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Clearance Slip for:

- Project Document, **<u>AWP</u>**
- Agreement; Amendment
- LVGA (Low-value grant)
- Other

Project number/title:	Support to the prevention of radicalization to violence in prisons	108602
r roject namber/ auc.	Support to the prevention of radicalization to violence in prisons.	_100002

Purpose:

2020 AWP

Cleared by:	ProDoc	AWP/	MoU	Agreement/	SIGNATURE/
		Revision		Amendment	DATE
Team Leader Erkina Urazbaeva	Author		-	cation of document ation) and grammar	Erkina Uraybaeva
					28-Jan-2020
ARR	Compliance with the RM strategy & pipeline				
M&E Officer /Gender <i>Aidai</i> Arstanbekova	outputs/ii	ndicators/baseline	e POPP. Definition of Gender Markers; creening compliance mme).	Aidaí Arstanbekova	
, instander of a		·			28-Jan-2020
Communications Unit <i>Ainagul</i>		ation plan and udget			Aínagul Abdrakhmanova
Abdrakhmanova					29-Jan-2020
OM (Procurement, Finance, HR)	Procuremei	nt plan. Recruitme funds). F	Saltanat Dospaena		
Saltanat Dospaeva					30-Jan-2020



United Nations Development Programme Country: <u>Kyrgyz Republic</u> Annual Work Plan 2019

Project Title:	«Support to the prevention of radicalization to violence in prisons»
UNDAF Outcome(s):	Outcome 2: By 2022, institutions at all levels are more accountable and inclusive ensuring justice, human rights, gender equality and sustainable peace for all
Expected CP Outcome(s): (Those linked to the project and extracted from the CPD)	Output 2.4. Institutions and communities are enabled with inclusive policies, mechanisms and capacities, to address the risks of violent extremism and conflict
Implementing Agency:	President's Administration, Prime-Minister's Office, Security Council, Prison Service and its Training Centre, Probation Service and Police Departments, Ministry of Interior and the Police Academy, State Forensic Service, Public Councils under the Ministry of Interior and Prison Service, Local self- government bodies, local crime prevention centres, including women's committees, in selected districts, Civil society organizations

Programme Period:	2018-2020		
UNDP Strategic Plan 2018-21:	Governance and Peacebuilding		
Atlas Award ID:	00099392 (PID: 108602)		
Start date:	January 1, 2018		
End Date :	December 14, 2020		
PAC Meeting Date:	December 14, 2017		
Management Arrangements:	DIM		

Total resources required:	\$ 53,965.51			
Total allocated resources:	\$ 53,965.51			
Regular (TRAC):	N/A			
• Other:				
• PBF	\$ 53,965.51			
Unfunded budget:	N/A			
In-kind Contributions	N/A			

Approved by UNDP: Ms. Jenty Kirsch-Wood UNDP Deputy Resident Representative in the Kyrgyz Republic

Signature: _______Date: ______Jan-2020

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I.

ANNUAL WORK PLAN 2020: SUPPORT TO THE PREVENTION OF RADICALIZATION TO VIOLENCE IN PRISONS

DURATION: JANUARY 2020 – DECEMBER 2020

Award ID: 00099392

Project Title: Support to the prevention of radicalization to violence in prisons

Project ID: 108602

EXPECTED OUTPUTS	PLANNED ACTIVITIES		TIMEFRAME (QUARTER)			RESPONSIBLE PARTY	PLANNED BUDGET			
		Q1	Q2	Q3	Q4		Funding source	Budget description	Amount (2020)	
Output 2: Probation staff and police officers facilitate the social reintegration of violent extremist offenders into the community and	Activity 2.4: Implement a capacity- building programme for local self- government bodies and other relevant community-based stakeholders on gender-sensitive post-release interventions, social support and risk management									
promote community partnerships to prevent violent	2.4.1. Organization and work of inter- ministerial working platforms with gender-balanced representation	X	X	X	Х	UNDP, UNODC, State Prison Service, Probation	PBF (108602)	Meeting expenses	1 200,00	
extremism Baseline:	2.4.2. Development of the gender responsive training module on post release interventions		X	X	Х	services, Ministry of Justice	RFP#2 to conduct training on the laws on C/PVE in line with	3 000,00		
2.1: 0 2.2: 0 2.3: 0 Targets: 2.1: 250 (at least 30%	2.4.3. Organizing and conducting training courses for employees of relevant services of the probation on post release interventions with gender aspects			X	Х			Criminal Justice Reform (Co-financing in the total amounts of \$15000 and \$30000 are expected from STRIVE Asia and PID 108602)	3 000,00	
women) by 2020 2.2: 10 probation offices by 2019	2.4.4. Support in sustaining newly established probation offices in pilot locatoins	X	X					RFQ: Purchase of furniture and equipment	18 000,00	
2.3: 15% increase in perception that community initiatives	ACTIVITY 'INCREASE CIVIC ENGAGEMENT & CAPACITY BUILDING' SUBTOTAL:								25 200,00	
are effective by 2020	GMS (7%):								1 764,00	
Output Indicator 2.1. 2.1: Number of	Activity 2.5. Develop multi-agency coordination and social partnerships and facilitate information-sharing and joint planning on the prevention of									

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME (QUARTER)				RESPONSIBLE PARTY	PLANNED BUDGET			
		Q1	Q2	Q3	Q4		Funding source	Budget description	Amount (2020)	
vulnerable persons who benefited from community initiatives to prevent extremism	violent extremism among vulnerable men and women involving local authorities, the police, local crime prevention centres and civil society								(=)	
and recidivism 2.2: Number of probation offices effectively applying new policies to manage violent extremist offenders and prevent violent extremism and recidivism 2.3: Percentage of duty bearers and rights holders who	prevention centres and civil society2.5.1. Assisting in gender sensitiveplanning and supporting the work ofprobation councils on the rehabilitationand reintegration of male and femaleconvicts in pilot areas2.5.2. Assisting in the development ofgender sensitive mechanism forinteraction between the probationbodies, the police, local self-government(LSG), community prevention centers(OPTS) and civil society2.5.3. Expert support in the developmentof gender responsive institute of post-penitentiary control of convicted men		x	X	X	UNDP, UN Agencies, Ministries & Agencies, Local Authorities and CSOs	PBF (108602)	RFP#2 to conduct training on the laws on C/PVE in line with Criminal Justice Reform (Co-financing - ditto)	4 000,00	
believe that community initiatives contribute to prevention of	and women 2.5.4. Development of a program on gender-sensitive deradicalization, disengagement from violent and extremist ideologies for local authorities	x	x x x	X	x				6 000,00 6 000,00	
extremism and recidivism Gender Marker: 2	Activity 2.6: Facilitate the development of gender-sensitive interventions aimed at involving the offender's social network in the social reintegration process, with a focus on families, including women and children, in order to avoid their stigmatization and strengthen support for desistance									
	2.6.1. Development and implementation of programs for the preservation of social relations of male and female convicts and the provision of social and legal assistance		x	x	X	UNDP, UN Agencies, Ministries & Agencies, Local Authorities and CSOs		RFP#2 to conduct training on the laws on C/PVE in line with Criminal Justice Reform (Co-financing - ditto)	4 458,06	
	ACTIVITY 'NATIONAL DIALOGUE PLATFORM' SUBTOTAL:								20 458,06	

EXPECTED OUTPUTS	PLANNED ACTIVITIES			FRAM RTER		RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding source	Budget description	Amount (2020)
	GMS (7%):								1 432,06
	2.7.1. Ensure effective communication of project results by producing various media-friendly, gender diaggregated irfographics and/or media product/s and broadly disseminate in media space	X	X			UNDP		RFP: Commuinications costs	1 000,00
	ACTIVITY 'SKILLS TO USE MEDIA' SUBTOTAL:								1 000,00
	GMS (7%):								70,00
	DEVELOPMENT EFFECTIVENESS (in accordance with the attached 'Salary Fund' Table)	X	Х	X	Х	UNDP	PBF (108602)	Staff Costs	0,00
	GMS (7%):								0,00
	PROGRAMME SALARIES (in accordance with the attached 'Salary Fund' Table)	X	X	X	Х	UNDP	PBF (108602)	Staff Costs	0,00
	GMS (7%):								0,00
	MANAGEMENT COSTS		Х	Х	Х	UNDP	PBF (108602)	Administrative expenses	0,00
	GMS (7%):								0,00
	TRAVEL & MONITORING		Х	Х	Х	UNDP	PBF (108602)	IC: Monitoring & Evaluation costs	3 777,00
	GMS (7%):		Х	Х	Х				264,39
	PROJECT GRAND TOTAL:								53 965,51

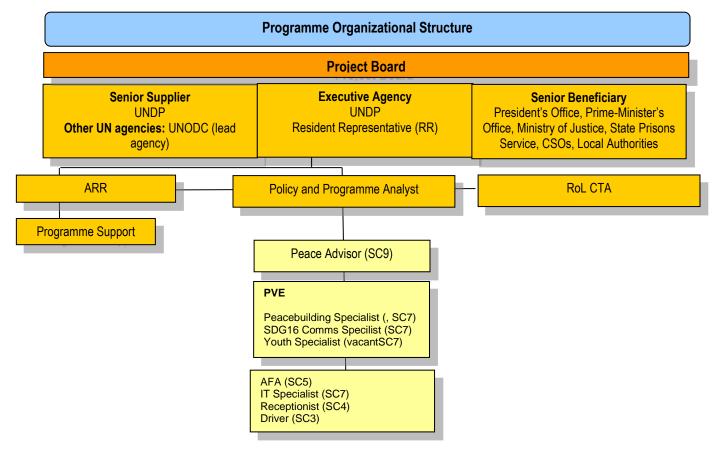
II. SUMMARY OF PLANNED BUDGET

ACTIVITIES	SUBTOTAL
POLICY-MAKING	0,00
INCREASE CIVIC ENGAGEMENT & CAPACITY BUILDING	25 200,00
NATIONAL DIALOGUE PLATFORM	20 458,06
SKILLS TO USE MEDIA	1 000,00
DEVELOPMENT EFFECTIVENESS	0,00
PROGRAMME SALARIES	0,00
MANAGEMENT COSTS	0,00
TRAVEL & MONITORING	3 777,00
SUBTOTAL:	50 435,06
GMS (7%)	3 530,45
TOTAL:	53 965,51

III. MANAGEMENT ARRANGEMENTS

In 2020 PBF funded PVE projects will be executed in accordance with DIM modality. The Programme will be managed in close collaboration with relevant national partners.

Scheme 1: Programme management organization structure



Programme Board

Programme Board is the highest coordination body of the Programme. The Programme will foster cooperation with the Board and benefit from such cooperation in achieving Programme's goals and objectives. The Programme Board will be tasked with an oversight role, making sure that the goals and tasks are implemented in accordance with the programme document and in line with national priorities. UNDP PDP Peace Advisor will encourage timely achievement of Programme goals and tasks as specified in the approved annual work plans. In addition, the Programme Board will ensure effective coordination with the Programme through regular meetings, submission of reports to UNDP and approval of annual progress reports and annual work plans (this arrangement will be in force if and when the DIM modality is shifted to NEX). Programme Board shall, in consultations with all the relevant Partners involved, determine Programme policy; conduct monitoring of the projects and their efficient implementation through oversight and assessment as appropriate.

The Programme Board will consist of representatives of President's Office, Prime-Minister's Office, RUNOs (Recepient UN Organizations), other state institutions, civil society representatives, local authorities and UNDP CO in the Kyrgyz Republic. Board meetings shall be held upon need and agreement among parties. There will be a Co-Chair of the Programme Board, represented by the UNDP Resident Representative.

Programme Assurance

Programme assurance shall be made by UNDP DRR, ARR, Policy and Programme Analyst and Programme Associate, who will provide quality assurance to ongoing projects by monitoring correlation of achievements against planned indicators and by timely provision of adequate feedback. This role ensures that appropriate project management milestones are managed and completed in a timely and quality-based manner. Main functions include:

- Quality Assurance and guidance over the projects;
- Independent project oversight and regular monitoring;
- Provide substantive feedback on reports, including issues and risks;
- Ensure appropriate project management milestones are managed and completed;
- Compliance with UNDP policies and bridge to UNDP CO/regional bureau corporate policies and priorities;
- Information sharing and coordination across the projects;
- Admin support vis-à-vis UNDP policies, procedures, tools (in cooperation with POSU)

Programme Office

The <u>overall coordinating</u> role of Programme Office will include assurance of systemic coherence of programme goals in compliance with UN/DP Strategic Documents (UNDP Strategic Plan 2018-22, UNDAF 2018-22, CPD 2018-22) and country development priorities and UN/DP corporate policies. Main functions include:

• Day-to-day management of the programme both substantively and operationally

• Ensure that the project produces the deliverables specified in the project documents, to the required standard of quality and within the specified constraints of time and budget

- Set up project teams if required
- Admin, finance support where applicable
- Interaction with national partners/donors on implementation
- Provide advisory support, technical guidance and assistance to ensure substantive coherence across projects, including cross-practice synergies
- Leading joint activities across the projects
- Formulate pipeline ideas

Peace Advisor/Projects Coordinator shall be a part of 'Accountable Institutions, Justice and Peace' programme area and be liable for daily management and administration of resources (including staff and budget) in compliance with his Terms of Reference. The Organigramme reflects a programmatic approach, whereby Peace Advisor will be responsible for operational and content-wise management of the Programme in accordance with stated Programme goals and objectives. On this, he will be assisted by **Programme Peacebuilding Specialist**, and by a pool of various experts, hired both domestically and internationally, (who will be convened based on the need and on the basis of approved work plans), and will play an instrumental expert role in attaining Programme's goals and objectives under the overall guidance and leadership of Peace Advisor.

IV. MONITORING PLAN

Project Title and ID: «Support to the prevention of radicalization to violence in prisons» (PID: 108602)

#	Monitoring Action (indicate which one: annual review, annual workplan, audit, monitoring visit, donor report, evaluation, workshop, special publication, etc)	Due date	Budget	Description (description of the purpose of monitoring action)	Comments (provide further details and update about the status)	Date completed (actual completion date)	Responsibility (name of the person responsible for the action)
1	AWP Development	Q1	N/A	Development of AWP for 2019	Approved AWP to be	Q1	Peace Adviser jointly
1	AWP Development	-	,		provisioned in Project Management Reporting in Atlas		with project team, UNDP CO
2	Project Boards/Steering Committee meetings	Q2, Q4	N/A	Meetings of the Joint Steering Committee of Recepient UN Organizations (RUNOs)	Agendas and Minutes to be provisioned in Project Management Reporting in Atlas	Q2, Q3, Q4	Peace Adviser jointly with project team, UNDP CO and PBF Secretariat
3	Special events/Workshops	Q2, Q3, Q4	N/A				
4	Donor reports/Semiannual and annual reports	Q2, Q4	N/A	Semi-annual and Annual Progress Reports	The reports to be developed jointly with RUNOs	Q2, Q4	Peace Adviser jointly with project team, UNDP CO and RUNOs
5	Project management reporting in Atlas (review risks, issues)	Q1, Q2, Q3, Q4	N/A	To update and monitor risks and issues, update targets, results, upload documents and etc.	All key documents, progress made, monitoring and others to be updated in Project Management Reporting in Atlas	Q1, Q2, Q3, Q4	Peace Adviser jointly with project team, UNDP CO
6	Project Quality Assurance	Q1, Q2, Q3, Q4	0	Development Effectiveness (DPC)	Regular staff meetings to be condcuted	Regularly	Programme Officer jointly with project team
7	Evaluation of the project jointly with UNODC	Q1, Q2, Q3, Q4	3 777,00	Evaluation of the project jointly with UNODC	Evaluation report	Q4	Project team and UNDP CO
8	Audit/Evaluation (final & mid-term)		N/A				
	Subtotal:		3 777,00				
	Project's total budget		53 965,51				

Expected rate of	7,00%		1	
monitoring	.,,			
expenses				

V. COMMUNICATIONS PLAN

Project Title and ID: «Support to the prevention of radicalization to violence in prisons» (PID: 108602)

i	#	What	Who	When	Target audiences	Source of funding	Resources	Product (evaluation criteria)
		Public relations & outreach of project activities and results						
		2.7.1. Ensure effective communication of project results by producing various media-friendly, gender diaggregated irfographics and/or media product/s and broadly disseminate in media space	Commuinications costs	Q1-Q4	Government, donors, general public	PVE in Prisons (108602)	1 000,00	# media products on the project results (media caravan)
		Total:					1 000,00	

VI. GENDER ACTION PLAN

Project Title and ID: «Support to the prevention of radicalization to violence in prisons» (PID: 108602)

#	KEY ACTIVITIES PLANNED	1	TIMEF (QUAR	Amount (USD)		
		Q1	Q3	Q4	Q4	
	Capacity-building activities, which includes gender dimension (integration of gender perspectives in the TORs, reports and indicators, the inclusion of gender sessions in the agenda, gender balance in the composition of participants, etc.)					
	Activity 2.4: Implement a capacity-building programme for local self-government bodies and other relevant community-based stakeholders on gender-sensitive post-release interventions, social support and risk management					
1	2.4.1. Organization and work of inter-ministerial working platforms with gender-balanced representation	Х	Х	Х	Х	1 200,00
2	2.4.2. Development of the gender responsive training module on post release interventions	Х	Х	Х	Х	3 000,00
3	2.4.3. Organizing and conducting training courses for employees of relevant services of the probation on post release interventions with gender aspects			Х	Х	1 500,00
	Activity 2.5. Develop multi-agency coordination and social partnerships and facilitate information-sharing and joint planning on the prevention of violent extremism among vulnerable men and women involving local authorities, the police, local crime prevention centres and civil society					
4	2.5.1. Assisting in gender sensitive planning and supporting the work of probation councils on the rehabilitation and reintegration of male and female convicts in pilot areas	Х	Х	Х	Х	4 000,00
5	2.5.2. Assisting in the development of gender sensitive mechanism for interaction between the probation bodies, the police, local self- government (LSG), community prevention centers (OPTS) and civil society					
6	2.5.3. Expert support in the development of gender responsive institute of post-penitentiary control of convicted men and women					
7	2.5.4. Development of a program on gender-sensitive deradicalization, disengagement from violent and extremist ideologies for local authorities	Х	Х	X	Х	12 000,00
	Activity 2.6: Facilitate the development of gender-sensitive interventions aimed at involving the offender's social network in the social reintegration process, with a focus on families, including women and children, in order to avoid their stigmatization and strengthen support for desistance					
8	2.6.1. Development and implementation of programs for the preservation of social relations of male and female convicts and the provision of social and legal assistance	Х	Х	Х	Х	4 458,06
9	2.6.3. Ensure effective communication of project results by producing various media-friendly, gender diaggregated irfographics and/or media product/s and broadly disseminate in media space	Х	Х	Х	Х	1 000,00
	TOTAL budget for gender					27 158,06
	Total budget for programme activities					53 965,51
	% for gender					50,32%

VII. OFFLINE RISK LOG FOR 2020

(see <u>Deliverables Description</u> for the Risk Log regarding its purpose and use)

#	Description	Identified Probability , or r		Owner	Submitted, updated by	Last Update	Status		
	Enter a brief description of the risk	When was the risk first identified	Environmental Financial Operational Organizational Political	Describe the potential effect on the project if this risk were to occur	What actions have been taken/will be taken to counter this risk	Who has been appointed to keep an eye on this risk	Who submitted the risk	When was the status of the risk last checked	e.g. dead, reducing, increasing, no change
	(In Atlas, use the Description field. Note: This field cannot be modified after first data entry)	(In Atlas, select date. Note: date cannot be modified after initial entry)	Regulatory Strategic Other Subcategories for each risk type should be consulted to understand each risk type (see Deliverable Description for more information) (In Atlas, select from list)	Enter probability on a scale from 1 (low) to 5 (high) P = Enter impact on a scale from 1 (low) to 5 (high) I = (in Atlas, use the Management Response box. Check "critical" if the impact and probability are high)	(in Atlas, use the Management Response box. This field can be modified at any time. Create separate boxes as necessary using "+", for instance to record updates at different times)	(in Atlas, use the Management Response box)	(In Atlas, automatically recorded)	(In Atlas, automatically recorded)	(in Atlas, use the Management Response box)
1.	High turnover of government servants	2018	Organizational	1 = 5 P = 3	Assist Government representatives in the implementation of most important tasks through consulting/advisory, experts and technical support	Programme staff	Programme staff	2019	Moderate
2.	Weak implementation capacity of local stakeholders and implementing partners	2018	Organizational	I = 3 P = 3	The RUNOs will establish rigorous selection process of implementing partners and monitor implementation.			2019	High
3.	Activities supported through the project touch on potentially sensitive topics.	2018	Political	I = 5 P = 3	RUNOs will follow "Do No Harm" and conflict sensitivity principles throughout project implementation,	Programme staff	Programme staff	2019	High

#	Description	Date Identified	Туре	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
4.	Closed nature of religious communities	2018	Operational	I = 3 P-3	The RUNOs have established good relationship with religious leaders during implementation of previous PBF projects and have access to the religious communities.	Programme staff	Programme staff	2019	High
5.	Patriarchal views of society	2018	Operational	I=3 P = 3	The RUNOs will increase awareness of women and girls about their rights, empower and involve them in project activities. The RUNOs will also work with men and boys to increase their understanding about gender equality and receive their support for the project.	Programme staff	Programme staff	2019	Moderate
6.	Overlap with other PVE initiatives	2018	Operational	I=3 P=3	Continuous coordination with other players active in the PVE field. Coordination platform to be established for better coordination and cooperation.	Programme staff	Programme staff	2019	Moderate
7.	Possible re-shuffling of high officials	Unpredictable	Political	Probability = 3 Impact = 2	No actions required before hand and to be taken upon re-shuffling if and when it occurs	Programme staff	Programme staff	2019	No change
8.	Possible drastic devaluation of national currency against USD	Unpredictable	Financial	P = 2 I=5	Assess expenses before launch of activities	Programme staff	Programme staff	2019	Reducing
9.	Destructive natural disasters or crises situations	Unpredictable	Environmental	P = 3 I = 5	Reprogramming of activities into Recover might be required	Programme staff	Programme staff	2019	Unpredictable



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Aídaí Arstanbekova

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