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Lao People's Democratic Republic



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Quarterly Project Progress Report

STRENGTHENING CAPACITY AND SERVICE DELIVERY OF LOCAL ADMINISTRATIONS (GPAR SCSD)

Period of report: July - September 2015

Basic Project Information

Project Title: Strengthening Capacity and Service Delivery of Local Administrations (GPAR SCSD)	
UNDP Award ID	00064630
UNDP Project ID	GPAR SCSD-00081322
Project Duration	4 years
Reporting Period	July - September 2015
Implementing Partners	Ministry of Home Affairs
National collaborating agencies	Ministry of Finance, Ministry of Planning and Investment, Provincial and District Administrations.
Other UN/International collaborating agencies	UN Capital Development Fund (UNCDF)
Cost-sharing third parties	Swiss Agency for Development Cooperation, Republic of Korea, Government of Luxembourg
UNDP Programme Officer/Programme Analyst	Viengmala Phomsengsavanh/Thilaphong Oudomsine
UNDAF and Country Programme Outcome	UNDAF OUTCOME 2: By 2015, the poor and vulnerable benefit from the improved delivery of public services, an effective protection of their rights and greater participation in transparent decision making

Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
		12,568,800
Resources	United Nations Dev. Programme	400,000
	United Nations Capital Dev. Fund	1,300,000
	Swiss Agency for Dev. Cooperation	4,000,000
	Republic of Korea	2,000,000
	Luxembourg Government	1,000,000
	GEF (parallel)	2,000,000
	Government (parallel)	702,000
	Yet to be funded	1,166,800

1. Project Implementation Status and Key Results

Implementation Status Summary at Outcome level

- Drafting of Decree of Civil Service Performance Appraisal System has been completed under the guidance of the MoHA Steering Committees. Consultation meeting with MoHA departments provided constructive feedback to adjust and improved the decree. The first consultation with local administrations has been conducted in the southern provinces gaining valuable local administration feedback on content, structure, and clarification on technical issues and common understanding of terminology. *(Output 1)*
- Training on DDF-BBG guidelines was organized for district and provincial officials (DDSTs/DDSCs/PST) of 2 selected districts i.e. Houn and Xai of Oudomxai province. By end of September 2015, 6 selected districts have completed and submitted their district annual investment plans (DAIPs) for FY 2015-16 to MoHA/NGPAR, with a total amount 2,401,233,000 LAK *(Output 3)*
- Training on Monitoring and Evaluation was done for Saravane province, with actual and monitoring carried out in 4 districts in that province and in 2 districts of Sekong province. That completed monitoring and evaluation on BBG and OEBG in Saravane and Sekong provinces.
- Workshop to strengthen understanding on ODSC implementation for Viengkham District, Vientiane Province was conducted in August, and helped to identify ODSC implementation issues on the ground, and how concerned offices can improve the services through one door channel. Similar workshops for Louangprabang and Louangnamtha provinces, and training on ODS routine work & office management for Houphan ODSC, remained to be conducted, due to competing urgent events of MoHA. Recruitment of an International Consultant to conduct ODS assessment and draft action plan is in process and expected to be carried out in Q4 of 2015. *(Output 4)*
- GPAR CADEM Technical team conducted the monitoring mission for 3 projects, out of total 13 projects granted in year 2015, which concluded that those projects were able to conduct their activities and use the budget as planned in the project proposals (outreach the service to local level). *(Output 5)*
- Grantees of GPAR CADEM Fund year 2016 were selected by selection committee during 24-28 August 2015. There are 22 projects/grantees selected which include 14 projects at provincial level; 1 project at sub provincial level and 7 projects at district level). The project teams that will receive GPAR CADEM Fund year 2016 were also given training on project management on 17-18 Sept 2015 in Vientiane Capital.
- DSDMS and SUFS piloting in Houn and Saravan are progressing according to plan. Districts are working on monitoring District Service delivery (DSDMS); Data from SUFS Survey in Houn and Saravan districts have been entered in the table for analysis by district statistics center teams. The SUFS survey data has been analyzed and the report is being drafted. During analysis, it became evident that data from the Saravan required extra steps due to error in data entry format that occurred. This provided valuable insights and lessons from the pilot. The completed reports/analysis will become available in Q4, 2015.

Implementation Progress Summary at Output level

OUTPUT <i>In line with ProDoc / AWP</i>	MILESTONE / Target Year 2015	STATUS OF TARGET (Achieved, On Track or Off Track)	PLANNED ACTIVITIES <i>Activities to be undertaken during the reporting period (QWP/AWP)</i>	ACTIVITY PROGRESS TO DATE	RESULTS ACHIEVED <i>Describe concrete, key results (policy, publication, key event etc.) achieved so far, vis-à-vis the specific targets set in the QWP/AWP. Please provide data/evidence to support the results</i>	COMMENT /BENEFICIARY <i>Approximate number of beneficiaries reached by relevant project activities (disaggregated by gender), etc.</i>
<p><u>Output 1:</u> Support to development of policies and regulatory framework for more effective local administration at province and district level</p>	<p><u>Targets 2015:</u></p> <ol style="list-style-type: none"> 1. Closer alignment of Sam Sang and DDF systems at local level. 2. Law on Local Administration is updated. <p><u>Indicators:</u></p> <ol style="list-style-type: none"> 1. DDF & SAM Sang joint approaches piloted in selected district(s) 2. Regulations/instructions on Local Administration Law reviewed and revised. 	<p>On Track</p>	<ul style="list-style-type: none"> • 2 Technical meetings to work on Draft Decree of Civil Service Performance Appraisal System • 1 Consultation meeting with MoHA' depts. and 1 Consultation Meeting with local administrations from Southern Province on the Civil Service Performance Appraisal System • 1 technical meeting of Drafting and Steering Committees to work on draft of Citizen Affairs Management Strategy 	<ul style="list-style-type: none"> • Completed • Completed Completed 	<ul style="list-style-type: none"> • Decree is completely drafted by drafting and steering committees. • Many feedbacks on technical terms, structure and details of decree presented by officers from other MoHA departments. - Provincial and District Administration from Southern provinces agreed on the Drafted Decree of the Civil Service Performance Appraisal system in general, however, there are some feedbacks on contents, structure, and some word to be adjusted and improved. 	<ul style="list-style-type: none"> • Total 34 officers (11 women) from concerned MoHA's Depts. joined discussing. • Total 68 officers from provincial and district administration, MoHA and Central Committee of Organization- Personnel provided comments and feedback on the draft decree. • Total 20 officers (7 women) from concerned dept. of MoHA and some concerned ministries shared comments on Draft Citizen Management Strategy.

<p>Output 2: Improved capacity of local administration to fulfill its service delivery mandates</p>	<p>Targets 2015:</p> <p>1. Local officials in 53 district have capacity to deliver priority service investments (DDF) in accordance with plans / Budgets.</p> <p>Indicators:</p> <p>1. Local services/MDG investments (DDF) are delivered by staff in 53 districts</p>	<p>1. On Track</p>	<ul style="list-style-type: none"> Refreshment/training on DDF -BBG guidelines for DDSTs/DDSCs of 6 selected districts 	<ul style="list-style-type: none"> In progress 	<ul style="list-style-type: none"> Citizen Affairs Management Strategy discussed and incomplete contents and details related to other ministries identified and requested to complete internally before sharing to drafting committee. During July 2015, completed one batch of refreshment/training on DDF-BBG guidelines for DDSTs/ DDSCs of two districts e.g. Houn and Xai Oudomxai province). During August, completed field mission support DDSTs/DDSCs of 6 districts of Luangprabang province namely Chomphet, Ngoy, Pak Ou, Pakxeng, Phonxai and Phoukhoun to prepare financial report of FY2013-14. District teams were advised to strengthen its coordination mechanism and built in a culture of 	<p>Total 64 people including 17 women (DDSTs/ DDSCs/PSTs) attended the training.</p>
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					<p>accountability / responsibility.</p> <ul style="list-style-type: none"> Two sessions of DDF-BBG guidelines refreshment were organized for DDSTs/DDSC/ and PST of Oudomxai province from 6-11 July 2015. First session was organized in Houn district and the second session was organized in Xai district. By end of September 2015, 6 districts have submitted their DAIPs for FY2015-16 (special cycle) of total 2,401,233,000 LAK equivalent s to 300,154 USD. 	
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<p><u>Output 3:</u> Improved MDG focused service delivery provided through formula based and equity focused block grants to the districts</p>	<p><u>Targets 2015</u> 1. 232 service interventions (21 BBG & 211 OEBG) delivered by district administrations. 2. District performance is assessed in 4 more district administrations (Sekong).</p> <p><u>Indicators:</u> 1. 21 BBG & 211 OEBG) local service infrastructures & Interventions delivered by district administrations (DDF). 2. District Performance Assessment done in Sekong Province</p>	<p>On Track</p>	<ul style="list-style-type: none"> Provide DDF formula-based grants to selected districts 	<ul style="list-style-type: none"> Completed 	<ul style="list-style-type: none"> In FY 2014-15, All 53 districts of 7 target provinces have submitted their district annual investment plans (DAIPs -Capital) and OEBG of total LAK 7,982,898,500 (1,004,000 USD). As of 30 September 2015, a total 7,194,200,000Kip of first and second installment FY2014-15 has been transferred to target district accounts. The amount includes BBG - 12 districts of Saravane and Sekong provinces of LAK 5,106,776,500 and OEBG- of LAK 2,087,423,500. As part of capacity building, a total 22,000 USD were allocated in QIII work plan to support the Provincial Support Team of 7
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		<ul style="list-style-type: none"> • Provide PST support Cost for Provincial oversight of DDF. • Training on Monitoring and Evaluation was organized for Saravane and Sekong provincial officers. 	<ul style="list-style-type: none"> • In progress • Completed 	<p>provinces to follow up/regularly provide guidance to the district teams on DDF implementation.</p> <p>-M&E awareness raising training for PST and the provincial assessment team and provincial assessment committee of saravane and Sekong provinces. Following this training the provincial assessment team are able to carry out a district performance assessment (using District Development Fund PAM) in districts by themselves.</p>	<ul style="list-style-type: none"> • Due to delay submission financial reports from PST, thus during QIII, we could not transfer the second installment for PST of 7 provinces. The allocated amount move to QIV. -Saravane province, the participants are 20, women 4. The participant from 3 districts are 88, women 15 Sekong province, the participants are 24, women 8. The participants from 2 district are 49,
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<p><u>Output 4:</u> Improving Access to Citizen Services through One Door Service</p>	<p><u>Targets 2015</u></p> <ol style="list-style-type: none"> Existing ODSC operations assessed ODSC operations & service delivery are improved <p><u>Indicators</u></p> <ol style="list-style-type: none"> Assessment exercise of ODSC principles & procedures are done Action plan for addressing ODSC issues agreed 	<p>On track</p>	<ul style="list-style-type: none"> One Workshop to strengthen understanding on ODSC implementation for Viengkham District, Vientiane Province, while one WS for Louangprabang and Louangnamtha provinces is remained un-conducted. Training on ODS routine works & office management for Houphan ODSC remained un-conducted. International Consultant to conduct ODS assessment and draft action plan is on process of recruitment 	<ul style="list-style-type: none"> Completed Postponed Late in progress 	<ul style="list-style-type: none"> Concerned district office staffs which services related with ODSC acknowledged of previous ODSC implementation, related issues, ODSC theory and lessons from neighboring countries, process to prepare feasibility study. Recruitment international Consultant in process to carry out an assessment of ODSC / action plan. It is expected that the work will be done in Q4 2015. 	<ul style="list-style-type: none"> 44 participants (27 women) who from district offices joined the WS and discussed on issues of service providing.
<p><u>Output 5:</u> GPAR Capacity Development and Modernization Fund (CADEM) supports strategic innovations in Public Administration reforms</p>	<p><u>Targets 2015</u></p> <ol style="list-style-type: none"> 13 Government offices use CADEM grants to improve their procedures. Gender in administrative practices is enhanced by CADEM awards. 	<p>On Track</p>	<ul style="list-style-type: none"> Monitoring of 3 CADEM projects out of total 13 project grant 2015 Completion of selection the grantees for grant year 2016 by selection committee 	<p>Completed</p>	<ul style="list-style-type: none"> The 3 projects inspected were able to deliver their activities and budget in accordance with approved plans. . Local staff benefited from the capacity activities, and delivered services at district and village levels as well as at local school level. 	<p>3 MoHA staff (2 women)</p> <p>14 projects at provincial level; 1 project at sub</p>

	<p><u>Indicators:</u></p> <ol style="list-style-type: none"> CADEM awards to 13 government offices. Number of government offices with better administrative practices due to CADEM support. At least 3 government offices implementing gender focused interventions using CADEM 			<p>22 projects were selected to receive grant year 2016</p> <p>22 projects were trained on the project management and financial procedure for CADEM Fund.</p>	<p>provincial level and 7 projects at district level)</p> <p>113 participants (42 females) from 15 provinces.</p>
<p><u>Output 6:</u></p> <p>Citizen Feedback and district mechanisms for responsive and accountable service delivery</p>	<p><u>Targets 2015:</u></p> <ol style="list-style-type: none"> Selected District Administrations analyse local service delivery information for use in better planning. Citizens of pilot districts provide their feedback on access & quality of local service delivery. <p><u>Indicators</u></p> <ol style="list-style-type: none"> Districts use DSDMS to collate & analyse local 	<p>On track</p> <ul style="list-style-type: none"> Houn and Saravan districts are working on monitoring District Service delivery (DSDMS) Data from SUFS Survey in Houn and Saravan districts are untried on the table for analysis by district statistics center teams. SUFS survey data has been analyzed and report is being drafted. 	<p>Completed</p> <ul style="list-style-type: none"> Survey completed - but extra analysis required in Saravanne province SUFS data, due to errors in data entry in questionnaire. 	<p>Status of service delivery from base line year of 2013-2014 is completely reported, and, half year of 2014-2015 are completely drafted and shared with district governor and administration.</p> <ul style="list-style-type: none"> Information from questionnaires was checked and some error in data entry in Saravan district. Questionnaires were sent back to Saravan Team to re-check. 	<p>District Officers (from DoHA, Statistic Center, Public Health, Public Education and Sport, Agriculture and Forestry and Public Works and Transport Offices) experienced monitoring the progress of service delivery.</p> <ul style="list-style-type: none"> District Statistic Center Officers experienced working on SUFS data entry and data checking. Results & analysis will

	<p>service delivery information</p> <p>SUFS survey done & results discussed with district authorities.</p>			<ul style="list-style-type: none"> • In progress 	<ul style="list-style-type: none"> • Only SUFS survey report of Houn district was completely drafted, however, and now Lao version is required. 	<p>be made available in Q4 2015.</p>
<p><u>Output 7:</u> Programme support (oversight, management, coordination and results based monitoring)</p>	<p><u>Targets 2015</u></p> <ol style="list-style-type: none"> 1. Well-functioning & well managed project that implements activities in line with work plans and budgets 2. Project provides oversight and reporting opportunities to Programme Board and others stakeholders <p><u>Indicators:</u></p> <ol style="list-style-type: none"> 1 Project follows project cycle, plans, budgets and reporting. 2 Stakeholders have access to reports and opportunities for project oversight and information 	<p>On track</p>	<ul style="list-style-type: none"> • Annual work plans prepared • Quarterly Progress reports and Annual Report & Review • Partner field monitoring visits • IT & Equipment • Staff costs • Overheads & Audit • Planning Retreat • Project evaluation & preliminary future concept 	<p>In progress</p>	<p>A well-functioning project, with oversight.</p>	

Formal Collaboration with other projects

The Ministry of Natural Resources and Environment (MONRE), with the support of the GEF LDCF2 project, is collaborating with UNDP/UNCDF in a project entitled "Effective Governance for small-scale rural infrastructure and disaster preparedness in a changing climate". The overall objective of the project is to improve local administrative systems affecting the provision and maintenance of small scale rural infrastructure, through participatory decision making that reflects the genuine needs of communities and natural systems vulnerable to climate risk. As part of its implementation arrangements, the project is using the existing District Development Fund (DDF) operating under SCSD project to deliver local climate change adaptation infrastructures in Saravane and Sekong provinces. The DDF system has delivered \$152,052 of CR grants for 4 district projects for FY 2014/15, which LDCF2 and MONRE have identified together with local District Development Support Teams.

Financial Management

Financial Information Summary

Reporting Period: October – September 2015

Output	Annual Work plan year 2015 (USD)	Quarter Work Plan/Budget Q3 (USD)	Expenditure This Quarter Q3 (USD)	Delivery Rate This Quarter Q3 (%)
Output 1	369,499	73,837	47,488	64%
Output 2	182,603	52,855	20,072	40%
Output 3	635,603	46,480	38,350	83%
Output 4	141,591	58,706	16,930	29%
Output 5	468,200	214,920	226,331	105%
Output 6	144,108	29,334	14,307	49%
Output 7	258,473	54,893	61,871	113%
Totals	2,200,000	531,025	425,349	80%

3. Project Management and Oversight

Monitoring and Evaluation

The Project is on track with its regular monitoring plans (please see Logs in Annex). The review of results based monitoring and evaluation between the M&E expert from UNDP and project staff have started and will be continue in Q3.

Risk management

There is no any major risk identified in this quarter.

Communication and advocacy

Project communication is ongoing as per Communication Log in Annex.

4. Annex/s

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NATIONAL GPAR SCSD PROJECT: COMMUNICATION AND MONITORING PLAN/REPORT

Project Title: National GPAR SCSD Project	Award ID: 00064630	Updated to: 30/09/2015
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Type of Action	Stakeholders	Method of communication	Due by	Completed on	Status
Annual Work Plan and Budget: 2013	UNDP, UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	01/03/13	18/02/13	Completed
Tentative Work plan and FACE form: Q1-2013	UNDP	Report	10/01/13	10/01/13	Completed
Quarterly Progress Report for Q1-2013, including logs	UNDP, UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/04/13	10/04/13	Completed
Work plan and FACE form: Q2-2013	UNDP	Report	10/04/13	10/04/13	Completed
Quarterly Progress Report for Q2-2013, including logs	UNDP, UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/07/13	10/07/13	Completed
Work plan and FACE form: Q3-2013	UNDP	Report	10/07/13	10/07/13	Completed
Quarterly Progress Report for Q3-2013, including logs	UNDP, UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/10/13	10/10/13	Completed
Work plan and FACE form: Q4-2013	UNDP	Report	10/10/13	10/10/13	Completed
Annual Report 2013 (incl. Q4-2013, including	UNDP, UNCDF, SDC, Govt of	Report	10/01/14	10/01/14	Completed

logs)	Korea, GD of Luxembourg						
Joint Annual Technical Review (JATR)	UNDP , UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	31/12/13	Replaced by Mid Term Review held on 25/07/13		Completed	
Annual Work Plan 2014	UNDP , UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	31/01/14	10/01/14		Completed	
Tentative Work plan and FACE form: Q1-2014	UNDP	Report	10/01/14	10/01/14		Completed	
Quarterly Progress Report for Q1-2014, including logs	UNDP , UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/04/14	10/04/14		Completed	
Work plan and FACE form: Q2-2014	UNDP	Report	10/04/14	10/04/14		Completed	
Quarterly Progress Report for Q2-2014, including logs	UNDP , UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/07/13	30/06/13		Completed	
Work plan and FACE form: Q3-2014	UNDP	Report	10/07/13	10/07/13		Completed	
Quarterly Progress Report for Q3-2014, including logs	UNDP , UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/10/14	10/10/14		Completed	
Work plan and FACE form: Q4-2014	UNDP	Report	10/10/14	10/10/14		Completed	
Annual Report 2014 (incl. Q4-2014 & logs)	UNDP , UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/01/14	31/12/14		Completed	
Annual Work Plan 2015	UNDP , UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	31/01/15	10/01/15 – 05/02/15		Completed	
Tentative Work plan and FACE form: Q1-2015	UNDP	Report	10/01/15	10/01/15		Completed	

Quarterly Progress Report for Q1-2015, including logs	UNDP, UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/04/15	10/04/15	Completed
Work plan and FACE form: Q2-2015	UNDP	Report	10/04/15	10/04/15	Completed
Quarterly Progress Report for Q2-2014, including logs	UNDP, UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/07/15	30/06/15	Completed
Work plan and FACE form: Q3-2014	UNDP	Report	10/07/15	10/07/13	Completed
Quarterly Progress Report for Q3-2014, including logs	UNDP, UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/10/15	08/10/15	Completed
Work plan and FACE form: Q4-2014	UNDP	Report	10/10/15	09/10/15	Completed
Annual Report 2015 (incl. Q4-2014 & logs)	UNDP, UNCDF, SDC, Govt of Korea, GD of Luxembourg	Report	10/01/14		

NATIONAL GPAR SCSD PROJECT: RISK LOG

Project Title: National GPAR SCSD project	Award ID: 00064630	Last Reviewed Date: 30/09/2015
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#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mgmt. response	Owner	Submitted/ updated by	Last Update	Status
1	Other government bodies are reluctant to enhance coordination	01/02/12	Strategic	impact of the public administration reforms will be limited.	Multi-Stakeholder Leading Committee and Programme Board guidance to initiate	Programme Manager	Programme Manager	30/06/2012	No change

	under NPGAR				P=2; I=3; PXI=6	dialogue with relevant Government offices				
2	Lack of buy-in from the local authorities who see the programme as a new top down approach to GPAR.	01/02/12	Strategic	Lack of buy in at the local level may hamper project implementation P=22; I=3; PXI=66	Early discussions to explain new modus operandi but that the provinces and districts will remain in the lead at the local level. Provincial participation in Prog. Board	Programme Manager	Programme Manager	30/09/2012	Risk reduced from 9, following successful local Workshops	
3	Limited resources will directly compromise the implementation of programme activities	01/02/12	Strategic	Plans to scale up nation-wide, will be postponed with impact on MDG progress. P=2; I=4; PXI=8 (down from 12)	Continuous dialogue with donor community and coordination of all resource mobilization by MoHA	Programme Manager	Programme Manager	30/06/2012	Changed. \$1million from Govt Luxembourg	
4	Programme approach introduces a new way of operating, both for the government and for the donor community	01/02.12	Strategic	Time & resources lost to project management and reporting rather than implementation. P=3; I=3; PXI=9	Programme Board play a key role in overseeing all projects under the programme framework.	Programme Manager	Programme Manager	30/06/2012	No change	
5	There could be a stronger attraction by DPs to fund certain components or sub-components	01/02/12	Strategic	Sustainability and/or nation-wide roll out of the reforms could become compromised. P=3; I=3; PXI=9	Resource mobilization coordinated by MoHA in liaison with the DIC (MPI). Possibility of GPAR Trust Fund could be explored.	Programme Manager	Programme Manager	30/06/2012	No change	
6	GEF funds may be delivered through a parallel project	01//02/12	Strategic	NGPAR Programme framework will be basically altered P=5; I=2; PXI=10	Discussions with MONRE and UNDP initiated to develop suitable framework	Programme Manager	Programme Manager	30/06/2012	Changed – moved to Issues	
7	MAF sub-project may	15/05/12	Operational	Core activities	Merge MAF and SCSD/OEBG	Programme	Programme	30/09/12	Risk reduced	

delay other implementation plans		implementation delayed P=2; I=3 Pxl=6	activities where possible	Manager	Manager	from 9 following successful DDF trainings.
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NATIONAL GPAR SCSD PROJECT: ISSUES LOG

Project Title: National GPAR SCSD project	Award ID: 00064630	Last Reviewed Date: 30/09/2015
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#	Description	Date Identified	Type	Priority (P) & Impact (I)	Countermeasures / Mgmt. response	Owner	Status change	Last update	Current status
1	Delay in nomination of members the Programme Board	15/03/12	Problem	Key activity involving leadership for the Programme P=5; I=3; Pxl=15	Discussions initiated by Ministry of Home Affairs	Programme Manager	Changed	30/06/12	Resolved;- Prog Board members appointed
2	Delay in appointment of GPAR CTA	1/07/12	Operational problem	Delays in key programme/activities delivery P=4; I=4 Pxl=16	Discussion between MoHA/UNDP on speeding process and with UNCDF on temporary reassignment of urgent/critical PAR duties to UNCDF Local Governance Advisor	Programme Manager	Changed	21/04/13	CTA report on 11/2012

3	GEF funds will be delivered through a parallel project	Operational problem	NGPAR Programme framework will be basically altered with less funds for SCSD project P=5; I=2; PXI=10	in SCSD. Agreement was reached between UNDP/MONRE and UNCDF/GPAR that the DDF mechanism in SCSD will be used to channel Climate Change funds to district on behalf of the LDCF2 Project (GEF). LDCF2 Project will deploy a national consultant to manage/ coordinate some of the additional expected work load on SCSD/DDF .	Programme Manager	New	31/12/13	Clarified
4	CTA vacancy	Operational	Delays in Programme & project implementation. P=4; I=4 Pxl + 16	Recruitment of new CTA in progress. MoHA & UNCDF Local Governance Advisor in SCSD to share urgent / critical GPAR duties in interim.	Programme Manager	Changed	10/04/15	New CTA reported 2/4/2015
5	ITA vacancy	Operational	Delays in Programme & project implementation. P=4; I=4 Pxl + 16	New CTA currently covering critical UNCDF Local Governance Advisor responsibilities. UNCDF considering situation.	Prog Manager	New	30/09/2015	(Advertisement for CDF technical specialist published)

NATIONAL GPAR SCSD PROJECT: LESSONS LEARNED LOG

Lesson ID	Date logged	Type	Description	Recommendation
01	30/03/12	Positive	Programme framework allows for several implementation mechanisms to operate in parallel enabling good alignment	<ul style="list-style-type: none"> Documentation of various options that can be shared with potential partners
02	31/03/13	Positive	MAF-OEBG successfully implemented in 2012 & approach & tools adopted by OEBG for general use	<ul style="list-style-type: none"> MAF-OEBG Review conducted & available. Inform DP of successes & impact on local beneficiaries of DDF – created DVD for advocacy

03	31/12/14	Neutral	Chronic challenges in inter-ministry working agreements/collaboration affect implementation of ODSC on the ground.	<ul style="list-style-type: none"> Political leadership / coordinating mechanism for better inter-ministry day-to-day collaboration on implementation of cross-cutting work.
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PREPARED BY PROGRAMME MANAGER



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Date:

APPROVED BY EXECUTIVE PROGRAMME BOARD



RECEIVED AND REVIEWED BY UNDP



Date:

