.

Discussion

Mr. Julien Chevillard, Deputy Resident Representative (DRR) at UNDP expressed strong appreciation for the impressive progress made so far, recognizing it as a positive achievement, especially considering the project has only been formally implemented since August. He kindly advised the project team to only report completed activities as such, while categorizing ongoing activities accordingly. For the final report, he recommended focusing on activities completed by December 2024. He noted that the development of data tracking tools and the revitalization of the waste management coordination committee would help support PMC to determine which waste can be utilized for specific purposes, ensuring coherence between various initiatives. Since the project focuses on recycling and upcycling, he emphasized that, with improved coordination and the strong leadership of the mayor, this should not pose any issues.

Mr. Netra Timilsina, Engineer of PMC began by expressing gratitude to the mayor, as well as the representatives from UNDP and KOICA. He highlighted that the only remaining activity for this year is the revitalization of the Coordination Committee, while all other work is on schedule. Regarding the Green Venture Zone (GVZ), he mentioned

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that the demolition of the temporary structures at the GVZ construction site is remaining. He shared that he has already visited the site and prepared a plan for the demolition.

Mr. Shivraj Chaulagain, Chief Administrative Officer,PMC shared that he joined the office two and a half months ago and has observed the presence of numerous impactful projects. He expressed his appreciation for the leadership of the Mayor in initiating multiple efforts to establish Pokhara as a dignified tourist destination. Reflecting on the presentation, he noted that it was comprehensive, providing valuable updates on targets versus achievements for 2025 and highlighting existing challenges. He commended the project's progress, describing it as satisfactory and on track, acknowledging the hard work of the project team and reaffirming PMC's commitment to its success. He emphasized the uniqueness of the project, particularly its role in creating employment opportunities from waste. He also highlighted that the Green Venture Zone (GVZ) will serve as a valuable learning center for tourists, as well as rural and urban municipalities. Mr. Chaulagain further expressed confidence in UNDP and KOICA as trusted partners, stating that when they lead a project, they ensure its timely completion. He concluded by affirming his belief that the project would be successfully implemented and seamlessly handed over to the government.

Mr. Dharma Swarnakar, Economic Advisor at UNDP, expressed his appreciation for the significant progress achieved within just four months since the project's initiation. He acknowledged that a strong foundation has been established, made possible through the unwavering commitment of the GCRU team and the exceptional leadership of the Mayor. He highlighted the critical importance of revitalizing the Waste Management Coordination Committee for the sustainability of the Green Venture Zone (GVZ). He emphasized that the leadership of this committee is vital for building the GVZ ecosystem and fostering engagement with private stakeholders. Mr. Swarnakar also noted that the provision for the committee is included in the updated act, and its approval will be crucial for ensuring the smooth implementation of other activities. Furthermore, he underscored that the entire ecosystem revolves around the GVZ, making it imperative to expedite its development. He expressed gratitude for the ongoing guidance and support, adding that the finalization of the GVZ design is a significant milestone. He strongly encouraged moving forward with the construction at the earliest to unlock and advance other project activities.

Vikash Rawal, Assistant Country Director at KOICA, began by extending his gratitude to the Mayor, CAO, ward chairperson, UNDP representatives, and for the GCRU project manager for her insightful presentation and for sharing it with KOICA in advance. He shared exciting news regarding the upcoming construction, announcing that within the next 10 days, KOICA will publish a tender notice in national and global newspapers. Following this, the contractor will be signed within 60 days of the publication. Mr Rawal highlighted KOICA's commitment to ensuring that the Green Venture Zone (GVZ) is ready for handover by the end of 2026. Additionally, he expressed KOICA's enthusiasm for organizing an inauguration and groundbreaking ceremony in the first week of March,

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during the tenure and leadership of the mayor. With a clear plan for the GVZ's completion within 18 months, he reaffirmed KOICA's dedication to this initiative. Mr. Rawal also mentioned that UNDP and KOICA will jointly attend the inauguration, underscoring their strong partnership and a shared vision for the success of the GVZ.

Mr. Surendra Paudel, Senior Engineer at PMC, emphasized that if the design of the Green Venture Zone (GVZ) has been finalized, it must comply with the Pokhara Metropolitan City Building and Infrastructure Standard-2080. He kindly requested that the design be submitted for approval from the Municipality to ensure adherence to these standards.

Additionally, the Mayor suggested including a clause in the tender notice, requesting KOICA to ensure that suppliers strictly follow the building code of PMC. This would help maintain alignment with the city's regulations and standards.

Closing Remarks

Mr. Julien Chevillard, Deputy Resident Representative (DRR) of UNDP, warmly expressed his heartfelt gratitude to all participants for their dedication and commitment in attending the meeting, despite their demanding schedules. In summarizing the discussions, he emphasized the need to expedite the construction of the Green Venture Zone (GVZ) building and requested KOICA's approval of the building code to ensure smooth progress. Mr.Chevillard also approved the Annual Work Plan (AWP) 2025 as presented, while suggesting that any necessary changes be monitored, and revisions made as required. He encouraged the project team to report completed achievements only, distinguishing them from ongoing activities, to reflect progress. Furthermore, he acknowledged KOICA's support, indicated that the project team is now fully on board should be the first point of contact to address any implementation issues. He indicated that UNDP's portfolio manager was responsible to address any coordination-related matters, in close cooperation with the UNDP Economist and the Head of Field Office. Mr. Chevillard concluded by appreciating the leadership of the Mayor, recognizing his proactive role in driving progress and accelerating project implementation

Approval of the decisions

- Endorsement of progress 2024
- Endorsement of Annual Work Plan (AWP) 2025 with a total budget of USD 1,142,157: KOICA USD 992,157 and UNDP USD 150,000 and Multiyear workplan.
- Endorsement of Procurement Plan 2025
- Endorsement of HR plan 2025

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- Endorsement of M&E plan 2025
- Endorsement of Communication Plan 2025

Summary of next steps

Agenda item	Matters raised	Next step	Deadline / Timeline	Focal point
Target vs Achievement	Report only the activities that have been completed, rather than those still in progress.	While preparing the Annual Report, include only the completed activities and mark ongoing activities as "in progress."	End of February 2025	Yamuna Suwal, NPM, GCRU (UNDP)
Discussion	Need for approval of the final design of GVZ as per the building code.	Submit to the concerned authority of PMC for approval	End of December	Vikash Rawal, Assistant Country Director at KOICA,
Discussion	Demolition of the temporary structure at the GVZ construction site	PMC to demolish the temporary structure and clear it for GVZ construction.	End of January 2025	Mr. Netra Timilsina, Engineer, PMC
Discussion	Including a clause in the tender notice, to ensure that suppliers strictly follow the building code of PMC	KOICA to add that in the notice for tender and ensure that suppliers strictly follow the building code of PMC	End of Dec 2024	Vikash Rawal, Assistant Country Director at KOICA,

Signed by:

Project Board function	Name	Title	Organization	Signature
Project Executive	Mr. Julien Chevillard	Deputy Resident Representative	UNDP Nepal	DocuSigned by: 2B6D826A661446B...

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Development partners	Mr. Vikash Rawal	Assistant Country Director	KOICA	
Beneficiary representative	Mr. Shivraj Chaulagain	Chief Administrative Officer	PMC	
Project assurance	Ms. Kalpana Sarkar	Portfolio Manager	UNDP Nepal	DocuSigned by: 3B6EEA93108A40D...

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UN Development Programme
Nepal - Kathmandu

Project id: 01001243

Project Title: Green Job Creation through Recycling and Upcycling (GCRU) project in Pokhara

Donor	Donor Code	Fund	Budget in US$							
			2023	2024	2025	2026	2027	2028	2029	Total
UNDP	000012	04000	-	150,000	260,550	258,060	78,695	78,445	44,250	870,000
Govt.	010712	30000	-	642,000	1,700,000	1,350,259	991,325	630,659	485,757	5,800,000
Total Budget			**-**	**792,000**	**1,960,550**	**1,608,319**	**1,070,020**	**709,104**	**530,007**	**6,670,000**
Total Budget as per last revision			-	1,158,925	1,588,109	1,555,835	1,070,020	709,104	530,007	6,612,000
Net Increase/ (Decrease)			-	(366,925)	372,441	52,484	-	-	-	58,000
Award Total										**6,670,000**
Unfunded										-

Start Year: 1 September 2023

Operational close date: 31 Dec 2029

Financial close date: 31 Dec 2030

Implementing Partner: Pokhara Metropolitan City, Govt. of Nepal

Revision Type: Substantive Budget Revision - 3

Brief Description: Substantive budget revision-3 has been prepared to reduce annual budget by USD 366,925 from donor contribution for 2024. Now, the total revised annual budget is USD 792,000 (USD 150,000 from TRAC I and USD 642,000 from KOICA). The revision has initiated as per the amended Grant agreement with KOICA for Green Job Creation through Recycling and Upcycling (GCRU) project in Pokhara.

Signature **Date**

Approved by:
UNDP

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12-Jun-2024

Julien Chevillard
Deputy Resident Representative

Certificate Of Completion

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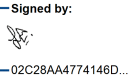
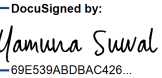
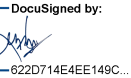
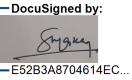
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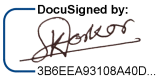
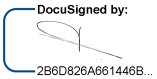
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