

Clearance Certification**Project Document****or****Project / Budget / AWP for 2020 ("F")****SHORT TITLE:** Disaster Response and Recovery Facility (DRRF)**PROJECT
NUMBER:****Award ID****00113842****Project ID: DRRF-00112092, SWM-00112436,
C2RP-00112437, DRM-00112438, CC-00113358****(I) SUBMITTING PROGRAMME MANAGER:**

I have checked, and hereby certify, the following:

1. Reasons and justification for this revision are clearly indicated on the cover page. ☒
2. All relevant parties are in agreement with the revision: ☒
 - as is indicated in the justification, or
 - as per signature(s) obtained on the cover page, or
 - as per written agreement as has been referenced in relevant signature block.
3. An analysis of the budget increase/decrease (in case more than \$10,000) has been made and is attached. ☒
4. The cover page and budget are according to standard format. ☒

Arif Abdullah Khan, Programme Analyst, R&IGSignature: Arif Abdullah Khan Date: 17/02/2020

Programme Analyst
Climate Change & Disaster Risk Management
UNDP Bangladesh

(II) CLUSTER HEAD:

I have reviewed and hereby recommend approval of this budget revision

Signature: Md Khurshid AlamDate: 17/2/2020

Assistant Resident Representative
Resilience & Inclusive Growth Cluster

Md Khurshid Alam
Assistant Resident Representative
UNDP Bangladesh

(III) BUSINESS DEVELOPMENT AND PARTNERSHIPS UNIT:

Clearance from Desk Officer:	Clearance from Assistant Resident Representative and Adviser, Business Development
<p>[] I have verified the attached submission and confirm that this budget/revision is in accordance with existing rules.</p> <p>[] Justification for return</p> <p>Signature: <u>khondker Pervez Ahmed</u> Date: <u>30/5/2020</u></p>	<p>Recommendation for approval</p> <p>Signature: <u>Le Le Lan</u> Date: <u>30/5/2020</u></p>

Recommended / Approved by
Deputy Resident Representative

Approved by
Resident Representative

30/5/2020

Note: Please return approved version of the Project/Revision Document to RRMC who retains original and forwards copy to Programme Manager concerned for his/her file and submission to national and, if applicable, UN agencies.

UNDP Bangladesh
2020 Annual Work Plan (AWP) Review Checklist

Award ID: 00113842 Project ID: 00112092 Disaster Response and Recovery Facility (DRRF)

Format and General Issues:		Yes	No	N/A	Comments
1	Submitted AWP is prepared in Standard Prescribed Format including AWP cover page	✓			
2	Atlas codes correctly mentioned (Award ID, Project ID, and Project title, Donor, Account, Fund etc.)	✓			
3	AWP Planning meeting conducted	✓			
4	Minutes of the Appraisal/Review meeting attached	✓			
5	Annual/Mid year Review Meeting conducted	✓			
6	Annual HR, Procurement and Communications plans are prepared and attached with AWP	✓			
7	Resources are available to support the AWP	✓			
8	AWP is approved by the Implementing Partner, if applicable			N/A	
9	AWP is endorsed/agreed by the Project Board/Steering Committee, if applicable			N/A	
10	Signature of the Project Manager/NPD available in the AWP	✓			

Results Related Issues:		Yes	No	N/A	Comments
1	The AWP reflects overall priorities of the year	✓			
2	The activities are clearly defined (indicate what exactly will be done, to the point with expected timelines by quarter)	✓			
3	The activity lines spell out the geographic location wise intervention	✓			
4	Possible areas of collaboration with other projects have been considered in project activities	✓			
5	Outputs and activities are aligned to the UNDAF, CPD and project document (The listed activity/s can be directly attributed to the achievement of the expected country programme outputs)	✓			
6	The activity/s implemented with CSOs, academic institutions, other quasi-Governmental institutions, and other UN agencies as implementing partners are reflected in the work plans	✓			
7	A one page summary of intended/achievable results is attached	✓			
8	The Outcome / Intermediate Outcomes and Outputs are correctly entered as per the language in the Results Framework	✓			
9	M&E plan attached and adequately budgeted in the AWP	✓			
10	Field monitoring plan attached (for field-based project only)	✓			
11	Risk Log, Issue Log, monitoring Log updated in ATLAS and attached with AWP	✓			
12	Gender Marker is attributed in ATLAS	✓			
13	Lessons learned have been incorporated in the AWP, as per the last APR minutes		✓		
14	Baseline, Target and Deliverables for 2020 are aligned to the Results Framework	✓			
15	Baseline data for each indicator have been collected	✓			
16	Annual target for each indicator has been set	✓			
17	3 to 5 annual key results have been identified and attached		✓		
18	The Targets and baselines are gender-disaggregated where a population group is being measured				
19	Articulation of results of the AWP has followed the SMART and RBM guidelines	✓			
20	Assumptions and risks specific to each output and outcome is contextualised and clearly spelt out				
21	Knowledge Management has been planned and budgeted	✓			
22	Generation and use of evidence - from monitoring, research and/or evaluation - has been considered	✓			
23	The Budget comply with the spirit of Results Based Budgeting (RBB)	✓			

Resources Related Issues:		Yes	No	N/A	Comments
1	Total proposed budget for the AWP does not exceed approved total project budget	✓			
2	The AWP budget is within the scope of the funds availability/commitment (available Cash + Commitment)	✓			
4	Appropriate provisions are available according to the AWP Commissioning memo (Common cost, GMS, DPC, Communication, M&E etc.)	✓			
5	Updated list of Equipment assets with the project/Programme showing UNDP assets	✓			
6	The summary page reflects the resources	✓			

Remarks/Comments (including justification for returning to Programme cluster):	
Submitted by the Project: Shah Zahidur Rahman, Project Manager a.i	Date: 17/02/2020
Cleared by Programme Cluster: Arif Abdullah Khan, Programme Analyst	Cleared by Partnerships Cluster: 30/5/2020
Date:	Date:

Signed by DRR/RR:

Date:

United Nations Development Programme



Disaster Response and Recovery Facility (DRRF) AWP 2020 Version-"F"

Award ID: 00113842

Project ID: 00112092, 00112436, 00112437, 00112438, 00113358

UNDAF Outcome(s)/Indicator (s): (Link to UNDAF outcome)	UNDAF Outcome 3: Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups
Expected Outcome(s)/Indicator (s): (CPD outcomes linked to the MYFF goal and service line)	Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups
Expected Output(s)/Annual Targets: (CPB outputs linked to the above CPB outcome)	National capacity of the disaster management system strengthened to reduce unacceptable risks and improve response and recovery activities by adopting a comprehensive risk management culture.
Implementing Partner:	United Nations Development Programme (UNDP)

Brief Description

Bangladesh has made considerable progress in managing disaster risks over last 10 years. However, large and recurrent nature of hazards poses a very different set of risks to an economy with both impressive economic growth and significant progress in human development. In line with the Sendai Framework of Action and the Government of Bangladesh's 7th Five Year Plan, renewed attention is required to develop the whole society's capacity on preparedness for disaster response & recovery. An efficient capacity would help Bangladesh achieve both Sustainable Development Goals and a developed country status by 2041. UNDP's proposed Disaster Response and Recovery Facility (DRRF) is a vital contribution towards this ambition. The proposed Facility will adopt an "economy-wide" approach in addition to focusing on household and community level recovery. It will primarily support Ministry of Disaster Management and Relief (MoDMR), and gradually expand its support to selected key sectors at all levels for enhancing national capacity and supporting policy making for resilient recovery. The DRRF will achieve the following objectives:

- A. Implement timely, appropriate and adequate response and recovery assistance to the households, community, businesses for quick return to sustainable development pathways & business continuity;
 - B. Work with development partners, the UN/Cluster systems to support GoB to build its capacity at all levels and sectors for carrying out post disaster needs assessment, formulating recovery strategy and plans, and mobilizing resources.
 - C. Support making appropriate policies, financial instruments, and technological innovation on preparedness for recovery and provide coordination support and foster partnership in (early) recovery and shelter sector as part of national priorities in disaster management.
 - E. Work as, when appropriate, a fund management facility for humanitarian and development agencies to foster cost effective and time efficient mechanism
- Building on successes of Early Recovery Facility project, the facility will continue to focus on rapid-scaling up and effective management of transitions towards development. To achieve, it will continue to be built on pre-approved funding mechanisms, flexible operational procedures and active pool of implementing partners and professional human resources. For ensuring timely support to the government in need, the project will follow Direct Implementation Modality (DIM) of UNDP.

Programme Period: 2018 – 2022
 Programme: Resilience and Inclusive Growth
 Project Title: **Disaster Response and Recovery Facility (DRRF)**
 Award ID: 00113842
 Project IDs:
 DRRF: 00112092
 (Disaster Response & Recovery Facility)
 SWM: 00112436 (Solid Waste Management)
 C2RP: 00112437 (Comm Recovery & Resilience)
 DRM: 00112438 (Disaster Risk Mgt in CXB)
 CCP: 00113358 (Community Cohesion in CXB)

Project Duration: Oct 2018 – Dec 2022
 Management Arrangement:
 Direct Implementation (DIM)

Summary of UNDP and Cost-Sharing inputs

Amount in US Dollars			
	Total Resources Version-"E"	Version- "F"	Increase / (Decrease)
UNDP			
• TRAC Fund for DRRF (Core)	1,150,000	1,150,000	-
• TRAC: Pipeline + Research + CXB	1,185,000	1,640,500	455,500
Cost Sharing:			
• MoFCOM-ChinaAid	73,622	73,622	-
• UNOCHA-CERF	750,000	750,000	-
• HQ-FW GIPS CP: C2RP	319,313	319,313	-
• HQ-BPPS-Sida: C2RP	368,965	368,965	-
• German Embassy: C2RP	1,250,486	1,250,486	-
• SIDA: SWM	4,791,465	4,791,465	-
• IOM (ECHO): DRM	645,484	645,484	-
• EC (ECHO): DRM	613,155	613,155	-
• SDC: DRM	1,226,950	1,226,950	-
• UNHCR: DRM	68,442	68,442	-
• DFATD-Canada: CCP	4,395,600	4,395,600	-
• UNWOMEN (DFID)-C2RP	300,316	136,892	(163,424)
• Un-funded	34,011,202	33,719,126	(292,076)
Total resources in USD	51,150,000	51,150,000	0

Justification: The budget has been revised due to inclusion of resources of UNDP TRAC-1 US\$ 455k for RIG pipeline development, cluster HR and CO research facility, and refund of UNWOMEN resources US\$ 163k of C2RP due to cancellation of agreement. However, total amount of project resources (\$ 51.15m) have not been increased or decreased.

Approved By:

Sudipto Mukerjee
Resident Representative

Date: 30/5/2020

Annual Work Plan - AWP for the Year 2020 (Version 'F') Disaster Response and Recovery Facility (DRRF) By 2020, relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups. Crisis Prevention and Recovery Disaster Risk Reduction Integrated into development planning (Outcome-3) The immediate relief and Disaster Response needs of severely disaster affected people are met									
EXPECTED OUTPUTS Components or major interim results of the project. To be shown as Activities in Atlas									
Atlas Activity # 1: Effective DRRF Support Baseline: 2018 (0) Indicator: 1) CO formed SURGE team, 1) 2 training session for SURGE team 2020 Target/Deliverables: 2 batch training Baseline: 2018 Indicator: 2020 Target/Deliverables: 3 Related CPD Outcome: 3 Baseline: 2018 (0) Indicator: 4 Resource Mobilization Strategy Developed for DRRF 2020 Target/Deliverables: 01 Related CPD Outcome: 3 Services Contract Services Contract Services Contract Field Mission Programme quality assurance, coordination and mgt. (DPC)									
PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output. not to be included in Atlas									
1. Activity Result: UNDP has an effective Disaster Response and Recovery Facility in support of the Government of Bangladesh Setting up of CO SURGE capacity Capacity Building Trainings of DRRF staffs i.e. attending Workshops, Seminars home and abroad Preparedness for Disaster Emergency Response: Landslide, flood, cyclone etc., orientation of potential technical officers and staffs for emergency response, maintaining rosters of NGOs and Technical officers, market survey on NFI items etc Capacity Building Specialist (National)-SB4 Shelter Specialist (National)-SB4 Programme Associate (National)-SB3 Local Travel / Project Field Visit i.e. M&E and Evaluation Programme quality assurance, coordination and mgt. (DPC)									
2. Activity Result: National capacity is further enhanced for resilient recovery to protect development gains from recurrent and extensive disasters Capacity building and Training on Disaster Recovery to MoDMR officials, CSOs, Cluster partners and Partner NGOs Online Platform for MoDMR supported by A2I Support Reform Initiatives of Fire Service and Civil Defence (F-SCD) - Training and Legal Part Engagement of a National Consultant for Migration Innovation: Risk reduction on lightning/thunderstorm, landslide, forecasting, income generation through manufacturing eco friendly bricks from river dredged soil, technical support for accelerating SDG implementation									
Atlas Activity # 2: National Capacity Enhanced Baseline: 2018 Indicator: 2020 Target/Deliverables: 3 Baseline: 2018 Indicator: 2020 Target/Deliverables: 3 Related CPD Outcome: 3 Baseline: 2018 (0) Indicator: 3 Guideline and Master Plan developed for FSCD 2020 Target/Deliverables: 01 Related CPD Outcome: 3 Baseline: 0 Indicator: 3 2020 Target/Deliverables: 03 Baseline: 0 Indicator: 3 2020 Target/Deliverables: 03 Related CPD Outcome: 3									
Planned Budget Budget Code Donor Code Fund Code Responsible Party Timeframe Q1 Q2 Q3 Q4 Year 2020 Amount (USD)									
75700 Training/Workshop/Learning 5,000 75700 Training/Workshop/Learning 10,000 75700 Training/Workshop/Learning 3,000 71400 Service Contract-Individual 28,000 71400 Service Contract-Individual 28,000 71400 Service Contract-Individual 14,000 71800 Travel 3,000 84300 Services to projects -CO staff 9,000 Total of Atlas Activity # 1 100,000									
Total of Atlas Activity # 2 90,000									

EXPECTED OUTPUTS Components or major interim results of the project : To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output: not to be included in Atlas		Timeframe				Responsible Party	Fund Code	Planned Budget			YEAR 2020 Amount (USD)
			Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	
Atlas Activity # 3: Disaster Affected Support Baseline: 2019 (01) Indicator: # of Shelter and NFI items standardized for immediate procurement 2020 Target/Deliverables: 15 Related CPO Outcome: 3 Baseline: 2019 (01) Indicator: # Technical and logistic support to LGs/ DDM/MDMR/ CSO events 2020 Target/Deliverables: 03 Related CPO Outcome: 3 Baseline: 2019 (01) Indicator: # Technical support to DDM 2020 Target/Deliverables: 03 Related CPO Outcome: 4 Baseline: 2019 (01) Indicator: # Technical support to DDM 2020 Target/Deliverables: 03 Related CPO Outcome: 4	3. Activity Result : Disaster affected people, community and businesses are supported; and environmental ecosystem restored, to achieve a resilient recovery for continuation of sustainable development goals (SDGs) Guideline on Sectoral/Localized Post disaster Recovery Framework Provide technical and logistic support to LGs/ DDM/MDMR/ CSO (Day/event observation and celebration, attending global seminars, publication etc.) Provide Consultancy support to DDM/MDMR/ CSO (Consultant, Study) in/its DRM initiatives Communication Materials including Brochure, UNDP Crisis Response Packages and UNDP Response Process Documentation			X			UNDP	04000	00012	71300	Local Consultant	8,000
				X			UNDP	04000	00012	75700	Training/Workshop/Learning	7,000
					X		UNDP	04000	00012	75700	Training/Workshop/Learning	5,000
				X			UNDP	04000	00012	74200	Printing & Publication	10,000
	Sub-Total of DRPF TRAC-Activity 3											30,000
CERF: 19-RR-UDP-010 Number of displaced PHHs in Jamalpur, Kurigram and Gaibandha district who received a shelter cash grant and NFI support. Total 5402 (2019 & 2020)	CERF-OCHA: Emergency Shelter Support for the most Vulnerable Flood Affected Female Headed Families in Jamalpur, Kurigram and Gaibandha Districts of BGD Shelter Specialist and Programme Mgt./ Ops. Support Project Coordinator Technical Officer -2 M&E Officer -1 Field Assistant-1 UNV Emergency Cash Grant Local Travel Office Stationeries and supplies Distribution event/ Meeting/ Workshop/ Seminar Programme quality assurance, coordination and mgt. (DPC) Indirect Project Support Cost (GMS) 7%		X	X	X	X	UNDP	30000	11362	71400	Service Contract-Individual	13,000
			X				UNDP	30000	11362	71300	Local Consultant	2,600
			X				UNDP	30000	11362	71300	Local Consultant	5,900
			X				UNDP	30000	11362	71300	Local Consultant	3,100
			X				UNDP	30000	11362	71500	UN Volunteers	3,000
			X				UNDP	30000	11362	72100	Svc Co-Humanitarian Aid	18,000
			X				UNDP	30000	11362	71600	Travel	5,650
			X				UNDP	30000	11362	72500	Stationery & Office Supply	2,485
			X				UNDP	30000	11362	75700	Training/Workshop/Learning	12,000
			X				UNDP	30000	11362	74500	Direct Project Costs - DPC	15,000
			X				UNDP	30000	11362	75100	Facilities & Administration	5,645
	Sub-Total of CERF-OCHA Activity 3											86,280
Total of Atlas Activity # 3												116,280
Atlas Activity # 4: Project Management Project Management Support: - HR: Service Contracts - Common Services - Operational Cost	4. Activity Result: Effective project management, monitoring, evaluation and quality assurance services Project Manager (National) Administration and Finance Officer (National) Driver cum Messenger (National) National Consultant-M&E and Reporting / Intern Conduct Monitoring visits by project staffs and mgt. staffs Document/Report Printing and publications/ IEC materials		X	X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	-
			X				UNDP	04000	00012	71400	Service Contract-Individual	14,000
			X				UNDP	04000	00012	71400	Service Contract-Individual	10,000
			X				UNDP	04000	00012	71300	Local Consultant	5,000
			X				UNDP	04000	00012	71600	Travel	4,000
			X				UNDP	04000	00012	74200	Printing and Publications	4,000

Shah Zahidur Rahman
Project Manager a.i
Disaster Response & Recovery Facility
UNDP Bangladesh

EXPECTED OUTPUTS <i>Components or major interim Results of the project ; To be shown as Activities in Atlas</i>	PLANNED ACTIVITIES <i>Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas</i>	Timeframe				Responsible Party	Fund Code	Planned Budget		YEAR 2020 Amount (USD)	
		Q1	Q2	Q3	Q4			Donor	Budget Code		
Atlas Activity # 5: Support to CXB District Development Plan	Common Service- Premises/Rent/ Security/ Clinic	X	X	X	X	UNDP	04000	00012	73100	Rental & Maint-Premises	10,000
	Common services -Communication	X	X	X	X	UNDP	04000	00012	72400	Common Services-Comm	3,000
	Office Stationery and Supplies	X	X	X	X	UNDP	04000	00012	72500	Supplies	8,000
	Office Equipment & Furniture	X	X	X	X	UNDP	04000	00012	72200	Equipment and Furniture	5,000
	IT Equipments and Accessories	X	X	X	X	UNDP	04000	00012	72800	Information Tech. Equipmnt	5,000
	Leased vehicles/ Rent-A-Car	X	X	X	X	UNDP	04000	00012	73400	Leased Vehicles	3,000
	Project Vehicle's Fuel	X	X	X	X	UNDP	04000	00012	72300	Fuel, petroleum, other oils	4,000
	Repair and maintenance-Equipment	X	X	X	X	UNDP	04000	00012	73400	Rental & Maint-other equip	5,000
	Total of Atlas Activity # 1 to 4 (DRRF Core Activity)										80,000
	Total of Atlas Activity # 1 to 4 (DRRF Core Activity)										386,280
Total of Atlas Activity # 5											
Atlas Activity # 6: Support-RIG Cluster Prog. Operation HR: Service Contract Common Services Operational Cost	6. Activity Result: Effective Operations of Resilience & Inclusive Growth Cluster Programme										
	RIG: Finance & Admin Officer	X	X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	22,000
	RIG: Prog.Assistant/ HR Assistant	X	X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	12,000
	RIG: Programme Assistant- Climate Change		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	10,000
	RIG: Field Assistant-01 UNV		X	X	X	UNDP	04000	00012	71500	Service Contract-Individual	7,000
	RIG: Project Officer - Chemical (6 months)	X	X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	19,000
	Common Service-Premises/Security/Clinic	X	X	X	X	UNDP	04000	00012	73100	Rental & Maint-Premises	3,500
	Capacity Development/ Training/ Workshop/Learning	X	X	X	X	UNDP	04000	00012	75700	Training/Workshop/Learning	9,000
	Communication/ E-mail, Internet, ICT help-desk	X	X	X	X	UNDP	04000	00012	72400	Communications	2,500
	Programme quality assurance, coordination and mgt. (DPC)	X	X	X	X	UNDP	04000	00012	84300	Services to projects -CO staff	5,500
Total of Atlas Activity # 6										90,500	
Atlas Activity # 7: RIG Cluster - Development of Project Proposal on Climate Change, GCF, GEF Engaging IC and Institution for Proposal Development, Validation Workshop and Operational Cost	7. Activity Result: Development of proposal on climate change and ethnic minorities for GCF and GEF 7 PIF										
	Individual Consultants-International		X	X	X	UNDP	04000	00012	71200	International Consultant	10,000
	Individual Consultants-National	X	X	X	X	UNDP	04000	00012	71300	Local Consultant	95,000
	Development of Project Proposal on GCF as part of UNESCO	X	X	X	X	UNESCO	001994	00012	72100	Contractual Services-UNESCO	50,000
	Support to Deluti Union Parishad	X	X	X	X	DELUTI UP	010830	00012	72100	Contractual Svcs-DELUTI UP	2,500
	Organize training, workshop, meeting, seminar etc.	X	X	X	X	UNDP	04000	00012	75700	Training/Workshop/Learning	18,000
	Travel for field visit/ mission	X	X	X	X	UNDP	04000	00012	71600	Travel	9,000
	Communication/ E-mail, Internet, ICT help-desk	X	X	X	X	UNDP	04000	00012	72400	Communications	3,400
	Printing & Publications / Knowledge product	X	X	X	X	UNDP	04000	00012	74200	Printing and Publications	5,000
	Stationery and Office Supplies	X	X	X	X	UNDP	04000	00012	72500	Supplies	5,000
Leased Vehicles for Field Mission	X	X	X	X	UNDP	04000	00012	73400	Leased Vehicles	5,000	
Programme quality assurance, coordination and mgt. (DPC)	X	X	X	X	UNDP	04000	00012	84300	Services to projects -CO staff	12,000	
Sub-Total: Development of Project Proposal: GEF & GCF										215,000	

EXPECTED OUTPUTS <small>Components or major interim Results of the project. To be shown as Activities in Atlas</small>	PLANNED ACTIVITIES <small>Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas</small>	Timeframe				Responsible Party	Fund Code	Planned Budget		
		Q1	Q2	Q3	Q4			Donor Code	Budget Code	YEAR 2020 Amount (USD)
Engaging IC for Proposal Development, Validation Workshop and Travel Cost.	Eco-Friendly Bricks Project Initiatives:									
	Individual Consultant for Proposal Development	X	X	X	X	UNDP	04000	00012	Local Consultant	21,000
	Locally made green bricks Equipment Rent, Labour & others	X	X	X	X	UNDP	04000	00012	Rental & Maint-Other Equip	19,000
	Organize training, workshop, meeting, seminar etc.	X	X	X	X	UNDP	04000	00012	Training/Workshop/Learning	5,000
	Travel/ Mission	X	X	X	X	UNDP	04000	00012	Travel	5,000
	Sub-Total: Eco-Friendly Bricks Project Initiatives									50,000
									Total of Atlas Activity # 7	265,000
Atlas Activity # 8: Establish CO Research Facility	8. Activity Result: Establish a Research Facility for BGD CO									
HR Service Contract	Research Officer	X	X	X	X	UNDP	04000	00012	Service Contract-Individual	62,000
Common Service	Communication/ E-mail, Internet, ICT help-desk	X	X	X	X	UNDP	04000	00012	Communications	1,000
Operational Cost	Computer Software (Stata, Tableau, SQL etc)	X	X	X	X	UNDP	04000	00012	Maint & Licensing-Software	3,000
	Printing & Publications / Knowledge product	X	X	X	X	UNDP	04000	00012	Printing and Publications	2,000
	Collaborative Research/ Conference	X	X	X	X	UNDP	04000	00012	Training, Workshops, Confer	10,000
	Capacity Building/ Training Course	X	X	X	X	UNDP	04000	00012	Learning Cost	7,000
	Travel/ Mission (Domestic/International)	X	X	X	X	UNDP	04000	00012	Travel	7,000
	Common Service-Premises/Security/Clinic	X	X	X	X	UNDP	04000	00012	Rental & Maint-Premises	3,000
	Programme quality assurance, coordination and mgt. (DPC)	X	X	X	X	UNDP	04000	00012	Services to projects -CO staff	5,000
									Total of Atlas Activity # 8	100,000
									Total 2020 DRRF Project Budget	841,780

Arif Abdullah Khan
Programme Analyst
Climate Change & Disaster Risk Management
UNDP Bangladesh

Shah Zahidur Rahman
Project Manager a.i
Disaster Response & Recovery Facility
UNDP Bangladesh

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget			
		Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	YEAR 2020 Amount (USD)
Total 2020 DRRF Project Budget 841,780											

Summary of AWP of DRRF 2020 (Project ID-00112092 Award ID: 00113842):

Output:	Amount US\$
Output-1 (DRRF : Effective DRRF Support of the GoB)	100,000
Output-2 (DRRF : National Capacity Development)	90,000
Output-3 (DRRF : Disaster Affected Support/Response/ CERF)	116,280
Output-4 (DRRF: Project Management)	80,000
Output-5 (CXB District Development Plan-DDP-Phase-1)	-
Output-6 (RIG Cluster Prog. Mgt. Support-SC Salaries)	90,500
Output-7 (RIG Cluster: PP Dev-GCF/GEF and Eco-Friendly Bricks)	265,000
Output-8 (Establish CO Research Facility)	100,000
Total Budget:	841,780
Donor:	
CORE/TRAC FUND : Fund: 04000, Donor: 00012	755,500
UNOCHA-CERF : Fund: 30000, Donor: 11382	86,280
Total Budget	841,780
Implementing Agency:	
UNDP: 001981	789,180
NIM : UNESCO (001994)	50,000
NIM : DELUTI UP (010830)	2,600
Total Project Budget:	841,780

30/5/2020


Sudipto Mukerjee
Resident Representative


Md. Kkurehid Alam
Assistant Resident Representative


Arif Abdullah Khan
Programme Analyst


Shah Zahidur Rahman
Project Manager a.i

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

UNDP Bangladesh
Human Resources/ Recruitment Plan - 2020

Project : Disaster Response and Recovery Facility (DRRF) 00112092
Cluster : Resilience and Inclusive Growth Cluster

1. Position Management- Existing Staff

Name	Position title	Contract modality	Category/ Band	No. Positions	Contract end date	Planned extension	Funding availability	Remarks
Shah Zahidur Rahman	Shelter Specialist	SC	SB4	1	30/9/2020	30/9/2021	Yes	Core DRRF
Saudia Anwer	Capacity Building Specialist	SC	SB4	1	30/9/2020	30/9/2021	Yes	Core DRRF
Md. Golam Mostafa	Admin and Finance Officer	SC	SB3	1	30/9/2020	30/9/2021	Yes	Core DRRF
Tahmina Tamanna	Programme Associate	SC	SB3	1	31/8/2020	31/8/2021	Yes	Core DRRF
Hafizur Rahman	Driver cum Messenger	SC	SB1	1	30/11/2020	30/11/2021	Yes	Core DRRF
Md. Shafayat Rahman	Field Assistant	UNV Contract	UNV	1	31/05/2020	31/12/2020	Yes	CERF + Cluster

Existing Staff under Resilience Cluster and CO Research Facility

Rezaul Karim Miah	Admin and Finance Officer	SC	SB3	1	15/06/2020	15/06/2021	Yes	R&G Cluster
Shimul Barua	HR Assistant (Integrated Support Solution)	SC	SB2	1	30/06/2020	30/06/2021	Yes	R&G Cluster
Sattya Ranjan Bhattacharjee	Project Officer - Chemical	SC	SB4	1	09/06/2020	09/06/2021	Yes	R&G Cluster
Sarah Amena Khan	Research Officer	SC	SB2	1	15/09/2020	15/09/2021	Yes	Research Facility
Sohara Mehroze Shachi	Research Officer	SC	SB3	1	31/08/2020	31/08/2021	Yes	Research Facility
Shadlee Rahman	Research Officer	SC	SB3	1	07/09/2020	07/09/2021	Yes	Research Facility

2. Recruitment Plan for 2020 - New Hire

Position	AWP reference	Contract modality	Number of positions	Category/ Band	Contract duration	Expected Date of joining	Funding availability	Remarks
Vacant	AWP-2020 (Version-F)	Intern	3		for 3 months	1/4/2020	Yes	For Core DRRF
Vacant	Programme Assistant- Climate Change	SC	1	SB2	12 months	1/4/2020	Yes	For Climate Change Portfolio
Vacant	Research Officer (CO Research Facility)	SC	1	SB3	12 months	1/4/2020	Yes	For CO Research Facility

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Arif Abdullah Khan
Programme Analyst
Climate Change & Disaster Risk Management
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Md. Khurshid Alam
Assistant Resident Representative
UNDP Bangladesh

Project Name: Disaster Response & Recovery Facility (DRRF) Procurement Plan - 2020

Country Office	Bangladesh
Submitted by:	Shah Zahidur
Date:	16/02/2020

Instructions:

- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects
- If you need additional lines, right-click and "Insert" rows, do not copy-paste, to keep drop-down menus & format.

Project Name	Project ID	Type of Procurement Action	Title of Procurement Action	Procurement Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Multi-year contract in USD	Is Amendment ?	Amendment Value (USD)	Procurement request submission date	Target Purchase Order Date (if Goods) and Contract Start Date (if Civil Works, IC, or Services)	Final Delivery Date of Goods/Services/Civil works/IC	End user of goods, services or works	Procurement Process Status	Remarks
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	International Consultant-Review of FSCD Guidelines Preparation	Job	1	\$16,000.00	\$16,000.00	\$16,000.00	No	\$0.00	15-Apr-20	1-May-20	31-Aug-20	PM-DRRF	Not Started	Act-2
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	National Consultant-FSCD Reform Initiatives (Training)	Job	1	\$8,000.00	\$8,000.00	\$8,000.00	No	\$0.00	15-Apr-20	1-May-20	30-Sep-20	PM-DRRF	Not Started	Act-2
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	National Consultant-FSCD Reform Initiatives (Legal)	Job	1	\$8,000.00	\$8,000.00	\$8,000.00	No	\$0.00	15-Apr-20	1-May-20	30-Sep-20	PM-DRRF	Not Started	Act-2
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	National Consultant-FSCD Reform Initiatives (Advisory & Coordination)	Job	1	\$8,000.00	\$8,000.00	\$8,000.00	No	\$0.00	15-Apr-20	1-May-20	30-Sep-20	PM-DRRF	Not Started	Act-2
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	National Consultant-Migration	Job	1	\$8,000.00	\$8,000.00	\$8,000.00	No	\$0.00	15-Mar-20	1-Apr-20	15-Dec-20	PM-DRRF	Not Started	Act-2
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	National Consultant-for preparation of Guideline on Sectoral /Localized Post Disaster Recovery Framework	Job	1	\$8,000.00	\$8,000.00	\$8,000.00	No	\$0.00	15-Apr-20	15-May-20	31-Jul-20	PM-DRRF	Not Started	Act-3
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	Development of Proposal for Eco-Friendly Bricks project	Job	1	\$14,000.00	\$14,000.00	\$14,000.00	No	\$0.00	15-Apr-20	1-May-20	30-Oct-20	Program Analyst-CCDRM	Not Started	Act-7
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	National Consultant-Support to Development of Proposal for Eco-Friendly Bricks project	Job	1	\$7,000.00	\$7,000.00	\$7,000.00	No	\$0.00	15-Apr-20	1-May-20	30-Oct-20	Program Analyst-CCDRM	Not Started	Act-7
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	International Consultant-Support to Develop Project Proposal for Climate Change	Job	1	\$10,000.00	\$10,000.00	\$10,000.00	No	\$0.00	15-May-20	15-Jun-20	30-Sep-20	Climate Change Specialist	Not Started	Act-7
DRRF	00112092	IC	Individual Consultant (IC) - Local	Others	Develop Project Proposal for Climate Change, GCF, GFF	Job	9	\$10,000.00	\$90,000.00	\$90,000.00	No	\$0.00	15-May-20	15-Jun-20	30-Nov-20	Climate Change Specialist	Not Started	Act-7
Total Estimated 2020 Procurement Plan (USD)									177,000	177,000	-							
Add:																		
DRRF	00112092	Contract	Institutional Services Contract		Other Services - Financial Services Institution for CERF Cash Grants Disbursement to Beneficiaries	Job	1	\$83,119.00	\$83,119.00	\$83,119.00	Yes	\$83,119.00	18-Feb-20	25-Feb-20	31-Mar-20	PM-DRRF	Started	Act-3
Total=									\$260,119.00	\$260,119.00								\$83,119.00



Md. Golam Mostafa
Administration & Finance Officer
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Arif Abdullah Khan
Programme Analyst
Climate Change & Disaster Risk Management
UNDP Bangladesh

Bureau: RBAP | Business Unit: Bangladesh | Project ID: 00112092 | Year: 2020 | Report Date: February 24, 2020

#	Request ID	Requester Name	Title of Procurement Action	Type of Procurement Action	Procurement Category	Estimated Contract Value (USD)	Is Amendment?	Amendment Value (USD)	Submission Date for Documents	Target Purchase Order Date (If Goods)	Planned Contract Start Date (If Civil Works, IC, or Services)
1	BGD-0000093735	Md Golam Mostafa	Contact Amend with Bank Asia: UNDP-BD-ISC-2019-014	Services	Other Services - Financial Services Institution for CERF Cash Grants Disbursement to Beneficiaries	0	Yes	83,119			
2	BGD-0000094317	Md Golam Mostafa	DRRF-Int. Consultant for FSCD Guidelines Preparation	Individual Contract	Individual Consultants - International	16,000	No	0			01-May-20
3	BGD-0000094318	Md Golam Mostafa	DRRF-National Consultant for FSCD Reform Initiatives (Training)	Individual Contract	Individual Consultants - National	8,000	No	0			01-May-20
4	BGD-0000094319	Md Golam Mostafa	DRRF-National Consultant for FSCD Reform Initiatives (Legal Affairs)	Individual Contract	Individual Consultants - National	8,000	No	0			01-May-20
5	BGD-0000094320	Md Golam Mostafa	DRRF-National Consultant for FSCD Reform Initiatives (Advisory & Coordination)	Individual Contract	Individual Consultants - National	8,000	No	0			01-May-20
6	BGD-0000094321	Md Golam Mostafa	DRRF-National Consultant for Migration affairs	Individual Contract	Individual Consultants - National	8,000	No	0			01-Apr-20
7	BGD-0000094322	Md Golam Mostafa	DRRF-National Consultant for prep. of Guidelines-PDNA Framework	Individual Contract	Individual Consultants - National	8,000	No	0			15-May-20
8	BGD-0000094323	Md Golam Mostafa	DRRF-National Consultant for Dev. Proposal on Eco-Friendly Bricks	Individual Contract	Individual Consultants - National	14,000	No	0			01-May-20



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#	Request ID	Requester Name	Title of Procurement Action	Type of Procurement Action	Procurement Category	Estimated Contract Value (USD)	Is Amendment?	Amendment Value (USD)	Submission Date for Documents	Target Purchase Order Date (if Goods)	Planned Contract Start Date (if Civil Works, IC, or Services)
9	BGD-0000094324	Md Golam Mostafa	DRRF-National Consultant-Support to Dev. Proposal on Eco-Friendly Bricks	Individual Contract	Individual Consultants - National	7,000	No	0	0		01-May-20
10	BGD-0000094325	Md Golam Mostafa	DRRF-National Consultant-Review Dev. Proposal on Climate Change/GCF	Individual Contract	Individual Consultants - International	10,000	No	0	0		15-Jun-20
11	BGD-0000094326	Md Golam Mostafa	DRRF-IC: 09 National Consultants- RIG Cluster (TBD)	Individual Contract	Individual Consultants - National	90,000	No	0	0		15-Jun-20
TOTAL						177,000		83,119			
Grand Total (Estimated Contract Value+ Amendment Value)							260,119				



Md. Golam Mostafa
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Project Monitoring and Evaluation Plan

Disaster Response & Recovery Facility (2018-2022)									
00112092									
CPD Outcome 3: Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups									
SP Outcome 3: Strengthen resilience to shocks and crisis									
SP Outcome 1: Advance Poverty Eradication in all its forms and dimensions									
Expected Output 1: UNDP has an effective Disaster Response and Recovery Facility to support the Government of Bangladesh.									
Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
1. Amount of resources mobilized for response and recovery	113.13 m. [2017] (by DRF and ERD)	Total 164.28 m. [2022: cumulative] (113.13 + 51.15) 51.15 m. [2022] 49.75 m. [2021] 1.44 m. [2020] 1.14 m. [2019] 0.45 m. [2018]	[Dec-2019]	Project report, review	DRRF Annual Progress Report; Year-end AWP Review meeting minutes	Annual	Project Manager M&E Personnel		
2. Business Continuity plan of DRRF developed for Large Scale Disasters	0/[2017]	Total 1/[2022: cumulative] 1/[2022] 1/[2021] 1/[2020] 0/[2019] 0/[2018]	0/[Dec-2019]	Review and observation	Review of continuity plan; DRRF Annual Progress Report	One-off	Project Manager M&E Personnel		
3. Number of UNDP SURGE personnel (Male/Female) ready for deployment	23/[2017]	53 [2022: cumulative] (23 + 30) 30/2022 30/[2021] 15/[2020] 0/[2019] 0/[2018]	23/[Dec-2019]	Review and observation	SURGE Training Report; DRRF Annual Progress Report	Annual	Project Manager M&E Personnel		UNDP has a strong commitment with the Government of Bangladesh to provide support in disaster response and recovery
4. UNDP Disaster Response strategy developed	0/[2017]	Total 1/[2022: cumulative] 1/[2022] 1/[2021] 1/[2020] 0/[2019] 0/[2018]	23/[Dec-2019]	Review and observation	SURGE Training Report; DRRF Annual Progress Report	Annual	Project Manager M&E Personnel	Any M&E activity cost for this output	A full commitment of funding from UNDP and DP to the establishment of response and recovery facility.
5. A set of training plan and guideline developed for UNDP SURGE team	0/[2017]	Total 1/[2022: cumulative] 1/[2022] 1/[2021] 1/[2020] 0/[2019] 0/[2018]	0/[Dec-2019]	Review and observation	SURGE Training Report; Training guideline and plan; DRRF Annual Progress Report	Annual	Project Manager M&E Personnel		

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Saudia Anwer
Capacity Building Specialist
Disaster Response & Recovery Facility
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M&E Page 2

Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (N/A)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
6. Number of Training organized on SURGE for UNDP personnel	1/2017 (by ERG)	Total 3/2022: cumulative/ (1 + 2) 2/2022/ 2/2021/ 1/2020/ 0/2019/ 0/2018	1/Dec-2019	Review and observation	SURGE Training Report; Training guideline and plan; DRRF Annual Progress Report	Annual	Project Manager M&E Personnel		
7. Number of Guideline/ Strategic paper/Action plan developed for better advocacy with relevant ministries on effective disaster response and recovery	0/2017	Total 1/2022: cumulative/ 1/2022/ 1/2021/ 1/2020/ 0/2019/ 0/2018	0/Dec-2019	Review and observation	DRRF Annual Progress Report; Review of Guideline Action Plan Strategic Paper	Annual	Project Manager M&E Personnel		

Expected Output 2: National capacity is further enhanced for resilient recovery to protect development gains from recurrent and extensive disaster

Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
8. Number of Disaster Recovery Strategy/guideline developed by government with support from UNDP	0/2017	Total 3/2022: cumulative/ 3/2022/ 3/2021/ 2/2020/ 0/2019/ 0/2018	0/Dec-2019	Endorsement letter, Mo/DRM/DDM website, Review and observation	DRRF Annual Progress Report; Review of Guideline Action Plan Strategic Paper	Annual	Project Manager M&E Personnel		
9. Development of Sectoral Guideline on Post Disaster Recovery Assessment and adopted by the government	0/2017	Total 1/2022: cumulative/ 1/2022/ 1/2021/ 0/2020/ 0/2019/ 0/2018	0/Dec-2019	Endorsement letter, Review and observation	DRRF Annual Progress Report; Review of Guideline Action Plan Strategic Paper	Annual	Project Manager M&E Personnel		
10. Development of Guideline for reform and re-structured of Fire Service and Civil Defense	0/2017	Total 2/2022: cumulative/ 2/2022/ 2/2021/ 1/2020/ 0/2019/ 0/2018	0/Dec-2019	Endorsement letter, Mo/DRM/DDM and FSCD website, Review and observation	DRRF Annual Progress Report; Review of Guideline Action Plan Strategic Paper	Annual	Project Manager Shelter Specialists M&E Personnel		
11. Number of Post Disaster Recovery Assessment conducted by the government	0/2017	Total 1/2022: cumulative/ 1/2022/ 0/2021/ 0/2020/ 0/2019/ 0/2018	0/Dec-2019	Mo/DRM/DDM website, Review and observation	DRRF Annual Progress Report; Post disaster Recovery Assessment Report	Annual	Project Manager Capacity Development Specialist M&E Personnel		Line ministries departments agencies and UNDP committed to applying

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Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
12. Number of people from Ministry of Disaster Management and Relief (MoDMR), Department of Disaster Management (DDM), Civil Society Organizations (CSOs), Non-government Organizations (NGOs) and other UN Organizations participating in training on Post Disaster Recovery Assessment	0/2017	Total 90/2022: cumulative / 90/2022 / 60/2021 / 30/2020 / 0/2019 / 0/2018	0/Dec-2019	Review, observation and survey	Training report on Post Disaster Recovery Assessment; DRRF Annual Progress Report;	Annual	Project Manager Capacity Development specialist M&E Personnel		their acquired capacity in disaster response and recovery. MoDMR, including DDM and other line ministries, consider the priority and use the enhanced capacity to conduct Post Disaster Need Assessment (PDNA) and prepared recovery strategy.
13. Percentage of Disaster Relief and Rehabilitation Officials (DRROs) & Project Implementation Officials (PIOs) & Local Government Officials who have adequate 'Level of Understanding' about Disaster Response and Contemporary Development Discourse	5/0% [2017]	Total 90% [2022: cumulative] / 90% [2022] / 80% [2021] / 70% [2020] / 0/2019 / 0/2018	[Dec-2019]	Review, observation and survey	Training report; Training Evaluation Report; DRRF Annual Progress Report;	Annual	Project Manager Capacity Development specialist M&E Personnel		DRRF-PMI including UNDP committed to using their enhanced capacity in the coordination of early recovery and shelter sector
14. Percentage of volunteers who have adequate 'Level of Understanding' on the Disaster Response and Recovery	5/0% [2017]	Total 90% [2022: cumulative] / 90% [2022] / 80% [2021] / 70% [2020] / 0/2019 / 0/2018	[Dec-2019]	Review, observation and survey	Training report; Training Evaluation Report; DRRF Annual Progress Report;	Annual	Project Manager Capacity Development specialist M&E Personnel		
15. Number of UNDP pre-qualified NGOs and consultants ready for response and recovery operations in emergency	7/6 [2017] (by ERF)	Total 106/2022: cumulative / (76+30) / 30/2022 / 30 [2021] / 15/2020 / 0/2019 / 0/2018	7/6 [Dec-2019]	Review and observation	Roster of NGOs and Consultants; ToR for NGOs and Consultants; DRRF Annual Progress Report;	Annual	Project Manager Capacity Development specialist M&E Personnel		
16. Development of guideline and endorsed for simplification of the procurement process during the emergency	0/2017	Total 1/2022: cumulative / 1/2022 / 1 [2021] / 1/2020 / 0/2019 / 0/2018	0/Dec-2019	Review and observation	Review of guidelines DRRF Annual Progress Report;	Annual	Project Manager Capacity Development specialist M&E Personnel		

Expected Output 3: Disaster affected people, community and businesses are supported and environmental ecosystem restored, to achieve a resilient recovery for continuation of sustainable development goals (SDGs).

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Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
17. Number of disaster-affected households who received emergency recovery support after disaster	2017	Total 17,280 (2022: cumulative) 17,280 (2022) 12,960 (2021) 8,640 (2020) 4,320 (2019) 0 (2018)	43.0 (Dec-2019)	Project survey, Review and observation	Survey reports/ lists of beneficiary households; CERF Report; DRRF Annual Progress Report	Annual	Project Manager Shelter Specialists M&E Personnel		
18. Number of assessment conducted on environmental ecosystems and contentment of chemical spillage/contamination	2017	Total 1 (2022: cumulative) 1 (2022) 0 (2021) 0 (2020) 0 (2019) 0 (2018)	1 (Dec-2019)	Review and observation	DRRF Annual Progress Report	Annual	Project Manager M&E Personnel		
19. Percentage of Local Government personnel who have adequate 'Level of understanding' on Disaster Response and Recovery	50% (2017)	Total 90% (2022: cumulative) 90% (2022) 80% (2021) 70% (2020) 0 (2019) 0 (2018)	100 (Dec-2019)	Review, observation and survey	Training report; Training Evaluation Report; DRRF Annual Progress Report	Annual	Project Manager Capacity Development specialist M&E Personnel		The requirement will arise from the government after any large scale disaster and UNFPA will mobilize funds from DRRF window.
20. Number of disaster-affected individual who obtain emergency employment	2017	Total 10,000 (2022: cumulative) 900 (2022) 4,500 (2021) 4,500 (2020) 100 (2019) 0 (2018)	100 (Dec-2019)	Survey, Review and observation	CERF Report; DRRF Annual Progress Report	Annual	Project Manager M&E Personnel	Any M&E activity cost for this output	UNDP will mobilize funds from the DRRF funding window and the government will provide priority on recovery activities. A strong and effective partnership will develop among government, UNDP and partner NGOs.
21. Development of business continuity plan	0 (2017)	Total 1 (2022: cumulative) 1 (2022) 1 (2021) 0 (2020) 0 (2019) 0 (2018)	0 (Dec-2019)	Review and observation	DRRF Annual Progress Report; Review of business continuity plan	Annual	Project Manager M&E Personnel		
22. Number of Training/Workshop/Learning events conducted on Social Cohesion to address social risks	0 (2017)	Total 2 (2022: cumulative) 2 (2022) 1 (2021) 0 (2020) 0 (2019) 0 (2018)	0 (Dec-2019)	Survey, Review and observation	DRRF Annual Progress Report; Workshop report	Annual	Project Manager M&E Personnel		

Expected Output 4: Effective project management, monitoring, evaluation and quality assurance services

Project Manager

Baseline

Target

Progress Against Target

Data Collection Methods

Means of Verification

Frequency

Responsibilities

Resources (Cost)

Assumptions and Risks

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Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Project Output Indicators	2017	2018-2022	(M/Y)	(M&E Activities)	(data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
23. Score of the project performance	2017	"Satisfactory" in TE [2022] "Satisfactory" in MTR [2021] 01/2020 01/2019 01/2018	01/Dec-2019	Review	MTR Report; TE Report	Annual	External M&E Personnel		
24. Number of periodic monitoring report prepared	2017	Total 3 [2022: cumulative] 3 [2022] 2 [2021] 1 [2020] 0 [2019] 0 [2018]	01/Dec-2019	Review and observation	MTR Report; TE Report	Annual	External M&E Personnel	Any M&E activity cost for this output	Output wise assumptions and risks
25. Number of monitoring visits conducted by senior management staff and BTOR (Back to Office Report) prepared	2017	Total 3 [2022: cumulative] 3 [2022] 2 [2021] 1 [2020] 0 [2019] 0 [2018]	01/Dec-2019	Review and observation	Monitoring Report	Annual	External M&E Personnel		
26. Number of project evaluations conduct and endorsed by the project board	2017	Total 3 [2022: cumulative] 3 [2022] 2 [2021] 1 [2020] 0 [2019] 0 [2018]	01/Dec-2019	Review and observation	BTOR	Annual	UNDP Senior Official		
SP Output: (SP Output 1.3.1: Resilience): National capacities and evidence-based assessment and planning tools enable gender-responsive and risk-informed development investments, including for response to and recovery from crisis									
SP Output Indicators with code number	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Existence of new development, risk reduction and recovery interventions that are informed by multi-hazard and other risk assessments [1.3.1.2]	2017	Total 2 [2022: cumulative] 1 [2022] 1 [2021] 0 [2020] 0 [2019] 0 [2018]	01/Dec-2019	Survey, Review, MoDRM DDM Website and observation	DRRF Annual Progress Report; Annual Report of MoDRM	Annual	Project Manager M&E Personnel		

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Project Output Indicators	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
<i>SP Output : (SP Output 3.1.1: Poverty): Core government functions and inclusive basic services restored post-crisis for stabilisation, durable solutions to displacement and return to sustainable development pathways within the framework of national policies and priorities</i>									
SP Output Indicators with code number	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Country is supported by UNDP, upon request, with targeted interventions to strengthen core government functions for sustainable recovery and improved service delivery [3.1.1.1]	No [2017]	Yes [2022] Yes [2021] 0 [2020] 0 [2019] 0 [2018]	0 [Dec-2019]	Survey, Review, MoDRM/DDM Website, National report, Policy report	DDRF Annual Progress Report; Annual Report of MoDRM	Annual	Project Manager M&E Personnel		
Number of people benefitting from jobs and improved livelihoods in crisis or post-crisis settings, disaggregated by sex and other characteristics [3.1.1.3]	0 [2017]	Total 80,179 [2022: cumulative] 60,179 [2022] 60,134 [2021] 38,534 [2020] 20,044 [2019] 0 [2018]	0 [Dec-2019]	Survey, Review, MoDRM/DDM Website, National report, Policy report	DDRF Annual Progress Report; Annual Report of MoDRM	Annual	Project Manager M&E Personnel		

Evaluation

Evaluation Title	UNDP Strategic Plan Outcome	Partners (Joint evaluation?)	Evaluation commissioned by (if not UNDP)	Type of Evaluation	Planned Evaluation Completion Date (Month/Year)	Estimated Cost	Provisional Source of Funding
Mid-term Review of Disaster Recovery and Response Facility	SP Outcome 3: Strengthen resilience to shocks and crisis SP Outcome 1: Advance Poverty Eradication in all its forms and dimensions			Mid-term Review	Jan-21	10,000	UNDP
Terminal Evaluation of Disaster Recovery and Response Facility	SP Outcome 3: Strengthen resilience to shocks and crisis SP Outcome 1: Advance Poverty Eradication in all its forms and dimensions			End project evaluation	Dec-22	15,000	UNDP

⁽¹⁾ A number of evaluations with be completed collaboratively with development partners, including EC, DFID, Danida and others

[Signature]

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[Signature]
Arif Abdullah Khan
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Climate Change & Disaster Risk Management
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GENDER ACTION PLAN-2020

Disaster Response and Recovery Facility (DRRF)

Project ID: 00112092

Gender Action Plan for the year 2020

Actions	Person/Unit Responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount (USD)	%	
Component 1: Effective DRRF Support					
Output: Capacity of DRRF staffs and CO office to ensure support for gender inclusive Disaster Management					
Setting-up of CO surge capacity (addressing gender issues)	CD, Programme Analyst, Shelter Specialist, Capacity Building Specialist	Q3, Q4	250	5%	Number of staffs with advanced knowledge on gender issues
Training of DRRF staffs on gender related issues	Programme Analyst and Project Manager	Q1, Q2, Q3 and Q4	800	10%	
Component 2: National capacity enhanced for Disaster Management					
Output: Capacity of national institutions for gender inclusive Disaster Management					
Capacity building and Training (incorporating Gender Issues) on Disaster Recovery to MoDMR officials, CSOs, Cluster partners and Partner NGOs	Programme Analyst and DRRF Team	Q2, Q3	4,000	30%	No. of Participants and Ratio of male-female participants; contents of the training
Online Training Platform for MoDMR	Programme Analyst and DRRF Team	Q1, Q2	500	5%	Content addressing gender issues
Component 3: Support to Disaster Affected Community					
Output: Disaster affected people, community and businesses are supported; and environmental ecosystem restored, to achieve a resilient recovery for continuation of sustainable development goals (SDGs)					
Guideline on Sectoral /Localized Post disaster Recovery Framework addressing gender related issues	Programme Analyst and DRRF Team	Q2, Q3, Q4	250	5%	Content addressing gender issues


Saudia Anwer
 Capacity Building Specialist
 Disaster Response & Recovery Facility
 UNDP Bangladesh


Shah Zahidur Rahman
 Project Manager a.i
 Disaster Response & Recovery Facility
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Communication Plan 2020**Disaster Response and Recovery Facility (DRRF)**

ID: 00112092

Introduction to DRRF

Bangladesh has made considerable progress in managing disaster risks over last 10 years. However, large and recurrent nature of hazards poses a very different set of risks to an economy with both impressive economic growth and significant progress in human development. In line with the Sendai Framework of Action and the Government of Bangladesh's 7th Five Year Plan, renewed attention is required to develop the whole society's capacity on preparedness for disaster response & recovery.

An efficient capacity would help Bangladesh achieve both Sustainable Development Goals and a developed country status by 2041. UNDP's proposed Disaster Response and Recovery Facility (DRRF) is a vital contribution towards this ambition. The proposed Facility will adopt an "economy-wide" approach in addition to focusing on household and community level recovery. It will primarily support Ministry of Disaster Management and Relief (MoDMR), and gradually expand its support to selected key sectors at all levels for enhancing national capacity and supporting policy making for resilient recovery.

Goal:

Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups

Objectives:

National capacity of the disaster management system strengthened to reduce unacceptable risks and improve response and recovery activities by adopting a comprehensive risk management culture

Strategy

DRRF's primary aim is to generate self-sustaining, nationally owned, resilient processes for recovery.

It does so by:

- Policy and programmatic support for local and national level recovery;
- Capacity development of key actors involved in disaster recovery; and
- Complementing government's efforts in addressing emergency response and resilient recovery.

National ownership. DRRF promotes national ownership of the early recovery process by:

- engaging national and local authorities in the planning, execution and monitoring of recovery actions;
- providing support to government agencies in developing policies and plans for full recovery;
- assessing recovery needs;
- coordinating the efforts of various agencies;
- preparing recovery plans and
- Developing business continuity plan for private sectors.



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Background

The goal of this communication plan is to plan, manage, monitor and disseminate relevant publications for specific audiences to portray DRRF's achievements, purpose, challenges, partners, and vision. Since the inception of DRRF in 2019, several important results, both on the national and on the field level, have been achieved. To present these achievements in the area of Disaster Response & Recovery and also to showcase contributions by DRRF and, consequently, UNDP, this communication plan will offer guidance how to reach the audience interested in Disaster Recovery and DRRF. To properly manage past and future publications, this Communication Plan is being set up to give the Project Manager a tool to overview future publications and to have already existing publications at her disposal.

- **Setup of this Communication Plan**

The communication plan for DRRF includes an overview of all communication materials that have been produced since the inception of DRRF and an outlook on all materials that will be produced. The communication plan will give a work plan and will set responsibilities for producing the relevant publications as well as a timeline to follow up on publications and have set deadlines at hand.

The staff of DRRF will follow the communication plan, whereas the operative responsibility lies with the Communications-Focal under the supervision of the Project Manager.

To follow-up on pending tasks and to improve internal procedures and communication, the communication plan progress will be reviewed in the scheduled DRRF Team meetings.



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• **Situation analysis/Publications**

#	Publication	Audience	Responsibility	Time of Publication
1	DRRF Factsheet	UNDP, Donors, GoB, INGOs/NGOs, UNDP Website	M&E Focal	bi-annually: January, July
2	DRRF Intervention Snapshots	UNDP, Donors, GoB, INGOs/NGOs, UNDP Website	Communication Focal	quarterly: January, April, July, October
3	Inside Story Contributions	UNDP, UNDP Website	PO, with respective project specialist	
4	Annual Progress Report	UNDP, Donors, GoB	M&E Focal	January
5	Quarterly Progress Report	UNDP, Donors, GoB	M&E Focal	quarterly: April, July, October
6	Donor Reports (as requested)	UNDP, Donors, GoB	M&E Focal	as requested
7	Handbook BS	GoB (ERD, DDM, MoDMR, Local Administration, Local Government and other Ministries), UNDP, Donors, INGO/NGO	CB Specialist	
8	Handbook PIOs/DRROs	DDM	CB Specialist	
9	Annual Report on Disaster Response and Recovery	DDM, MoDMR, LCG-DER, INGOs/NGOs, UNOs	PM, PO	1st Quarter
12	Best Practice Materials			
13	Case studies			
14	Success Stories			
15	Economic Recovery Case Studies		CB Specialist	
16	Shelter Case Studies		Shelter Specialist	
17	Cluster (ER Shelter) Publications		Communication Focal	
18	Evidence based independent studies (Capacity Building of DRROs, PIOs, Economic Recovery)		PM	



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• Timeline of publications:

2020											
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
DRRF Factsheet											
DRRF Intervention Snapshots											
Inside Story Contributions											
Annual Progress Report											
Quarterly Progress Report											
Donor Reports (as requested)											
Handbook BS											
Handbook PIOs/DRROs											
Annual Report on Disaster Response and Recovery											
Best Practice Materials											
Case studies											
Success Stories											
Economic Recovery Case Studies											
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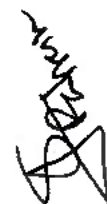


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RESOURCE MOBILIZATION ACTION PLAN

DISASTER RESPONSE AND RECOVERY FACILITY (DRRF) *00112092*
Y2020

Target Partner	Expected funding (+X% or \$Y from \$Z in YYYY)	Targeted area(s) of cooperation* (Linked to new Strategic Plan) (*Can also name the titles of associated projects)	Concrete actions and timing for engagement (Consider partners' budget cycle and most influencing persons for identifying good entry points for partnership and influencing funding decisions by partners. Specify the joint policy dialogues, high level meeting/letters, proposal submissions, etc. Indicate needed CO capacity investments)	Responsible CO Unit/Person (And supporting unit/persons if any)
Donors, Private Sector	\$ TBD	<p>Risked-informed investment in Disaster Recovery</p> <p>Support FSCD and other urban actors to plan for and implement recovery for L3 level emergency.</p> <p>Promote innovation in shelter recovery</p>	<p>There is greater need for risk-informed private sector engagement to risk-proof economic and physical investments and for business continuity after any disaster and by developing ex-ante and ex-post partnerships with Donors and relevant private sectors (on the basis of prior consultation with MoDMR) that can support quick, predictable resource mobilization and implementation of interventions. However, to advocate and mobilize resource effectively and efficiently, the facility requires human resources with specialized knowledge in recovery. Experience indicates that a lack of such knowledge hampers resource mobilization and the strategic quality of interventions. The Project Advisory Board will also meet regularly to review the priorities, resource mobilization</p>	Arif Abdullah Khan supported by DRRF team and consultant if applicable.



Shah Zahidur Rahman
Project Manager a.j
Disaster Response & Recovery Facility
UNDP Bangladesh

Proposed TRAC Allocation for 2020: Resilience and Inclusive Growth Portfolio

SL	Name of the Project	Atlas Output ID	Allocation in US\$	Justification	Remarks
On-going Project					
1	Inclusive Budgeting and Financing for Climate Resilience (IBFCR)	00088547	240,000.00	Resource mobilization is underway, and if realized in 2020, TRAC requirement will go down.	The Project will be operationally closed in September 2020
2	DRRF	00112092	300,000.00	Core DRRF	Only for DRRF
3	Local Government Initiative on Climate Change (LoGIC)	00093426	40,000.00	Part of UNDP contribution to the project.	
4	Strengthening Women's Ability for Productive New Opportunities (SWAPNO)	00090809	200,000.00		
5	National Urban Poverty Reduction Programme (NUPRP)	00092722	200,000.00	This includes cost for designing and assurance of quality of housing component of the project and DPC.	
6	Social Protection Policy Support - SPPS	00090394	50,000.00	To be used for next-generation social security programming. If resource mobilized in 2020 from Donor/DFAT, it may go down	
7	CHTDF		115,000.00		
8	Support to Afforestation and Reforestation	00087558	-	Planned, if needed for 2nd amendment of Project extension	
Sub Total for Projects			1,145,000.00		
Policy, Pipeline Development and Cluster HR					
8	Brick Klin Initiatives (Eco-Friendly Bricks)		50,000.00		DRRF Activity-7
9	GCF Programme and CC Project Development		140,000.00		DRRF Activity-7
10	Development of proposal on GEF (Plastic and Others). PIF Development		75,000.00		DRRF Activity-7
11	Existing HR Support to Cluster [One Admin Finance Officer (Rezaul Karim Mia) and 1 Programme Assistant (Shimul Barua)]		35,000.00		DRRF Activity-6
12	New- HR- 1 Programme Assistant - Climate Change and 1 National UNV		36,000.00		DRRF Activity-6
13	HR- Project Officer Chemical		19,500.00	50% Salary to be covered unit! HPMP II ProDoc Approved	DRRF Activity-6
Sub Total Pipeline Development and Cluster HR			355,500.00		
Total			1,500,500.00		
Total for Resilience			1,500,000		
CO Research Facility			100,000		
			1,600,000		DRRF Activity-8



Md. Khairshid Alam
Assistant Resident Representative
UNDP Bangladesh

29/9/20

Md Golam Mostafa

From: Fatematul Jannat
Sent: Tuesday, January 21, 2020 9:16 AM
To: Md Golam Mostafa
Cc: Khondker Pervez Ahmed; Md Maharaj Hossain
Subject: FW: Resource Envelope for TRAC fund 2020

FYI

From: Fatematul Jannat
Sent: Sunday, January 19, 2020 4:37 PM
To: Khurshid Alam <khurshid.alam@undp.org>; Mahmuda Afroz <mahmuda.afroz@undp.org>
Cc: Van Nguyen <nguyen.thi.ngoc.van@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sudipto Mukerjee <sudipto.mukerjee@undp.org>; Ashekur Rahman <ashekur.rahman@undp.org>; Md Shariful Hoque <shariful.hoque@undp.org>
Subject: Resource Envelope for TRAC fund 2020

Dear Khurshid Bhai and Mahmuda Apa,

According to Sudipto's advise please find the initial resource envelope (TRAC fund) for cluster:

Resource Envelope

- Governance – USD 2.06 million (including SFLP component \$500k and CPD – CO \$60k)
- Resilience and Inclusive Growth– USD 1.6 million (including Research Facility \$100k)

Please note that initial allocations by project (email sent by Sonia Apa) are included in the aforementioned resource envelope.

Furthermore, TRAC allocation 2020 will be reviewed by senior management in Feb and will be revised accordingly.

Should you have any clarification please let us know.

Kind regards,
Fatema

Md Golam Mostafa

From: Sonia Mehzabeen
Sent: Tuesday, January 07, 2020 8:56 AM
To: Shah Zahidur Rahman
Cc: Arif Abdullah Khan; Md Golam Mostafa; Khurshid Alam; Sudipto Mukerjee; Van Nguyen; Fatematul Jannat
Subject: TRAC Allocation 2020

Dear Zahid bhai,

Ahead of the planning workshop 2020, I am pleased to inform you that senior management has approved an initial allocation of USD 350,000 for the core DRRF work plan 2020. You may incorporate this in the AWP. Please note that the allocation is subject to revision based on the outcome of planning exercise. The portfolio manager will be consulted before the final allocation.

Best regards,
Sonia

**Peer Review Meeting
PANAM NAGAR
16 Jan 2020 (10:00pm), AVCB meeting room, 12 Floor, IDB Bhaban**

On 16 January 2020 team PANAM NAGAR organized a follow up meeting to discuss the status updates on agreed points during UNDP Bangladesh Planning workshop from 7-9 January 2020. With participation of concern project managers, programme assurance team, partnership unit, operations (HR, procurement). The primary objective of the meeting is to get an idea on the progress on planning exercise for 2020.

The chair, Mr. Arif Abdullah Khan, welcomed the participants present there and the Cox's Bazar colleagues joined through Skype and opened the floor for further discussion.

Attendees:

Arif Abdullah Khan, Fatematul Jannat, Biplob Chakma, Prasenjit Chakma, Ram Sharma, Robert Stoleman, Shah Zahidur Rahman, Shareful Hassan, Mahedi Masuduzzaman, Mohammad Rezaul Haque, Md Golam Mostafa, Rezaul Karim Miah, MD. Rafiqul Islam, Md. Sajjadul Islam Chowdhury, Ehsanul Karim Chowdhury and Khondker Pervez Ahmed

Skype attendance: Mir Ali Asgar, Mahtabul Hakim, Habiquil Islam

Discussions/Agendas:

- ✓ Synergies between portfolios considering compliances, transformational results, resource management, operational support (e.g. HR, Proc).
- ✓ Stock taking of AWP submission, mandatory attachment, challenges and way out.

Discussants:

Mohammad Rezaul Haque, Prog. Associates, R&IG

- How to prepare proper AWP. Also mentioned about backlogging of RPA monitoring by CXB which causes post factor.
- Basic mistakes in payment request which delays the payments.

Procurement:

- Plan in time but prepare before time.
- Automatic notification of contract expiry and should be monitored at project level.
- More concentration and focus required while preparing TOR/ Solicitation.
- More networking should be established between project, vendors, stakeholders.
- Value for money consideration.

Human Resources:

- For any unavoidable reason if any staff couldn't apply for leave in ATLAS, email approval from supervisor with proper justification will suffice.
- While determining post title or level, requestor should check if those are with the experience and academic background requirements mentioned in TOR.

- For budgeting purpose highest quartile should be considered. Ensure the validation of CoA and budget availability.
- Projects are encouraged to use roster more.
- Any pick up and drop off using office vehicle is strictly prohibited, only allowed with approval from Senior Management.
- Cluster/ Project Managers are also to be included in staff evaluation beside the supervisors.
- Project are requested to plan properly to avoid ad hoc recruitment.
- If any CV's are proposed from ethnic groups, need to be notify and vetted from senior management.
- Project should keep budget for staff training and the CO HR unit should be informed about it.
- As an update, head of HR updated that intern can be paid now, where the stipend will be 45% of SB-1, Q-1

Project Update:

1. SID in CHT

- ✓ Total budget for 2020:
 - SID-CHT \$6.5M
 - AVCB-CHT \$4.4M
- ✓ Total procurement amount:
 - SID-CHT \$736K
 - ABCB-CHT \$1.7M
- ✓ Similar discussion on e.g. front load of RPA and NIM.
- ✓ Procurement plan need to be linked or in line with AWP
- ✓ CHT mentioned the challenges on cash transfer, team discussed on harmonized modality of cash transfer and cash transfer approach region wise. Operations manager SID-CHT, Mr. Ratan, will be the focal for checking other appropriate options to ensure faster cash transfer.

2. Cox's Bazar Project:

- ✓ Total budget \$5.1M which is the total of all 4 projects working in the area.
- ✓ Total procurement is \$2.68M (2 NGO hiring is \$1.6M, rest are ICs and workshops)
- ✓ No major recruitment
- ✓ Project team asked on new project on how to record in ATLAS, will it be a separate project or separate activity under any of the existing project. Partnership team will response upon discussion with senior management.

3. IBFCR:

- ✓ Total budget is \$250K, will be phased out on Sept-2020.
- ✓ Total procurement is \$42K which is for printing, workshop. All the procurement is under \$10K so will be done by project itself through micro-canvassing.
- ✓ Mr. Rezaul raise the issue on unavailability of a dedicated finance person and he advice to have a common finance/admin person, cost can be shared form multiple projects. Also urged to keep budget for terminal evaluation.

- ✓ Partnerships asked on exit plan (operational/financial closure) since the project is phasing out soon, project will come back with the answer soon.

4. PTIB:

- ✓ Total budget for 2020 is \$1.7M.
- ✓ Two new procurement of total \$700K.
- ✓ The project expecting some additional funding from Japan of \$300K, EU also showed their interest to fund.

5. DRRF:

- ✓ Total budget is for \$300K
- ✓ There is procurement plan for 4Nos. of IC
- ✓ Some suggestions came like project specific IC roster for DRRF. Also recommended to develop SOP for the project only which enable of recruitment in situation of emergency/urgency.
- ✓ Preselection of NGO for the disaster

Proposals & Decisions:

- *Partnership encouraged to front load all the RACPs before ending last quarter, any procurement more than \$200K to be completed by 3rd quarter.*
- *Feedback from other member on IC roster and simplification of SOP on NGO roster.*
- *There will be a coordination meeting on Feb-2020, hosted by cox's bazar project, to ensure synergies between the projects working in the same region.*
- *The team proposed for an immediate training seems necessary for the ATLAS users, especially for the project finance/ admin personal. PMs are encouraged to attend as a budget owner.*

The chair informed the team that there will be separate meeting between projects as a part of constant actions and has finally thanked everyone, therefore the meeting ended with lunch.



Empowered lives.
Resilient nations.

Minutes of the 2nd Project Advisory Board Meeting

Disaster Response and Recovery Facility (DRRF), UNDP Bangladesh

Date: 11 November 2019, Time: 12:30-14:30 hrs

Venue: 18th Floor Conference Room, IDB Bhaban, Begum Rokeya Sharani, Dhaka

Participants

- Ms. Nguyen Thi Ngoc Van, Deputy Resident Representative, UNDP Bangladesh
- Mr. Khalid Mahmood, Joint Secretary (Planning and Development), Ministry of Disaster Management and Relief (MoDMR)
- Ms. Nusrat Noman, Deputy Secretary, Economic Relations Division
- Ms. Syeda Meharun Nessa Kabir, Deputy Director (Mitigation), Department of Disaster Management (DDM);
- Mr. Md. Khurshid Alam, Assistant Resident Representative, UNDP
- Mr. Kazi Shahidur Rahman, Humanitarian Affairs Specialist, UNRC
- Mr. Arif Abdullah Khan, Program Specialist (Climate Change and Disaster Risk Management, R & IG Cluster, UNDP
- Mr. Shah Zahidur Rahman, Shelter Specialist and Project Manager a.i Disaster Response and Recovery Facility (DRRF), UNDP
- Ms. Saudia Anwer, Capacity Building Specialist, Disaster Response and Recovery Facility (DRRF), UNDP
- Mr. Rezaul Karim Miah, Administration and Finance Officer - R&IG Cluster, UNDP
- Mr. Md. Golam Mostafa, Administration and Finance Officer, Disaster Response and Recovery Facility (DRRF), UNDP
- Ms. Tahmina Tamanna, Programme Associate-DRRF, Disaster Response and Recovery Facility (DRRF), UNDP

Welcome Address

The 2nd meeting of the DRRF Project Advisory Board was chaired by Ms. Nguyen Thi Ngoc Van, Deputy Resident Representative, UNDP Bangladesh. At the outset, she welcomed the participants and explained the urgency of this Project Advisory Board meeting while highlighting various project implementation decision needs that has evolved since DRRF's inception in October 2018. She also explained various project management aspects that influenced the DRRF's involvement in supporting UNDP's operations in Cox's Bazar.

Following her speech, Mr. Khalid Mahmood, the co-chair of the meeting, welcomed Ms. Nguyen Thi Ngoc Van, Deputy Resident Representative, UNDP Bangladesh and other participants for the success of DRRF's contribution in complementing GoB's effort in DRM. Since the 1st Project Advisory Board meeting, there have been changes in the advisory board members and new members have assumed their duties. These include Ms. Nusrat Noman, Deputy Secretary, Economic Relations Division; and Ms. Syeda Meharun Nessa Kabir, Deputy Director (Mitigation), Department of Disaster Management (DDM)). Mr. Md. Khurshid Alam, Assistant Resident Representative, UNDP briefed the new members about the objective and area of work

of DRRF. He also clarified how this facility is contributing to the implementation of the relevant goals of the Sustainable Development Goal (SDG)-2030.

Agenda wise Discussion and Decision

Mr. Shah Zahidur Rahman, Shelter Specialist and Project Manager a.i Disaster Response and Recovery Facility (DRRF), made a presentation on the following:

1. Review and Action Taken on 1st Project Advisory Board Meeting minutes.
2. Progress on Annual Work Plan 2019 AWP
3. Upcoming initiatives and Annual Work Plan 2020
4. Scheduling date for next Project Advisory Board Meeting
5. AOB

Agenda 1: Review and Action Taken on 1st Project Advisory Board Meeting minutes

Sl. No.	Agenda	Progress	Remarks
1	Engagement of private sector for DRR	The private sector was found reluctant while being approached for their engagement with DRRF in the process of disaster risk reduction	<ul style="list-style-type: none"> • DRRF should keep pursuing to encourage the engagement of private sector for disaster risk reduction. • DRRF should utilize the network of the high officials of the MODMR to convince the private sector about the benefit of engagement in disaster risk reduction.
2	Approval of Annual work plan	The Annual Work Plan and budget of DRRF for the year 2019 was approved.	<ul style="list-style-type: none"> • DRRF should send agenda, relevant background materials to the Advisory Board members at least one week prior to any meeting. • DRRF should mobilize more resources towards disaster risk reduction, response and recovery. • Board Members should be timely informed of new resources
3	Inclusion of board member(s).	The Embassy of the Kingdom of the Netherlands agreed to take be the members of the Advisory Board. Other development partners who were invited expressed less interest to join.	DRRF should continue to pursue in inviting new members as appropriate including private sector.

Agenda 2: Progress on Annual Work Plan 2019 AWP

Discussion

Key Activities of DRRF (Core): Mr. Shah Zahidur Rahman presented the key achievements of the DRRF as per the Annual Work Plan for 2019. The key achievements under DRRF (Core) were: Fire Service and Civil Defense (FSCD) reform initiatives; emergency shelter support; capacity building of MoDMR officials;

standardization of Shelter and Non-Food Items; Tsunami awareness programme; Feasibility Study on preparing DPP for landslide and haor; earthquake preparedness and awareness programme; green brick solution etc. He also informed the meeting about hiring several individual consultants and suitable staffs for providing the support in the above-mentioned activities. Following the provision of hiring staffs in the ProDoc of DRRF, the recruitment of a Programme Associate for DRRF under Service Contract modalities was also agreed by the board accordingly.

Ms. Van suggested inclusion of gender related desegregated data of beneficiaries covered through response and recovery initiatives. Mr. Khurshid Alam and Ms. Van suggested inviting the Board Members to the sites of "Emergency Flood Response Initiative" of DRRF under the UNOCHA-CERF fund for July 2019 flood.

Key Activities of DRRF (Cox's Bazar): The key achievements for activities in Cox's Bazar, in connection to Rohingya Influx, were described as development DRM for Cox's Bazar and training of 350 DM Committee members; installing SWM system; temporary landfill in Ukhia camps and temporary Compost facility; basic and refresher training on mediation; resolving community dispute etc. Mr. Khurshid Alam, Mr. Arif Abdullah and Ms. Saudia Anwer also explained the five major activities taken in Cox's Bazar in connection to the Rohingya influx. Mr. Alam also informed that, UNDP is now supporting the government in the formulation of "District Development Plan" for entire Cox's Bazar district. Stating the volume of DRR activities by DRRF in Cox's Bazar, Mr. Khurshid Alam informed the meeting about the establishment of a project office at Cox's Bazar and hiring of staff under different contract modalities. Ms. Saudia Anwer informed the meeting about the requirement of endorsement of project office at Cox's Bazar and recruitment of staff for it. The board responded positively.

Following are the key issues discussed:

Community Recovery and Resilience Project (C2RP):

The Community Recovery and Resilience project is designed to support local government, law enforcement agencies, the judiciary and civil society organizations in their responses to the tensions arising from the refugee influx. C2RP provides local communities with skills and tools to become first responders when a conflict arises. Three pillars (outcomes) address the impact on social cohesion: 1) Community security and policing, 2) Access to justice, and 3) Improved local planning and service delivery. The C2RP activated Community Policing Forums and developed security plans for 6 Union Parishads. 150 Police personnel received training on Human Rights. 216 mediators received skilled training on mediation, and they resolved 270 community disputes. Activated total 31 Union Legal Aid Committees and referred 54 cases to the DLAC. 6 UP annual plans developed, and Leadership and community monitoring training provided to 150 youth. Renovated/constructed infrastructures for Police. C2RP is funded by UNDP, DFID and German Government. The project started in April 2018 and will end in January 2020. The budget of C2RP is \$2.6m.

Community Cohesion in Cox's Bazar Project (CCP):

The community Cohesion Project is designed to improve social cohesion and reduce the drivers of conflict and violence in Cox's Bazar District. The CCP has two outputs: 1) Improve Economic Resilience, and 2) Build Social Cohesion the CCP is supported by the Global Affairs Canada and initiated in December 2018 and will run for 3 years. Total project budget is \$4.6m.

Disaster Risk Management Project:

The Disaster Risk Management in Cox's Bazar Programme's thematic areas are: (1) Enhancement of local government preparedness for response; (2) Hazard and disaster risk; (3) Community based disaster risk reduction; (4) Support to humanitarian actors; and (5) Capacity enhancement for risk informed development. The programme has supported development of local Disaster Management Committee contingency plans covering 339,000 people, supported the humanitarian community to prepare contingency plans, capture lessons learnt and joint preparedness planning with government and the Red Crescent on disaster preparedness for refugee camps, and completed Community Risk Assessment in eight unions. The programme is Funded by the European Union and the Swiss Agency for Development and Cooperation, with technical support from RedR Australia and MSB. The programme began in April 2018 and funded through May 2020. Total project budget is \$2.55m.

Solid Waste Management (SWM) Project:

The SWM project aims at addressing the solid waste management problem specifically focusing on developing solid waste management systems which will benefit both host communities and Rohingya camps. The project established an integrated solid waste management system in Teknaf municipality, Construction of a landfill for safe disposal of solid waste in Rohingya camps, and capacity building of key stakeholders. The main challenge is the availability of land for waste management facilities. The project is funded by the Swedish International Development Agency (SIDA) for three years. The 3-year project started in August 2018. Total project budget is \$4.8m.

Decision

- Recruitment of the Programme Associate for DRRF under Service Contract modality was approved by the Advisory Board;
- Project Office at Cox's Bazar and the recruitment of staffs at Cox's Bazar were approved by the Advisory Board;
- The establishment of Project Office at Cox's Bazar and hiring of staffs for this project office should be enclosed as addenda in the Prodoc of DRRF;
- The Advisory Board should be informed of any new resources mobilized. .

Agenda 3: Upcoming initiatives and Annual Work Plan 2020**Discussion**

Mr. Shah Zahidur Rahman presented the upcoming Initiatives and Annual Work Plan for 2020. The upcoming Initiatives for DRRF (Core) included development of recovery guideline; developing online training course on DRM; setting up of surge capacity; developing master plan for Fire Service & Civil Defense; and building capacity of DRROs and PIOs. The upcoming Initiatives for DRRF (Cox's Bazar) included: Expanding SWM systems in Cox's bazar; continuation of the cleaning campaign; development of community security mechanism; district wide planning support to local administration; and enhancing DRR capacity of disaster management committees. Acknowledging the diversity and volume of activities; the board agreed to have the next Project Advisory Board Meeting at Cox's Bazar to see the ongoing activities of DRRF there as well as review and approve the Annual Work Plan of DRRF.

Ms. Saudia Anwer informed the meeting about the need for Prodoc review. She informed that DRRF, considering the changed context and potential scope of work, has engaged an M&E Expert who will work on the indicators of DRRF set in the Prodoc and therefore, there might be changes in the pre-set indicators of DRRF. The Board suggested to formally share the existing indicators and the possible changes for their acknowledgement and approval of the changes.

Based on the discussion on meager attitude towards long-term recovery initiatives in disaster management; Ms. Nusrat Noman informed that a discussion session with the panels of donors could be arranged on holistic disaster recovery initiative in the upcoming Bangladesh Development Forum (BDF)-2020 which would be organized by Economic Relations Division (ERD) in January, 2020 and UNDP should explore this opportunity to sensitize the need for holistic disaster recovery.

Decision

- DRRF to formally share existing provisions and possible changes in its ProDoc, based on the review made by the M&E Expert, to the Project Advisory Board Members for their acknowledgement and approval of the changes.
- UNDP should utilize the opportunity of BDF-2020 to sensitize the need for holistic disaster recovery through organizing/participating a discussion session on holistic disaster recovery.
- The Board is expected to approve the Annual Work Plan of DRRF in January 2020 upon duly submission of the same by DRRF.

Agenda 4: Scheduling date for next Project Advisory Board Meeting

Discussion and Decision

It was decided that the next Project Advisory Board Meeting would be held tentatively in mid of January 2020 in Cox's Bazar so that the Board Members can see the progress of different activities there taken by DRRF in connection to the Rohingya Influx.

The Annual Work Plan and other relevant documents should be sent to the Board Members well ahead of the meeting so that they can come to the meeting well-informed and give their feedback accordingly.

AOB

DRRF should implement the decisions (as mentioned above) of the meeting. DRRF should also explore, in consultation with its donors and partner organization, for new approaches more disaster risk management and mobilize more resources for effective disaster management.

Vote of Thanks

The meeting was concluded with a vote of thanks from the Chair.



Nguyen Thi Ngoc Van
Deputy Resident Representative
UNDP Bangladesh

PROJECT FACTSHEET

Disaster Response & Recovery Facility



*Empowered lives.
Resilient nations.*

CONTEXT

Bangladesh has made considerable progress in managing disaster risks over last 10 years. However, large and recurrent nature of hazards poses a very different set of risks to an economy with both impressive economic growth and significant progress in human development. In line with the Sendai Framework of Action and the Government of Bangladesh's 7th Five Year Plan, renewed attention is required to develop the whole society's capacity on preparedness for disaster response & recovery.

An efficient capacity would help Bangladesh achieve both Sustainable Development Goals and a developed country status by 2041. UNDP's proposed Disaster Response and Recovery Facility (DRRF) is a vital contribution towards this ambition. The proposed Facility will adopt an "economy-wide" approach in addition to focusing on household and community level recovery. It will primarily support Ministry of Disaster Management and Relief (MoDMR), and gradually expand its support to selected key sectors at all levels for enhancing national capacity and supporting policy making for resilient recovery.

GOAL AND OBJECTIVES

Goal:

Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups

Objectives:

National capacity of the disaster management system strengthened to reduce unacceptable risks and improve response and recovery activities by adopting a comprehensive risk management culture

STRATEGY

DRRF's primary aim is to generate self-sustaining, nationally owned, resilient processes for recovery.

It does so by:

- Policy and programmatic support for local and national level recovery;

STRATEGY

- Capacity development of key actors involved in disaster recovery; and
- Complementing government's efforts in addressing emergency response and resilient recovery.

National ownership. DRRF promotes national ownership of the early recovery process by:

- engaging national and local authorities in the planning, execution and monitoring of recovery actions;
- providing support to government agencies in developing policies and plans for full recovery;
- assessing recovery needs;
- coordinating the efforts of various agencies;
- preparing recovery plans and
- Developing business continuity plan for private sectors.

Project Snapshot

OFFICIAL TITLE:

Disaster Response & Recovery Facility (DRRF)

TIMEFRAME:

Oct 2018 to Dec 2022

ADMINISTRATIVE MINISTRY:

Ministry of Disaster Management and Relief

IMPLEMENTING AGENCY:

UNDP

IMPLEMENTING PARTNERS:

DDM and other humanitarian Actors including UN agencies and NGOs

DONORS:

UNDP, SDC, DANIDA, DFATD (Canada), SIDA

REGULAR BUDGET:

USD 14,254,501

DISASTER RESPONSE FUND:

USD 50,000,000

DRRF Project Outcomes

1. UNDP has technical and operational capability to manage the Disaster Response and Recovery Facility.
2. MoDMR and selected sectoral ministries have capacity to carry out post-disaster recovery needs assessment, formulate strategy and plans; and mobilize resources.
3. UNDP's capacity is enhanced to support coordination and foster partnership in (early) recovery and shelter sector
4. Disaster affected households, communities, businesses are supported with timely recovery assistance
5. Sectoral ministries, local government institutions (LGIs), civil society, businesses and NGOs have capacity to coordinate recovery effort, continue development services and maintain social cohesion

DRRF APPROACH

Partnership with Government Stakeholders

Mainstreaming recovery concepts and practices across a broader spectrum of government institutions, especially in local government administration (DCs and UNOs exert a very strong influence on response and recovery) will be a priority for DRRF. Importantly, long-term government capacity development for disaster response coordination, Post-Disaster Needs Assessment, recovery planning, and damage and loss data collection will be taken place through Disaster Response & Recovery Facility (DRRF) project. Therefore, key government stakeholders will be Economic Relations Division, Ministry of Finance, the Ministry of Disaster Management and Relief, the Ministry of Environment, Forests & Climate Change, the Ministry of Home Affairs, Local Government Division, and the Ministry of Foreign Affairs.

National SURGE capacity

Facility established to access Bangladesh Scouts volunteers and scouts are trained and ready for emergency response. NGO Roster operational for timely and high quality assistance to disaster affected community.

South-South and Triangular Cooperation (SSC/TrC)

Due to the flexibility of its pre-approved funding window, DRRF will be enabled Bangladesh's participation in several quick-launch TrC and regional projects, including the Community Based Disaster Risk Management project with countries, for example, China, Nepal and the UK and work actively to mobilize resources for strengthened recovery investment through SSC and TrCs.

Cluster Coordination


As lead agency for early recovery, UNDP leads a Cluster Working Group comprising of 23 international agencies and NGOs. This decision reflects a shared understanding of the UN system and its partners of the close link between humanitarian, recovery and development interventions. The DRRF will derive its mandate from the UNDP's role as a lead



early recovery at both international and national levels and Shelter Cluster with IFRC. UNDP's early recovery engagement is complemented by its close collaboration with the members of Inter-Agency Standing Committee (IASC). In Bangladesh too, the DRRF will work closely with IASC members including other UN agencies and NGOs in support of the government.

PROJECT MANAGEMENT

The DRRF model is a cost-efficient and effective approach for UNDP to advocate for recovery approach and investment, mobilize resources and respond to disasters and emergencies. It includes mechanisms for quickly scaling up its capacity with funds mobilized through the pre-approved Disaster Window.

Annual Work Plan (AWP) for 2020: Version 'D'															
Solid Waste Management (SWM)															
By 2020, relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.															
Crisis Prevention and Recovery															
Disaster Risk Reduction integrated into development planning															
The immediate relief and Disaster Response needs of severely disaster affected people are met															
EXPECTED OUTPUTS Components or major interim Results of the project; To be shown as Activities in Atlas		PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output-not to be included in Atlas				Timeframe		Responsible Party	Fund Code	Budget Code	Amount (USD) 2020				
Atlas Activity # 1: Developing Waste Management System		1. Activity Result: Quick impact waste management project				Q1	Q2	Q3	Q4						
		- Action 1: Piloting the Clean-up in Teknaf Municipality.								UNDP	30000	72100	Contractual Services		
		- Action 2: Hiring 2 NGO partners								UNDP	30000	72100	Contractual Services		
		- Action 3: Waste clearing campaign in camps and host comm.					X			UNDP	30000	75700	Training & workshops		192.00
		- Action 4: Create Immediate Cash-for-Work (CFW) in waste collection and area clean-up in gender balance arrangement								UNDP	30000	72100	Contractual Services		
		- ACTION 5: Procurement of personal protective equipment (PPE) & working tools								UNDP	30000	72100	Contractual Services		
		1.1.1 Cash for Works				X	X			BRAC (6753)	30000	73100	Contractual Services		75,000.00
		1.1.2 CFW Supervisors				X				BRAC (6753)	30000	73100	Contractual Services		2,775.00
		1.1.3 PPE (individual sets)					X			BRAC (6753)	30000	72300	Contractual Services		6,437.00
		1.1.4 Working tools (including Aid Kits and rent warehouse)						X		BRAC (6753)	30000	72300	Contractual Services		6,300.00
		1.1.5 Transportation of waste collected				X	X			BRAC (6753)	30000	73400	Contractual Services		130,805.00
		1.1.6 NGO Implementation costs				X	X			BRAC (6753)	30000	71800	Contractual Services		80,081.00
		2. Activity Result: Basic waste management system													
		- Action 1: Piloting the basic SWM in Teknaf Municipality.								UNDP	30000	72100	Contractual Services		
		- Action 2: Development of SWM system in camps and host com.								UNDP	30000	72100	Contractual Services		
		- Action 3: Design and introduce SWM system/ network and day to day operation of waste collection, segregation, recovery and safe disposal through cash for works								UNDP	30000	72100	Contractual Services		
		- Action 4: Construction of intermediate solid waste pits through cash for works								UNDP	30000	72100	Contractual Services		
		- Action 5: Procurement of working tools and perimeter/gate material for waste pit								UNDP	30000	72100	Contractual Services		
		1.2.1 CFW for waste pit construction				X	X			BRAC (6753)	30000	73100	Contractual Services		16,412.00
		1.2.2 PPE, working tools & perimeter for composting units					X	X	X	BRAC (6753)	30000	72300	Contractual Services		36,263.00
		1.2.3 CFW for waste disposal						X	X	BRAC (6753)	30000	73100	Contractual Services		100,000.00
		1.2.4 PPE and working tools for regular waste disposal							X	BRAC (6753)	30000	72300	Contractual Services		3,424.00

EXPECTED OUTPUTS Components or major interim Results of the project; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Donor Code	Planned Budget for 2020		Amount (USD) 2020
		Q1	Q2	Q3	Q4				Budget Code	Budget Description	
	1.2.5 NGO Implementation costs		X			BRAC (6753)	30000	00555	71800	Contractual Services	50,000.00
	3. Activity Result: New waste management infrastructure										
	- Action 1: Employ consultant for landfill needs assessment/site search/feasibility studies	X				UNDP	30000	00555	71300	National Consultant	6,011.00
	- Action 2: Employ consultant for inception studies and development of design criteria and options					UNDP	30000	00555	71300	National Consultant	-
	- Action 3: Employ consultant to conduct Environmental impact assessment					UNDP	30000	00555	71300	National Consultant	-
	- Action 4: Employ local company/consultant to do topographic survey and mapping					UNDP	30000	00555	71300	National Consultant	-
	- Action 5: Hire consultant to do landfill detail design, tender documents & tender process					UNDP	30000	00555	71300	National Consultant	-
	- Action 6: Engage contractors for the construction of Landfill					UNDP	30000	00555	71300	National Consultant	-
	- Action 7: Procure equipment for landfill operation					UNDP	30000	00555	71300	National Consultant	-
	- Action 8: Handover the landfill to government					UNDP	30000	00555	71300	National Consultant	-
	1.3.1 Sanitary landfill needs assessment/site search/feasibility studies	X	X			UNDP	30000	00555	71300	National Consultant	18,988.00
	1.3.2 Inception studies and development of design criteria and options	X	X			UNDP	30000	00555	71300	National Consultant	33,000.00
	1.3.3 Environmental impact assessment		X	X		UNDP	30000	00555	71300	National Consultant	26,400.00
	1.3.4 Landfill topographic mapping	X	X			UNDP	30000	00555	71300	National Consultant	21,600.00
	1.3.5 Detailed design, tender documents & tender process			X	X	UNDP	30000	00555	71300	National Consultant	70,000.00
	1.3.6 Construction of Landfill (including Technical Assistance)		X	X	X	UNDP	30000	00555	71300	National Consultant	200,000.00
	1.3.7 Provision of equipment for landfill operation					UNDP	30000	00555	71300	National Consultant	-
	1.3.8 Handover to government, operation and maintenance training					UNDP	30000	00555	71300	National Consultant	-
	General Management Services (GMS) x %	X	X	X	X	UNDP	30000	00555	75100	Facilities & Administration	70,695.00
										Total of Atlas Activity # 1	954,385.00
Atlas Activity # 2: Changing Behaviours and Attitudes	1. Activity Result: Recycling & livelihoods development										
	- Action 1: Develop communication strategy for the SWM project.	X				UNDP	30000	00555	71300	National Consultant	-
	- Action 2: Hiring 2 NGO partners	X				UNDP	30000	00555	72100	Contractual Services	-

EXPECTED OUTPUTS Components or major Interim Results of the project : To be shown as Activities in Atlas	PLANNED ACTIVITIES				Timeframe				Responsible Party	Fund Code	Donor Code	Planned Budget for 2020		Amount (USD) 2020
	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas				Q1	Q2	Q3	Q4				Budget Code	Budget Description	
	- Action 2: Develop business plans, budgets and operation plans with grantees and SWM livelihoods expansion and campaign for recycling/ composting							UNDP	30000	00555	72100	Contractual Services	-	
	- Action 3: Support the establishment of sustainable and profitable job and business opportunities in the entire waste management chain: collection, recycling, re-use, disposal and composting	X						PA (9537)	30000	00555	72100	PRACTICAL ACTION	-	
		X						PA (9537)	30000	00555	71600	PRACTICAL ACTION	6,836.00	
		X						PA (9537)	30000	00555	71800	PRACTICAL ACTION	41,091.00	
		X						PA (9537)	30000	00555	73100	PRACTICAL ACTION	5,810.00	
		X						PA (9537)	30000	00555	74500	PRACTICAL ACTION	7,792.00	
		X						PA (9537)	30000	00555	75700	PRACTICAL ACTION	18,631.00	
	- Action 4: Provision of SWM livelihoods- related equipment to small scale community-based businesses							UNDP	30000	00555	72100	Contractual Services		
	- Action 5: Conduct workshops and trainings for successful grantees	X						UNDP	30000	00555	72100	PRACTICAL ACTION		
		X						PA (9537)	30000	00555	72300	PRACTICAL ACTION	36,956.00	
		X						PA (9537)	30000	00555	72400	PRACTICAL ACTION	934.00	
		X						PA (9537)	30000	00555	72500	PRACTICAL ACTION	1,061.00	
	- Action 6: Hiring consultant to conduct specific SWM Livelihoods trainings	X						UNDP	30000	00555	71300	National Consultant	5,975.00	
	2.1.1 Collection & analysis of market information and identification of business opportunities	X						UNDP	30000	00555	71300	National Consultant	9,025.00	
	2.1.2 Develop business plans, budgets and operation plans with grantees (1,098,800 to 642,500 BDT).	X						PA (9537)	30000	00555	72100	Contractual Services	1,500.00	
	2.1.3 Provision of grant and other support to small scale business => Grants from 18,240,000 TO 9,863,675 BDT).		X	X	X			PA (9537)	30000	00555	72100	Contractual Services	33,931.00	
	2.1.4 Capacity building workshop/training for successful grantees			X	X			PA (9537)	30000	00555	72100	Contractual Services	2,200.00	
	2.1.5 Personnel for activity implementation: mapping IRS, grant management, etc.			X	X			PA (9537)	30000	00555	72100	Contractual Services	21,048.00	
	2.1.6 Project implementation costs by NGO partner	X	X	X	X			PA (9537)	30000	00555	71800	Contractual Services	10,100.00	
2. Activity Result: Local government engagement and capacity building														
- Action 1: Teknaf Advisory Technical Group							UNDP	30000	00555	71300	National Consultant		-	
- Action 2: Support the capacity of UNO staff and union pourished in operational and execution of SWM activities	X						UNDP	30000	00555	75700	Training & workshops		1,618.00	
- Action 3: Technical and financial support to UNO and Union Pourished on the operational SWM activities							UNDP	30000	00555	75700	Training & workshops		-	
- Action 4: Hire consultant for landfill operation training							UNDP	30000	00555	71300	National Consultant			

EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas				Timeframe		Responsible Party	Fund Code	Planned Budget for 2020		Amount (USD) 2020
	Q1	Q2	Q3	Q4					Donor Code	Budget Code	
<ul style="list-style-type: none"> - Action 5: Logistical support for site visit, assessment and monitoring 2.2.1 Training, workshops and exchange visit 2.2.2 Technical and financial support to LGU on the operational waste management activities 2.2.3 Logistical support for site visit, assessment and monitoring 	X					UNDP	30000	00555	71600	Travel	136.00
	X	X	X			UNDP	30000	00555	71600	Travel	23,500.00
	X	X	X	X		UNDP	30000	00555	75700	Training & workshops	24,211.00
	X	X	X	X		UNDP	30000	00555	75700	Training & workshops	14,808.00
	3. Activity Result: Household engagement for improved segregation and recycling of waste										
						UNDP	30000	00555	71400	Contractual services - individual	-
						UNDP	30000	00555	72100	PRACTICAL ACTION	-
						UNDP	30000	00555	72100	PRACTICAL ACTION	-
						UNDP	30000	00555	72100	PRACTICAL ACTION	-
						UNDP	30000	00555	72100	PRACTICAL ACTION	-
<ul style="list-style-type: none"> - Action 5: Provision of materials and tools for household level composting 2.3.1 Provision of waste bins 2.3.2 Community training on waste segregation and household-level composting 2.3.3 Project implementation costs by NGO partner 2.3.4 Personnel for activity implementation 	X	X				UNDP	30000	00555	71400	Contractual Services	68,966.00
		X	X	X		PA (9537)	30000	00555	75700	Contractual Services	5,300.00
		X	X	X		PA (9537)	30000	00555	71800	Contractual Services	10,000.00
		X	X	X		PA (9537)	30000	00555	71800	Contractual Services	18,909.00
	4. Activity Result: "3Rs" awareness campaign (Reduce, Reuse, Recycle)										
						UNDP	30000	00555	72100	Contractual Services/ NGO	-
						UNDP	30000	00555	72100	PRACTICAL ACTION	-
						UNDP	30000	00555	72100	PRACTICAL ACTION	-
						UNDP	30000	00555	72100	PRACTICAL ACTION	-
						UNDP	30000	00555	72100	Contractual Services/ Radio	-
<ul style="list-style-type: none"> 2.4.1 Provision of waste bins set for public locations (from 60,300 to 7,853 USD). 2.4.2 Poster/banner and communication strategy 2.4.3 School garbage bank and educational program 	X	X				UNDP	30000	00555	72100	Contractual Services/ NGO	14,000.00
			X	X		PA (9537)	30000	00555	72100	Contractual Services	10,355.00
			X	X		PA (9537)	30000	00555	72100	Contractual Services	4,500.00

EXPECTED OUTPUTS Components or major interim Results of the project: To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Planned Budget for 2020	
		Q1	Q2	Q3	Q4					Budget Description	Amount (USD) 2020
Baseline: 0	2.4.4 Radio program on waste management		X	X		UNDP	30000	00555	72100	Contractual Services/ NGO	3,050.00
	2.4.5 Personnel for activity implementation		X	X		PA (9537)	30000	00555	71800	Contractual Services	21,000.00
	2.4.6 NGO implementation costs		X	X		PA (9537)	30000	00555	72100	Contractual Services	10,000.00
	5. Activity Result: Contingency planning										
	- Action 1: Hiring NGO partners to plans and implement the contingency SWM clearance					UNDP	30000	00555	71300	National Consultant	-
Indicators: 2.1: Ratio of waste generated to waste segregated / recycled (baseline to be measured by project team upon 2020 Target / Deliverables: 2.1: 50% of waste generated to waste segregated 2.2: Awareness level of 3R 50% increased.	- Action 2: Cash for works for disaster waste clearing					UNDP	30000	00555	72100	Contractual Services	-
	- Action 3: Procurement of working tools for debris removal					UNDP	30000	00555	72100	Contractual Services	-
	- Action 4: Hire contractor to prepare site for hazardous waste and disaster debris					UNDP	30000	00555	75700	Training & Workshops	-
	2.5.1 CRW for disaster debris clearing (500 x 20 days)	X	X			UNDP	30000	00555	71300	National Consultant	22,955.00
	2.5.2 PPE and working tools for debris removal	X	X			UNDP	30000	00555	72100	Contractual Services	17,728.00
	2.5.3 Site preparation for hazardous waste and disaster debris	X				UNDP	30000	00555	72100	Contractual Services	11,250.00
	2.5.4 NGO implementation cost		X			UNDP	30000	00555	75700	Training & Workshops	8,000.00
	General Management Services (GMS) x %	X	X	X	X	UNDP	30000	00555	75100	Facilities & Administration	39,454.00
Total of Atlas Activity # 2											532,631.00
Atlas Activity # 3: Technical Assistance and Management Cost (Project Support Costs)	1. Activity Result: Mobilize Technical assistance										
	- Action 1: Recruitment of Different International Technical Experts					UNDP	30000	00555	71200	International consultant	52,800.00
	- Action 2: Engage International waste management coordinator from MSB	X				UNDP	30000	00555	71300	National Consultant /MSB	-
	- Action 3: Engage International WMM Livelihoods Specialist from MSB	X				UNDP	30000	00555	71300	National Consultant /MSB	9,900.00
	- Action 4: Recruitment of national waste management specialist					UNDP	30000	00555	71400	Contractual services - individual	-
	- Action 5: Recruitment of a national infrastructure and livelihoods support					UNDP	30000	00555	71400	Contractual services - individual	-
	- Action 6: Recruitment of a national community mobilization support person					UNDP	30000	00555	71400	Contractual services - individual	-
	2. Activity Result: Management Cost										
	- Action 1: Travel and DSA	X				UNDP	30000	00555	71600	Travel	1,816.00
	- Action 2: Security					UNDP	30000	00555	73100	UNDP contribution	
	- Action 3: Office stationery	X				UNDP	30000	00555	72500	Supplies	174.00
		X				UNDP	30000	00555	72300	Goods	183.00
		X				UNDP	30000	00555	72800	IC Equipment	53.00
	- Action 4: Premises and utilities					UNDP	30000	00555	73400	UNDP contribution	
	- Action 6: Monitoring and evaluation	X				UNDP	30000	00555	71400	Contractual services - individual	3,595.00
	- Action 7: UNDP office support					UNDP	30000	00555	71400	Contractual services - individual	-
	- Action 8: Communication and visualization					UNDP	30000	00555	74200	Communication products	-

EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Donor	Planned Budget for 2020		Amount (USD) 2020
		Q1	Q2	Q3	Q4				Budget Code	Budget Description	
Baseline:0	- Action 9: Audit					UNDP	30000	00555	74100	Audit	-
	3.1.1 International Technical Advisers and Specialists (IC)	X	X	X	X	UNDP	30000	00555	71200	International consultant	57,300.00
	3.1.2 Project Manager/ National Waste Management Specialist (SB-4)	X	X	X	X	UNDP	30000	00555	71400	Contractual services - individual	50,000.00
	3.1.3 National Infrastructure & Livelihoods Support (SB-3)	X	X	X	X	UNDP	30000	00555	71400	Contractual services - individual	24,180.00
	3.1.4 National Community Mobilization Officer (SB3)	X	X	X	X	UNDP	30000	00555	71400	Contractual services - individual	22,000.00
	3.1.5 Monitoring & Evaluation Officer (SB4)	X	X	X	X	UNDP	30000	00555	71400	Contractual services - individual	34,600.00
	3.1.6 Vehicle purchase	X	X	X	X	UNDP	30000	00555	BA004	Vehicle Purchase	-
	3.1.7 Local travel	X	X	X	X	UNDP	30000	00555	71600	Travel/mission/monitoring	14,014.00
	3.1.8 Office support cost	X	X	X	X	UNDP	30000	00555	72300	Vehicle Fuel and Maintenance	4,000.00
		X	X	X	X	UNDP	30000	00555	73100	Security, IT Help Desk, UN Clinic	7,900.00
		X	X	X	X	UNDP	30000	00555	73400	Office Space	9,405.00
		X	X	X	X	UNDP	30000	00555	72500	Supplies and Stationery	4,590.00
General Management Services (GMS) x %	X	X	X	X	UNDP	30000	00555	74100	Audit	5,000.00	
	X	X	X	X	UNDP	30000	00555	75100	Facilities & Administration	24,118.00	
Total of Atlas Activity # 3											325,609.00

Total Budget by Output:	Output/Activity:	Amount in
	Output-1	954,385
	Output-2	532,631
	Output-3	325,609
Total Budget by Fund & Donors:	Total (Activity wise):	1,812,625
	DONORS:	
	CORE/TRAC FUND	
	Swedish-SIDA(00555)	1,812,625
Total by Implementing Agency"	Total Programme Budget	1,812,625
	Implementing Agency	
	UNDP:	1,037,172
	BRAC (6753)	507,498
	Practical Action (9537)	267,955
	NIM:	
Total Project Budget:		1,812,625

30/5/2020



Sudipto Mukerjee
Resident Representative
UNDP Bangladesh

Mir Ali Asgar
Programme Coordinator
UNDP Cox's Bazar

Sayed Moinurul Hoque
Solid Waste Mgt Specialist
UNDP Bangladesh

This Annual Work Plan (AWP) is based on Results Management Guidelines (RIMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Ali

Annual Work Plan (AWP) for 2020: Version 'D'															
Solid Waste Management (SWM)															
Enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.															
Enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.															
Innovative nature-based and gender-responsive solutions developed, financed and applied for sustainable recovery															
EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity results are the outputs of the project and actions are the activities for achieving each output- not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Donor Code	Budget Code	Budget Description	Planned Budget for 2020				
		Q1	Q2	Q3	Q4						Amount (USD) 2018	Amount (USD) 2019	Amount (USD) 2020	Amount (USD) 2021	
Atlas Activity # 1: Developing Waste Management System	1. Activity Result: Quick impact waste management project														
	- Action 1: Piloting the Clean-up in Teknaf Municipality.					UNDP	30000	00555	72100	Contractual Services	8,840	-	-	-	
	- Action 2: Hiring 2 NGO partners					UNDP	30000	00555	72100	Contractual Services	-	-	-	-	
	- Action 3: Waste clearing campaign in camps and host comm.		X			UNDP	30000	00555	75700	Training & workshops	22,143	192	-	-	
	- Action 4: Create immediate Cash-for-Work (CFW) in waste collection and area clean-up in gender balance arrangement					UNDP	30000	00555	72100	Contractual Services	-	-	-	-	
	- Action 5: Procurement of personal protective equipment (PPE) & working tools					UNDP	30000	00555	72100	Contractual Services	-	-	-	-	
	1.1.1 Cash for Works	X	X			BRAC (6753)	30000	00555	73100	Contractual Services	-	-	75,000	76,570	
	1.1.2 CFW Supervisors	X				BRAC (6753)	30000	00555	73100	Contractual Services	-	-	2,776	1,850	
	1.1.3 PPE (individual sets)		X			BRAC (6753)	30000	00555	72300	Contractual Services	-	-	8,437	7,315	
	1.1.4 Working tools (including Aid Kits and rent warehouse)		X			BRAC (6753)	30000	00555	72300	Contractual Services	-	-	6,300	11,000	
	1.1.5 Transportation of waste collected	X	X			BRAC (6753)	30000	00555	73400	Contractual Services	-	-	130,805	11,800	
	1.1.6 NGO Implementation costs	X	X			BRAC (6753)	30000	00555	71800	Contractual Services	-	-	80,081	109,906	
	2. Activity Result: Basic waste management system														
	- Action 1: Piloting the basic SWM in Teknaf Municipality.					UNDP	30000	00555	72100	Contractual Services	-	-	-	-	-
	- Action 2: Development of SWM system in camps and host com.					UNDP	30000	00555	72100	Contractual Services	-	-	-	-	-
	- Action 3: Design and introduce SWM system/ network and day to day operation of waste collection, segregation, recovery and safe disposal through cash for works					UNDP	30000	00555	72100	Contractual Services	-	-	-	-	-
	- Action 4: Construction of intermediate solid waste pits through cash for works					UNDP	30000	00555	72100	Contractual Services	-	-	-	-	-
	- Action 5: Procurement of working tools and perimeter/gate material for waste pit					UNDP	30000	00555	72100	Contractual Services	-	-	-	-	-
	1.2.1 CFW for waste pit construction	X	X			BRAC (6753)	30000	00555	73100	Contractual Services	-	-	16,412	17,200	
	1.2.2 PPE, working tools & perimeter for composting units	X	X	X		BRAC (6753)	30000	00555	72300	Contractual Services	-	-	36,263	33,000	
	1.2.3 CFW for waste disposal			X	X	BRAC (6753)	30000	00555	73100	Contractual Services	-	-	100,000	170,820	
	1.2.4 PPE and working tools for regular waste transport & disposal			X		BRAC (6753)	30000	00555	72300	Contractual Services	-	-	3,424	-	
	1.2.5 NGO Implementation costs			X		BRAC (6753)	30000	00555	71800	Contractual Services	-	-	50,000	47,321	

EXPECTED OUTPUTS Components or major interim Results of the project : To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity results are the outputs of the project and actions are the activities for achieving each output- not to be included in Action	Timeframe			Responsible Party	Fund Code	Planned Budget for 2020							
		Q1	Q2	Q3			Q4	Budget Code	Donor	Budget Description	Amount (USD) 2018	Amount (USD) 2019	Amount (USD) 2020	Amount (USD) 2021
Baselines: 0 Indicators: 1.1: Ratio of waste generated to waste cleared / moved to the landfill 1.2: Perception of general waste management in life conditions improved 2020 Target / Deliverables: 1.1:50% 1.2: Perception of general waste management in life conditions improved by 30% increased.	3. Activity Result: New waste management infrastructure													
	- Action 1: Employ consultant for landfill needs assessment/site search/feasibility studies	X				UNDP	30000	00555	71300	National Consultant	1,870	69	6,011	
	- Action 2: Employ consultant for inception studies and development of design criteria and options					UNDP	30000	00555	71300	National Consultant	-	-	-	
	- Action 3: Employ consultant to conduct Environmental impact assessment					UNDP	30000	00555	71300	National Consultant	-	-	-	
	- Action 4: Employ local company/consultant to do topographic survey and mapping					UNDP	30000	00555	71300	National Consultant	-	-	-	
	- Action 5: Hire consultant to do landfill detail design, tender documents & tender process					UNDP	30000	00555	71300	National Consultant	-	-	-	
	- Action 6: Engage contractors for the construction of Landfill					UNDP	30000	00555	71300	National Consultant	-	-	-	
	- Action 7: Procure equipment for landfill operation					UNDP	30000	00555	71300	National Consultant	-	-	-	
	- Action 8: Handover the landfill to government					UNDP	30000	00555	71300	National Consultant	-	-	-	
	1.3.1 Sanitary landfill needs assessment/site search/feasibility studies	X	X			UNDP	30000	00555	71300	National Consultant	-	-	18,368	
	1.3.2 Inception studies and development of design criteria and options	X	X			UNDP	30000	00555	71300	National Consultant	-	-	33,000	
	1.3.3 Environmental impact assessment		X	X		UNDP	30000	00555	71300	National Consultant	-	-	28,400	
	1.3.4 Landfill topographic mapping	X	X			UNDP	30000	00555	71300	National Consultant	-	-	21,600	
	1.3.5 Detailed design, tender documents & tender process		X	X		UNDP	30000	00555	71300	National Consultant	-	-	70,000	
	1.3.6 Construction of Landfill (including Technical Assistance)		X	X		UNDP	30000	00555	71300	National Consultant	-	-	200,000	
	1.3.7 Provision of equipment for landfill operation					UNDP	30000	00555	71300	National Consultant	-	-	220,000	
	1.3.8 Handover to government, operation and maintenance training					UNDP	30000	00555	71300	National Consultant	-	-	13,400	
	General Management Services (GMS) x %	X	X	X	X	UNDP	30000	00555	75100	Facilities & Administration	134	2,484	70,885	
Total of Atlas Activity # 1											1,804	33,536	954,385	1,633,000
Atlas Activity #2: Changing Behaviours and Attitudes	1. Activity Result: Recycling & livelihoods development													
	- Action 1: Develop communication strategy for the SWM project.	X				UNDP	30000	00555	71300	National Consultant	-	-	-	
	- Action 2: Hiring 2 NGO partners	X				UNDP	30000	00555	72100	Contractual Services	-	-	-	
	- Action 2: Develop business plans, budgets and operation plans with grantees and SWM livelihoods expansion and campaign for recycling/composting					UNDP	30000	00555	72100	Contractual Services	-	-	-	

EXPECTED OUTPUTS Components or major interim Results of the project : To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity results are the outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Planned Budget for 2020					Amount (USD) 2021		
		Q1	Q2	Q3	Q4			Donor Code	Budget Code	Budget Description	Amount (USD) 2018	Amount (USD) 2019		Amount (USD) 2020	
	- Action 3: Support the establishment of sustainable and profitable job and business opportunities in the entire waste management chain: collection, recycling, re-use, disposal and composting	X				PA (9537)	30000	00555	72100	PRACTICAL ACTION	-	-	-		
		X				PA (9537)	30000	00555	71800	PRACTICAL ACTION	-	-	6,836		
		X				PA (9537)	30000	00555	71800	PRACTICAL ACTION	-	-	41,091		
		X				PA (9537)	30000	00555	73100	PRACTICAL ACTION	-	-	5,810		
		X				PA (9537)	30000	00555	74500	PRACTICAL ACTION	-	-	7,792		
		X				PA (9537)	30000	00555	75700	PRACTICAL ACTION	-	-	18,631		
	- Action 4: Provision of SWM livelihoods-related equipment to small scale community-based businesses					UNDP	30000	00555	72100	Contractual Services	-	-	-		
	- Action 5: Conduct workshops and trainings for successful grantees	X				UNDP	30000	00555	72100	PRACTICAL ACTION	-	-	-		
		X				PA (9537)	30000	00555	72300	PRACTICAL ACTION	-	-	36,956		
		X				PA (9537)	30000	00555	72400	PRACTICAL ACTION	-	-	934		
		X				PA (9537)	30000	00555	72500	PRACTICAL ACTION	-	-	1,061		
	- Action 6: Hiring consultant to conduct specific SWM Livelihoods trainings	X				UNDP	30000	00555	71300	National Consultant	-	-	5,975		
	2.1.1 Collection & analysis of market information and identification of business opportunities	X				UNDP	30000	00555	71300	National Consultant	-	-	9,025	7,500	
	2.1.2 Develop business plans, budgets and operation plans with grantees (1,098,800 to 542,500 BDT).	X				PA (9537)	30000	00555	72100	Contractual Services	-	-	1,500	5,115	
	2.1.3 Provision of grant and other support to small scale business => Grants from 18,240,000 TO 9,863,675 BDT.		X	X	X	PA (9537)	30000	00555	72100	Contractual Services	-	-	33,991	87,120	
	2.1.4 Capacity building workshop/training for successful grantees			X	X	PA (9537)	30000	00555	72100	Contractual Services	-	-	2,200	3,440	
	2.1.5 Personnel for activity implementation: mapping IPS, grant management, etc.			X	X	PA (9537)	30000	00555	72100	Contractual Services	-	-	21,049	25,500	
	2.1.6 Project implementation costs by NGO partner	X	X	X	X	PA (9537)	30000	00555	71800	Contractual Services	-	-	10,100	20,000	
2. Activity Result: Local government engagement and capacity building												-	-	-	
	- Action 1: Teknaf Advisory Technical Group					UNDP	30000	00555	71300	National Consultant		16,603	-	-	
	- Action 2: Support the capacity of UNO staff and union pourishad in operational and execution of SWM activities	X				UNDP	30000	00555	75700	Training & workshops		235	1,618	-	
	- Action 3: Technical and financial support to UNO and Union Pourishad on the operational SWM activities					UNDP	30000	00555	75700	Training & workshops		3,918	62,636	-	
	- Action 4: Hire consultant for landfill operation training					UNDP	30000	00555	71300	National Consultant		-	-	-	
	- Action 5: Logistical support for site visit, assessment and monitoring	X				UNDP	30000	00555	71600	Travel		-	136	-	
	2.2.1 Training, workshops and exchange visit	X	X	X		UNDP	30000	00555	71800	Travel		9,007	23,500	-	
2.2.2 Technical and financial support to LGU on the operational waste management activities	X	X	X	X	UNDP	30000	00555	75700	Training & workshops		-	24,211	46,400		

EXPECTED OUTPUTS Components or major interim Results of the project : To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity means are the outputs of the Project and Actions are the activities for achieving each output- not to be included in Activities in Atlas	Timeframe				Responsible Party	Fund Code	Donor Code	Budget Code	Planned Budget for 2020			
		Q1	Q2	Q3	Q4					Budget Description	Amount (USD) 2019	Amount (USD) 2020	Amount (USD) 2021
Baseline:0	2.2.3 Logistics support for site visit, assessment and monitoring	X	X	X	X	UNDP	30000	00555	75700	Training & workshops	-	14,808	9,600
	3. Activity Result: Household engagement for improved segregation and recycling of waste										-	-	-
	- Action 1: Pilot the project in Teknaf (Field Facilitator)					UNDP	30000	00555	71400	Contractual services - individual	74,945	-	-
	- Action 2: Develop plans and implement the households level engagement segregation and recycling					UNDP	30000	00555	72100	PRACTICAL ACTION	-	-	-
	- Action 3: Provision of waste bins for households and markets					UNDP	30000	00555	72100	PRACTICAL ACTION	-	-	-
	- Action 4: Community training on waste segregation and household level composting					UNDP	30000	00555	72100	PRACTICAL ACTION	-	-	-
	- Action 5: Provision of materials and tools for household level composting					UNDP	30000	00555	72100	PRACTICAL ACTION	-	-	-
	2.3.1 Provision of waste bins	X	X			UNDP	30000	00555	71400	Contractual Services	-	68,956	-
	2.3.2 Community training on waste segregation and household-level composting		X	X	X	PA (9537)	30000	00555	75700	Contractual Services	-	5,300	9,400
	2.3.3 Project implementation costs by NGO partner		X	X	X	PA (9537)	30000	00555	71800	Contractual Services	-	10,000	27,000
	2.3.4 Personnel for activity implementation		X	X	X	PA (9537)	30000	00555	71800	Contractual Services	-	18,809	30,400
	4. Activity Result: "3Rs" awareness campaign (Reduce, Reuse, Recycle)										-	-	-
	- Action 1: Implementing campaign in Teknaf municipality					UNDP	30000	00555	72100	Contractual Services/ NGO	-	-	-
	- Action 2: Develop plans and implement the 3R awareness campaign					UNDP	30000	00555	72100	PRACTICAL ACTION	-	-	-
	- Action 3: Provision of communal waste bins and banner for public awareness campaign in public facilities					UNDP	30000	00555	72100	PRACTICAL ACTION	-	-	-
	- Action 4: Installation of Garbage Bank and conduct awareness training on waste 3R at schools					UNDP	30000	00555	72100	PRACTICAL ACTION	-	-	-
	- Action 5: Awareness campaign on SWM through radio programme					UNDP	30000	00555	72100	Contractual Services/ Radio	-	-	-
	2.4.1 Provision of waste bins set for public locations (from 60,300 to 7,853 USD).	X	X			UNDP	30000	00555	72100	Contractual Services/ NGO	-	14,000	-
	2.4.2 Poster/banner and communication strategy			X	X	PA (9537)	30000	00555	72100	Contractual Services	-	10,355	10,250
	2.4.3 School garbage bank and educational program			X	X	PA (9537)	30000	00555	72100	Contractual Services	-	4,500	7,850
	2.4.4 Radio program on waste management			X	X	UNDP	30000	00555	72100	Contractual Services/ NGO	-	3,050	3,050
	2.4.5 Personnel for activity implementation			X	X	PA (9537)	30000	00555	71800	Contractual Services	-	21,000	10,800
	2.4.6 NGO implementation costs			X	X	PA (9537)	30000	00555	72100	Contractual Services	-	10,000	21,955
	5. Activity Result: Contingency planning										-	-	-
	- Action 1: Hiring NGO partners to plan and implement the contingency SWM clearance					UNDP	30000	00555	71300	National Consultant	-	-	-

EXPECTED OUTPUTS Components or major interim Results of the project; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activities and actions are the outputs of the project and actions are the activities for achieving each output; not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Donor Code	Planned Budget for 2020				
		Q1	Q2	Q3	Q4				Budget Code	Budget Description	Amount (USD) 2018	Amount (USD) 2019	Amount (USD) 2020
Indicators: 2.1: Ratio of waste generated to waste segregated / recycled (baseline to be measured by project team upon 2020 Target / Deliverables: 2.1: 50% of waste generated to waste segregated 2.2: Awareness level of 3R 50% increased.	- Action 2: Cash for works for disaster waste cleaning					UNDP	30000	00555	72100	Contractual Services	-	-	-
	- Action 3: Procurement of working tools for debris removal					UNDP	30000	00555	72100	Contractual Services	-	-	-
	- Action 4: Hire contractor to prepare site for hazardous waste and disaster debris					UNDP	30000	00555	75700	Training & Workshops	-	-	-
	2.5.1 CHW for disaster debris cleaning (500 x 20 days)	X	X			UNDP	30000	00555	71300	National Consultant	-	-	22,955
	2.5.2 PPE and working tools for debris removal	X	X			UNDP	30000	00555	72100	Contractual Services	-	-	17,728
	2.5.3 Site preparation for hazardous waste and disaster debris	X				UNDP	30000	00555	72100	Contractual Services	-	-	11,250
	2.5.4 NGO Implementation cost			X	X	UNDP	30000	00555	75700	Training & Workshops	-	-	8,000
	General Management Services (GIMS) %	X	X	X	X	UNDP	30000	00555	75100	Facilities & Administration	313	13,074	39,454
													27,500
													5,270
Total of Atlas Activity # 2											4,231	176,500	532,631
Atlas Activity # 3: Technical Assistance and Management Cost (Project Support Costs)	1. Activity Result: Mobilize Technical assistance												388,163
	- Action 1: Recruitment of Different International Technical Experts					UNDP	30000	00555	71200	International consultant	13,528	162,939	52,800
	- Action 2: Engage International waste management coordinator from MSB	X				UNDP	30000	00555	71300	National Consultant /MSB	-	388	-
	- Action 3: Engage International WfM Livelihoods Specialist from MSB	X				UNDP	30000	00555	71300	National Consultant /MSB	-	26,024	9,900
	- Action 4: Recruitment of national waste management specialist					UNDP	30000	00555	71400	Contractual services - individual	10,000	44,237	-
	- Action 5: Recruitment of a national infrastructure and livelihoods support					UNDP	30000	00555	71400	Contractual services - individual	-	40,745	-
	- Action 6: Recruitment of a national community mobilization support person					UNDP	30000	00555	71400	Contractual services - individual	1,581	40,000	-
	2. Activity Result: Management Cost												-
	- Action 1: Travel and DSA	X				UNDP	30000	00555	71600	Travel	4,607	13,043	1,816
	- Action 2: Security					UNDP	30000	00555	73100	UNDP contribution			-
	- Action 3: Office stationery	X				UNDP	30000	00555	72500	Supplies		1,003	174
		X				UNDP	30000	00555	72300	Goods		21,504	183
		X				UNDP	30000	00555	72800	IC Equipment			53
	- Action 4: Premises and utilities	X				UNDP	30000	00555	73400	UNDP contribution			3,595
	- Action 6: Monitoring and evaluation					UNDP	30000	00555	71400	Contractual services - individual		22,875	-
	- Action 7: UNDP office support					UNDP	30000	00555	71400	Contractual services - individual			-
	- Action 8: Communication and visualization					UNDP	30000	00555	74200	Communication products			-
	- Action 9: Audit					UNDP	30000	00555	74100	Audit	77,980	46,880	-
Baseline: 0	3.1.1 International Technical Advisers and Specialists (IC)	X	X	X	X	UNDP	30000	00555	71200	International consultant	-	-	57,300
	3.1.2 Project Manager National Waste Management Specialist (SB-4)	X	X	X	X	UNDP	30000	00555	71400	Contractual services - individual	-	-	50,000
	3.1.3 National Infrastructure & Livelihoods Support (SB-3)	X	X	X	X	UNDP	30000	00555	71400	Contractual services - individual	-	-	24,150
	3.1.4 National Community Mobilization Officer (SB3)	X	X	X	X	UNDP	30000	00555	71400	Contractual services - individual	-	-	3,000
	3.1.5 Monitoring & Evaluation Officer (SB4)	X	X	X	X	UNDP	30000	00555	71400	Contractual services - individual	-	-	34,800
	3.1.6 Vehicle purchase	X	X	X	X	UNDP	30000	00555	BA004	Vehicle Purchase	-	-	-

EXPECTED OUTPUTS Components or major interim Results of the project : To be shown as Activities in Atlas	PLANNED ACTIVITIES <small>Activity results are the outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas</small>	Timeframe				Responsible Party	Fund Code	Donor Code	Planned Budget for 2020					
		Q1	Q2	Q3	Q4				Budget Code	Budget Description	Amount (USD) 2018	Amount (USD) 2019	Amount (USD) 2020	Amount (USD) 2021
Indicators: 2020 Target/ Deliverables: 2020 Targets/Deliverables: Related CPD Outcome:	3.1.7 Local travel	X	X	X	X	UNDP	30000	00555	71600	Travel/mission/monitoring	-	-	14,014	12,000
	3.1.8 Office support cost	X	X	X	X	UNDP	30000	00555	72300	Vehicle Fuel and Maintenance	-	-	4,000	5,000
		X	X	X	X	UNDP	30000	00555	73100	Security, IT Help Desk, UN Clinic	-	-	7,900	6,000
		X	X	X	X	UNDP	30000	00555	73400	Office Space	-	-	9,405	9,000
	General/ Management Services (GMS) x %	X	X	X	X	UNDP	30000	00555	72500	Supplies and Stationery	-	-	4,590	5,000
X		X	X	X	UNDP	30000	00555	74100	Audit	-	-	5,000	5,000	
Total of Atlas Activity # 3											116,312	452,991	325,609	172,303
Total 2020 Project Budget											122,346	663,027	1,812,625	2,193,466

Total Budget by Output:	Output/Activity:	Amount In
	Output-1	2,622,725
	Output-2	1,101,525
	Output-3	1,057,215
	Total (Activity wise):	4,781,464
Total Budget by Fund & Donors:	DONORS:	
	CORE/TRAC FUND	
	Swedish-SIDA(00555)	4,781,464
	Total Programme Budget	4,781,464
Total by Implementing Agency:	Implementing Agency	
	UNDP:	3,290,389
	BRAC (6753)	884,280
	Practical Action (9637)	506,795
	NIM:	
	Total Project Budget:	4,781,464

30/5/2020

Sayed Monjurul Hoque
Solid Waste Mgt Specialist
UNDP Bangladesh

Mir Ali Asgar
Programme Coordinator
UNDP Cox's Bazar

Sudipto Mukerjee
Resident Representative
UNDP Bangladesh

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, this plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Project Name (CXB SOLID WASTE MANAGEMENT PROJECT SWM) Procurement Plan - 2020

Country Office	Bangladesh
Submitted by:	COX'S Bazar Sub-Office
Date:	28/01/2020

Instructions:

- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects
- If you need additional lines, right-click and "insert" rows, do not copy-paste, to keep drop-down menus & format.

Green: Multiyear contract

Project Name	Project ID	Type of Supply	Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Requested delivery date (goods, works) or start of services	Finalization of services date	End user of goods, services or works	Procurement Process Status	Expected day
SIDA - SWM	00112436	Services	Consulting Firm Services	Different International Technical Experts	Days	132	\$909.09	\$120,000.00	7/1/2020	12/31/2020	UNDP	Not Started	7/1/2020
SIDA - SWM	00112436	Services	Individual Consultant (IC) Local	Initial Exploration for feasibility study	Service	1	\$15,000.00	\$15,000.00	3/1/2020	5/15/2020	UNDP	Initiated	3/1/2020
SIDA - SWM	00112436	Services	Consulting Firm Services	Sanitary landfill needs assessment/site search/feasibility studies & Geographical/Topographical Survey and mapping	Service	1	\$41,600.00	\$41,600.00	4/1/2020	7/31/2020	Community	Not Started	4/1/2020
SIDA - SWM	00112436	Services	Consulting Firm Services	Inception studies and development of design criteria and options	Service	1	\$33,000.00	\$33,000.00	6/1/2020	9/1/2020	Community	Not Started	6/1/2020
SIDA - SWM	00112436	Services	Consulting Firm Services	Environmental Impact assessment	Service	1	\$26,400.00	\$26,400.00	8/1/2020	10/1/2020	Community	Not Started	8/1/2020
SIDA - SWM	00112436	Services	Consulting Firm Services	Detailed design, tender documents & tender process	Service	1	\$70,000.00	\$70,000.00	10/1/2020	12/1/2020	Community	Not Started	10/1/2020
SIDA - SWM	00112436	Services	Other Services	Engage contractors for the construction of Landfill	Service	1	\$200,000.00	\$200,000.00	9/1/2020	10/1/2020	Community	Not Started	9/1/2020
SIDA - SWM	00112436	Services	Other Services	Procurement of SWM Livelihoods-related equipment to small scale community-based businesses	Service	1	\$30,000.00	\$30,000.00	5/1/2020	8/1/2020	Community	Not Started	5/1/2020
SIDA - SWM	00112436	Services	Individual Consultant (IC) Local	Procurement of SWM Livelihoods-related equipment to small scale community-based businesses (technical support)	Service	1	\$15,000.00	\$15,000.00	3/1/2020	6/1/2020	Community	Not Started	2/1/2020
SIDA - SWM	00112436	Services	Individual Consultant (IC) Local	Local government engagement strategy (assessment)	Service	1	\$15,000.00	\$15,000.00	2/15/2020	4/30/2020	UNDP	Initiated	2/15/2020
SIDA - SWM	00112436	Services	Individual Consultant (IC) Local	Local government engagement strategy (trainings)	Service	1	\$15,000.00	\$15,000.00	5/1/2020	8/1/2020	UNDP	Not Started	5/1/2020
SIDA - SWM	00112436	Services	Other Services	Radio programme on waste management	Service	1	\$6,100.00	\$6,100.00	8/1/2020	12/1/2020	Community	Not Started	8/1/2020
SIDA - SWM	00112436	Goods	Other Services	Procurement of bins	Service	1	\$50,000.00	\$50,000.00	3/1/2020	4/1/2020	Community	Not Started	3/1/2020
Total Estimated 2020 Procurement Plan (USD)									637,100				


 Sayed Mohiurul Hoque
 Waste Management Specialist, SWM
 Cox's Bazar Sub-Office, UNDP

UNDP Bangladesh Recruitment Plan - 2020

Project/Country Office: Sustainable Solutions to Solid Waste, Cox's Bazar

1. Position management- Existing Staff (both national and international if applicable)

Name	Position title	Contract modality	Category /Band	No. Positions	Contract end date	Planned extension	Remarks	Funding availability
Sayed Monjurul Hoque	National Waste Management Specialist	SC	SB4	1	4/6/2020	8/31/2021	May be further extended	Yes
Md. Safiur Rahman	M&E Specialist	SC	SB4	1	6/9/2020	8/31/2021	May be further extended	Salary quarterly shared from SWM
Md. Mahmudul Amim	National Infrastructure and Environmental Associate	SC	SB3	1	4/2/2020	8/31/2021	May be further extended	Yes
Saleha Akhter	Community Mobilization Officer	SC	SB3	1	12/1/2020	8/31/2021	May be further extended	Yes
Khairun Nahar	Programme Assistant	SC	SB2	1	7/20/2020		May be further extended	Yes
Ananda Barua	Driver cum Messenger	SC	SB1	1	12/16/2020	8/31/2021	May be further extended	Yes

2. Recruitment Plan for 2020 - New Hire

Position	Annual Work Plan reference	Contract modality	Number of positions	Category/B and	Contract duration	Expected Date of joining	Funding availability

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Project Monitoring and Evaluation Plan

Project Title and Duration:		Solid Waste Management									
Project ID (Atlas):		00112439									
UNDAF/CPO Outcome:		By 2020, relevant state institutions, together with their respective partners, enhance effective management of the natural and man-made environment, focusing on improved									
Strategic Plan Outcome:		Crisis Prevention and Recovery									
Output 1.1 QUICK IMPACT WASTE REMOVAL PROJECTS											
Project Output Indicators:	Appraising in which project documents	Baseline (Year)	Target (By 15-August 21)	Progress Against Target (N/Y)*	Data Collection Methods (O&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (O&E Cost)	Assumptions and Risks	
1.1.1 Number of campsite communities where uncontrolled piles of solid waste have been cleared	SDA	0	25	10	Document review, Physical observation	Sample before and after picture, Implementing NGO report	Yearly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
1.1.2 Number of women and men benefiting from waste clearance	SDA	0	480,000	347,940	HH interview, FGD, KI, Physical observation	Targeted HH Implementing NGO report	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Targeted HH will be available to respond.	
1.1.3 Cubic meters of waste cleared	SDA	0	10,000	1,218	Document review	Waste collection register, Assafran Implementing NGO report	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
1.1.4 Total number of labour days created under quick income schemes	SDA	0	16,144	4,395	Document review	Sample picture of income schemes CFW Payment sheet Implementing NGO report	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
Expected Output 1.2: Basic waste management system											
1.2.1 Number of target villages with functioning SWM system	SDA	0	25	1	Document review, Physical observation	Waste collection register, by location Implementing NGO report	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
1.2.2 Total population benefiting from the established and functioning systems	SDA	0	500,000	6,750	HH interview, FGD, KI	Targeted HH Implementing NGO report	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Targeted HH will be available to respond.	
1.2.3 Number of waste bins distributed at the community level	SDA		12300	674	Document review, HH interview, KI	Bin distribution master-plan, Picture of the distribution event, targeted HH Implementing NGO report	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review. Targeted HH will be available to respond.	
1.2.4 Cubic meters of solid waste collected and disposed of through maintenance systems	SDA		34000	179	Document review, Physical observation	Waste collection register and disposed, by location	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
1.2.6 Reduction in water contamination (presence of solid waste) Y/N	SDA	0	Y	Not measured yet	Document review, KI	Pictures Before after, Waste collection register and disposed, by location	Yearly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
Expected Output 1.3: New waste management infrastructure											
1.3.1 Total number of locations / communities served by a new landfill/Material Recovery Facility	SDA	0	25	0	Document review, FGD	Landfill waste Register	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review. Targeted HH will be available to respond.	
1.3.2 One New landfill constructed according to standards		0	1	0.5	Document review	Pictures, Construction documents (approved plan, work order, ...)	yearly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
1.3.3 Cubic meters of waste disposed of the new landfill/Material Recovery Facility	SDA	0	40000	1216	Document review	Landfill Register	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
Expected Output 2.1 Recycling and livelihoods development.											
2.1.1 Cubic meters of waste segregated/handled by local entrepreneurs/businesses supported	SDA	0	12000	0	Document review, physical observation.	Informal recycling sector database	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.	
2.1.2 Number of small waste recycling business schemes established, i.e. in-kind grants (equipment) provided		0	20	20	Document review, physical observation, interview.	Grants received documents, business proposal, Agreement...	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review. Targeted HH will be available to respond.	

2.1.3 Cubic meters of waste segregated/recycled of waste segregated by the HH level	0	12000	69	Document review, physical observation.	business proposal of CPN/community groups.	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.
2.1.4 Total income generated through waste-related businesses	TBD				business proposal of CPN/community groups.				
# of SME supported by project with increased productivity.	0	Not measured yet.	10	Document review, physical observation.	Accounts book of the SWE	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.
Expected Output 2.2 Local government engagement and capacity building									
2.2.1 Number of local government staff trained on SWM	0	40	30	Document review, physical observation, Interview	Training attendance sheet. Figure.	Yearly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review. Targeted HH will be available.
2.2.2 Number of local government staff actively participating in the project implementation in a short time (learning by doing)	0	40	2	Document review, KI	Project event report, picture.	Yearly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review. Targeted HH will be available to respond
2.2.3 Solid Waste Management model developed and owned by the Government	0	1	0	Document review, KI	Approved SWM model.	Yearly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.
2.2.4 SWM master plan developed and incorporated in the revised District Development Plan	0	1	0	Document review, KI	Approved SWM at District Development Plan.	Yearly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.
2.2.5 Government budget allocated for SWM in the last year of project implementation	N	Y	N	Document review, KI	Municipality Upazila/Union Parishad Budget document	Yearly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.
Expected Output 2.3 HH engagement for segregation and recycling of waste									
2.3.1 Number of households served by waste bins distributed in the household level	0	50000	2700	Document review, KI, HH interview	Bin distribution materials, waste collection register, Picture of the distribution event	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review. Targeted HH are available to respond.
2.3.2 Number of household members socialized to waste management practices (one person per household)	0	50000	2700	Document review, KI, HH interview	Attendance sheet of awareness meeting/session and CPN/Community mobilizer's one to one communication. HH	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review. Targeted HH will be available to respond
2.3.3 % of households and mortal stores composting their organic waste	0	25%	50%	Document review, KI, HH interview	Organic waste register. HH	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review. Targeted HH will be available to respond
Expected Output 2.4 Three Rs (Reduce, Reuse, Recycle) awareness campaign									
2.4.1 Number of public facilities equipped with bin and bin/gain	0	1500	0	Document review, physical observation.	Distribution register, Geo-location.	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.
# of bins distributed in public location	0	12000	0	Document review, physical observation.	waste segregate register	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.
2.4.2 Cubic meters of waste segregated in public places	0	80000	0	HH interview, FGD	Targeted HH	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Targeted HH will be available to respond.
2.4.3 Number of people who demonstrate basic knowledge about 3RR (Reduce, Reuse, Recycle) (one per household)	0	150000	0	HH interview, FGD	Targeted HH	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Targeted HH will be available to respond.
2.4.4 Number of messages exposed to radio campaigns (two per household)	0								
Output 2.5 Contingency Planning									
2.5.1 Number of camps and villages covered by contingency plans	0	25	0	Document review	contingency plans	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.
2.5.2 Emergency scenarios identified	N	Y	Y	Document review	Emergency scenario Development documents.	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget. SWMP	Implementing agencies will preserve the documents and assist for review.

Strategic Planning Output 3.4.1: Innovative nature based and gender-responsive solutions developed, financed and applied for sustainable recovery

SP Output Indicators with code number	Baseline	Target	Progress Against Target (MY)	Data Collection Methods	Means of Verification	Frequency	Responsibility	Resources (Cost)	Assumptions and Risks
# of women demonstrate basic knowledge about NRR (Reduce, Reuse, Recycle)		60%	Not measured yet						
# of women increased 30% increased income through GPM initiative by SWM project.	0	10%	17 women	HH Interview, FGD	Targeted HH	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Targeted HH will be available to respond.
# of women entrepreneurs become enterprise with the support of SWM project.		10%	0%						

1) A number of evaluations with be completed collaboratively with development partners, including EC, DFID, DfID, DfID and others

Strategic Planning Output 3.4.1: Innovative nature based and gender-responsive solutions developed, financed and applied for sustainable recovery

SP Output Indicators with code number	Baseline	Target	Progress Against Target (MY)	Data Collection Methods	Means of Verification	Frequency	Responsibility	Resources (Cost)	Assumptions and Risks
# of vulnerable people supplied		0 TBD	705	Document review	Targeted CIVV and local leaders and religious community	Quarterly	SWM project team and UNDP staff member.	Local travel Section 3.7 of donor budget, SWMP	Implementing agencies will preserve the documents and assist for review.

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Actions	Person/Unit Responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount	%	
Objective: To enhance preparedness for disaster, extreme weather and seasonal response of government, humanitarian actors, and most-vulnerable communities in Cox's Bazaar district					
Result 1: Local government capacity to manage disaster and extreme weather events in the district s is strengthened					
1. 1. Activity Result: Quick Impact Waste Management Project					
Gender Sensitive Cash for Works (Ensure Women Friendly PPE for women cash for workers)	IP (BRAC)	1st and 2nd Quarter	USD 1,000	10%	No of female cash for workers received women friendly PPE
2. 1. Activity Result: Recycling & livelihoods development					
Gender Segragated data collection through M&E system	UNDP (M&E)	Round the year			No of Interventions covered by gender segregated data collection.
Developing SWM Gender Strategy	UNDP (Livelihood Specialist)	2nd Quarter	10,000		Final Gender Strategy for SWM

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SWM						
PROJECT ACTIVITY	Target audience (ranked by importance, highlight if contacts already made)	Communication Activities & Tools (how best to reach your respective target audiences with the key messages?)	Timing (when is the activity due or time effort?)	Expected Result/Indicator of achievement (for each tool chosen)	Resource requirements (person/days required, budget implications (also consider outsourcing costs))	Responsible Unit/Person (And supporting unit/persons if any)
General Information/Visibility	Donor Country Audience SWM project (UP, Uttarakhand, NGOs, UN	Web UNDP/UNDP Social media Regular updates document (newsletter) Videos on Beneficiary stories/successful cases Brochure, Leaflet, Poster and Banner (Bengali & English) Press Release Project contact list for email dissemination. Project high quality photo/video documentation Promotional materials (notebook/reusable bag) Short videos for: waste segregations, community compost, others. Development of IEC materials – festoon, stickers	Video would be developed by May 2020, but other materials would be developed on regular basis or on need basis.	Materials developed and published.	For video outsourcing cost is required but for other activities only printing cost is required.	Hasan, CxB Comms, Procurement & CO Comms
Training HH and market owners	Beneficiaries – HH/Markets AND Scrap dealers/waste pickers		Video would be developed by May, and other IEC materials would be developed on regular basis or on need basis.	Materials developed and published	For video outsourcing cost is required but for other material only printing cost is required.	Hasan, CxB Comms, Procurement & CO Comms
Project communication / educational program	Schools General community population	Billboards Banners Radio program Development of IEC materials	IEC materials would be developed on regular basis or need basis.	Materials developed and published, and Radio program on aired.	Printing cost is required	Hasan, CxB Comms, Procurement & CO Comms



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RESOURCE MOBILIZATION ACTION PLAN
Sustainable Solutions to Solid Waste

Target Partner	Expected funding (+X% or \$Y from \$Z in YYYY)	Targeted area(s) of cooperation* (Linked to new Strategic Plan) (*Can also name the titles of associated projects)	Concrete actions and timing for engagement (Consider partners' budget cycle and most influencing persons for identifying good entry points for partnership and influencing funding decisions by partners. Specify the joint policy dialogues, high level meeting/letters, proposal submissions, etc. Indicate needed CO capacity investments)	Responsible CO Unit/Person (And supporting unit/persons if any)
SIDA	N/A	N/A	N/A	N/A


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Atlas Award ID: 00113842 (DRRF)	ANNUAL WORKPLAN - AWP for 2020 (Version-E)											
Atlas Project ID: 00112437 (C2RP)												
Project/Programme Title:	Community Recovery and Resilience (C2RP)											
UNDAF Outcome:	By 2020, relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.											
Applicable Output(s) from the UNDP Strategic Plan:	Crisis Prevention and Recovery											
CPD Outcome:	Disaster Risk Reduction integrated into development planning (Outcome-3)											
CPD Output(s):	The immediate relief and Disaster Response needs of severely disaster affected people are met											
EXPECTED OUTPUTS	PLANNED ACTIVITIES				Timeframe		Resp. Party	Fund Code	Planned Budget			Budget Amount (USD 2020)
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas				Q1	Q2			Q3	Q4	Donor	
Atlas Activity # 1: Enhancing Social Cohesion and Preventing Conflict in Host Communities in CXB	Activity Results 1.1: Support networks of human rights defenders, local CBOs and NGOs to develop youth forums, clubs, train youth and adolescent groups to discuss social issues and participate in Upazila and Union development planning processes, to build inclusivity and tolerance within and between communities											
Baseline:	1.1.1 Develop training for selected organisations on youth development and peaceful co-existence of	X	X			UNDP	28120	12711	74200	Printing and publications	-	
	1.1.2 Train selected organisations on youth development and peaceful co-existence of	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	-	
	1.1.3 Establish youth Groups linked to development /Discussion Forums	X	X			UNDP	28120	12711	72600	Grants	-	
	1.1.4 Mapping of key stakeholders and existng community mechanisms	X	X			UNDP	28120	12711	71300	Local Consultants	-	
	1.1.5 Programme for PTIB Component to train police and other relevant stakeholders	X	X			UNDP	28120	12711	72100	Contractual Services	-	
	1.1.6 Capacity building pf CPF members and organise mass awareness campaign for community memebbers	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	-	
Indicators:	Activity Results 1.2: Create platforms in partnership with the NHRC for inter-faith dialogue and supported religious leaders, faith based organizations to facilitate inclusion and tolerance											
	1.2.1 Train religious leaders and women from affected area. Provide training to multi-ethnic/religious forum, HRDs and CSOs coalition on peace and social harmony.	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.		
	1.2.2 Travel/ Monitoring Visit Mission	X	X			UNDP	28120	12711	71600	Travel	-	
	Activity Results 1.3: Develop communication strategy with the local administration, establish community radio station, and broadcast of content contributing to social cohesion and increase in community understanding of the Rohingya crisis and response											
	1.3 .1 Train local government on peaceful co-existence, participatory planning, needs assessment and info mgt.	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.		
	1.3.2 Establish Community Joint Development /Discussion Forum	X	X			UNDP	28120	12711	72600	Grants	-	
	Activity Results 1.4: Support local government public engagement platforms, including town hall meetings to engage community over social and development issues and for greater consensus											
	1.4.1 Support the UPS for developing a module and conduct training to enahnce the capacity to plan and develop proposal	X	X			UNDP	28120	12711	71300	Local Consultants	-	
	1.4.2 Develop training for local governement on peaceful co-existence, partiapiatory planning, need assessment and information management and sharing	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	-	
	1.4.3 Supports UPs in organising coordination meetings with different stakeholders for finalising UP	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	-	

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EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Resp. Party	Fund Code	Planned Budget			
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD 2020)
2020 Target:	2.1.1.5_CVT- Community Volunteers /Traslator	X	X	X		UNDP	30000	00040	71300	IC-National Consultant	8,000.00
150 Camp Police Officer will be trained on the aspects of Camp Security and Community Policing	2.1.1.6_RoP- Rental of Premises	X	X	X		UNDP	30000	00040	73400	Rental & Maint-Premises	4,500.00
		Total 2.1.1 Results									57,500.00
100 CPF leaders from the host community members will be trained to implemnt security plan to prevent crime and social tension	Activity Results 2.1.2 : Develop Community security and policing governance structure and create access to jsutice for the Camp Community Members										
20 Camp Maji Leaders will receive traninign on the Community Security and Policing to ensure peaceful co-existence and prevent crime and social disorder.	2.1.2.1_TRCPF- Joint training for the CPF and Police at the Camp 20 Ext	X	X	X		UNDP	30000	00040	75700	Training, workshop & Conf.	5,500.00
	2.1.2.2_ICT- ICT Equipment	X	X	X		UNDP	30000	00040	72800	ICT Equipment	6,700.00
Orientation on School Programme thorough Police Officers in 7 schools to cover 700 student to support the CPF programme and prent social crime and disorder	2.1.2.3_CE- Community Events (Town halls,sports and sports equipment)	X	X	X		UNDP	30000	00040	75700	Community events -Sports and Materials	9,000.00
	2.1.2.4_MRE- Meeting related expenses	X	X	X		UNDP	30000	00040	75700	Meeting Expenses	7,500.00
500 Camp communtiy leaders including Maji will receive traninign on the Community Security and Policing to ensure peaceful co-existence and prevent crime and social disorder.	2.1.2.5_CWP- Consultation with Camp Community	X	X	X		UNDP	30000	00040	75700	Community Consultation	1,000.00
	2.1.2.6_EFPD- Equipment for Female Police Desk	X	X	X		UNDP	30000	00040	72300	Security Materials	8,000.00
	2.1.2.7_CPFH- Community Policing Programme for Host Community	X	X	X		UNDP	30000	00040	75700	Training, workshop & Conf.	8,000.00
	2.1.2.8_PKP- Printing for Knowledge Products	X	X	X		UNDP	30000	00040	74200	Printign of Knowledge Products	2,400.00
	2.1.2.9_ RAOP- Rapid Assessment of programme	X	X	X		UNDP	30000	00040	71600	ABM/ travel/Refreshment	1,000.00
		X	X	X		UNDP	30000	00040	72500	Stationary/Photocopy/ Supply	1,000.00
	2.1.2.10_SP- School Programme	X	X	X		UNDP	30000	00040	75700	Training, workshop & Conf.	5,000.00
		Total 2.1.2 Results									55,100.00
	Activity Results 2.1.3 : Project travel and management cost (Operation management)										
	2.1.3.1_PT- Partner Travel	X	X	X		UNDP	30000	00040	73400	Vehicle Rental	4,500.00
	General Management Service-GMS 8%	X	X	X		UNDP	30000	00040	75100	Facilities & Administration	9,368.00
		Total 2.1.3 Results									13,868.00
	Total of Activity: 2 (HQ SIDA- Rule of Law)										126,468
Atlas Activity:3 C2RP: RoL Support to Establishment of NHRC	RoL- Community Security and Access to Justice in the Rohingya Crisis Response (HQ BPPS - SIDA)										
	Activity Results 3.1 : Community Security and Access to Justice in the Rohingya Crisis Response thorough supporting NHRC										
Baseline: 0 Indicator: NHRC Sub-Office in CXB is established 2019 Target/Deliverables: At least 10 HR related issued dealt through the	3.1.1 Implementation of Responsible Party Agreement (RPA) Activities in Cox's Bazar by National Human Rights Commission- NHRC: (Establishment of NHRC office in CXB, Capacity Development Training/ Workshop, Travel, Communication, Office operation etc.)	X	X			NHRC 011321	30000	00555	72100	Contractual Services	-
Total of Activity: 3 (HQ SIDA- Rule of Law) NHRC 011321											-
Atlas Activity 4: 'Support to Community Stabilization and Resilience	Activity Results 4.1: Refurbishment and upgrading of police infrastructure provision of furniture and equipment, and with a special focus on creating adequate facilities for female police.										
	4.1.1 Refurbishment of police stations to include women's latrines, women-friendly private interview rooms for confidential cases, etc	X	X	X	X	UNDP	30000	00117	72100	Contractual Services	-


EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Resp. Party	Fund Code	Planned Budget				
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD 2020)	
Atlas Activity 6: Support to C2RP Programme (Social Cohesion and Rule of Law) (Donor: UNDP TRAC) Baseline: 0 Indicators:	Activity Result 6.1: Support to C2RP (ROL and Social Cohesion) (Donor: UNDP TRAC)											
	6.1.1 Project Manager		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	-	
	6.1.2 District Facilitator- RoL		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	-	
	6.1.3 District Facilitator- Local Governance		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	-	
	6.1.4 Project Assistant (National)		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	-	
	6.1.5 Technical Assistance		X	X	X	UNDP	04000	00012	71300	Local Consultants	-	
	6.1.6 Community Policing Forum Program		X	X	X	UNDP	04000	00012	75700	Training, workshop & Conf.	-	
	6.1.7 Mediation Program		X	X	X	UNDP	04000	00012	75700	Training, workshop & Conf.	-	
	6.1.8 Legal Aid Program		X	X	X	UNDP	04000	00012	75700	Training, workshop & Conf.	-	
	6.1.9 Youth Engagement Program		X	X	X	UNDP	04000	00012	75700	Training, workshop & Conf.	-	
	6.1.10 Hire National Consultant for CPF		X	X	X	UNDP	04000	00012	71300	Local Consultants	-	
	6.1.11 Hire National Consultant-Mediation		X	X	X	UNDP	04000	00012	71300	Local Consultants	-	
	6.1.12 Hire National Consultant-Case referaal mechanism		X	X	X	UNDP	04000	00012	71300	Local Consultants	-	
	6.1.13 Hire Consultant for Local Planning		X	X	X	UNDP	04000	00012	71300	Local Consultants	-	
	6.1.14 Local Planning		X	X	X	UNDP	04000	00012	75700	Training, workshop & Conf.	-	
	6.1.15 Program cost (Travel)		X	X	X	UNDP	04000	00012	71600	Travel	-	
	6.1.16 Program monitoring and evaluation		X	X	X	UNDP	04000	00012	71600	Travel	-	
	6.1.17 Hire Consultant for Conflict Analysis		X	X	X	UNDP	04000	00012	71200	International Consultants	-	
	6.1.18 Hire Consultant for Programme Dev (DRR)		X	X	X	UNDP	04000	00012	71200	International Consultants	-	
	6.1.19 Technical Assisatnce (RC/ Nexus)		X	X	X	UNDP	04000	00012	72100	Contractual Services	-	
	6.1.20 Hire Int Consultant for programme dev (RoL)		X	X	X	UNDP	04000	00012	71200	International Consultants	-	
	6.1.21 Printing and communication		X	X	X	UNDP	04000	00012	74200	Printing and publications	-	
	6.1.22 Programme oversight and Mgt		X	X	X	UNDP	04000	00012	64300	CO Staff Services	-	
Total of Activity 6: Support to C2RP Programme (Social Cohesion and Rule of Law) (Donor: UNDP TRAC)												
Atlas Activity 6.1 : C2RP: RoL- Community Security and Policing First Phase Programme (TRAC)	Activity Results 6.1.1 : Provide administrative support to enhance the capacity building for smooth implementation											
	6.1.1.1_STA- Senior Technical Advisor : Community Security and Crime Prevention	X	X	X		UNDP	04000	00012	71200	IC. Int Consulatnt	48,000	
	6.1.1.2_PM-Project Manager	X	X	X		UNDP	04000	00012	71400	Service Contract-Individual	10,000	
	6.1.1.3_CSP- Community Security and Policing Expert	X	X	X		UNDP	04000	00012	71300	IC-National Consultant	15,000	
	6.1.1.4_CPE- Community Policing Expert	X	X	X		UNDP	04000	00012	71300	IC-National Consultant	17,000	
Baseline= 0		Total 6.1.1 Results										90,000
Target 2020	Activity Results 6.1.2 : Develop Community security and policing governance structure and create access to jsutice for the Camp Community Members											
50 Camp Police Officer will be trained on the aspects of Camp Security and Community Policing	6.1.2.1_STPC- Support to Police Camp	X	X	X		UNDP	04000	00012	75700	Training, workshop & Conf.	5,000	
60 CPF leaders from the host community members will be trained to implemnt security plan to prevent crime and social tension	6.1.2.2_ICT- ICT Equipment	X	X	X		UNDP	04000	00012	72800	ICT Equipment	8,300	
	6.1.2.5_CWP- Consultation with Camp Community	X	X	X		UNDP	04000	00012	75700	Community Consultation	5,000	
20 Camp Maji Leaders will receive traninign on the Community Security and Policing to ensure peaceful co-existence and prevent crime and social disorder.	6.1.2.8_PKP- Printing for Knowledge Products	X	X	X		UNDP	04000	00012	74200	Printign of Knowledge Products	5,457	
		Total 6.1.2 Results										23,757
Orientation on School Programme thorough Police Officers in 3 schools to cover 300 student to support the CPF programme and prent social crime and disorder	Activity Results 6.1.3 : Project travel and management cost (Operation management)											
	6.1.3.1_PT- Partner Travel	X	X	X		UNDP	04000	00012	73400	Vehicle Rental	4,500	


EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Resp. Party	Fund Code	Planned Budget			
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD 2020)
100 Camp community leaders including Maji will receive training on the Community Security and Policing to ensure peaceful co-existence and prevent crime and social disorder.	General Management Service-GMS 8%	X	X	X		UNDP	04000	00012	75100	Facilities & Administration	9,460
										Total 6.1.3 Results	13,960
	Total of Activity: 6 (UNDP-TRAC: Support to C2RP RoL & SC)										127,717
Atlas Activity: 7 Atlas Activity 7.1: positive Interactions initiated among Rohingya Refugee Women and Host Community. Legal Aid Awareness	Community Cohesion Amongst Women from Rohingya Refugees and host Community										
	Activity Results 7.1.1: Active and functional Legal Aid Committees in place at all 5 Unions (Two Upazila) and all the committee members know their role and responsibilities										
	7.1.1.1 Technical Assistance for programme support	X	X			UNDP	30000	00032	71400	Service Contract-Individual	-
	7.1.1.2 Admin Assistant (50%)	X	X			UNDP	30000	00032	71400	Service Contract-Individual	-
	7.1.1.4 Printing of the Develop IEC materials	X	X			UNDP	30000	00032	74200	Printing and publications	-
	Activity Results 7.1.2: Awareness of the community of legal aid service increased										
	7.1.2.1. Community awareness and capacity development program	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	-
	7.1.2.2 Organize community consultation to develop security plans	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	-
	7.1.2.3 Rental of Venues for meetings (UP Level planning)	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	-
	7.1.2.4 Capacity building of the UPLAC members of 5 Unions	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	-
	7.2.5 travel cost for legal aid awareness	X	X			UNDP	30000	00032	71600	Travel	-
	7.1.3.3 Support to the district legal aid office	X	X			UNDP	30000	00032	73100	Rental & Maint-Premises	-
	Activity Results 7.2.2: Community Security plans to prevent violence against women development										
	7.2.2.1 Technical Assistance	X	X			UNDP	30000	00032	71200	International Consultants	-
Atlas Activity 7.2: Community Security Initiatives to prevent violent against women	7.2.2.2 Hiring National Community security and planning expert	X	X			UNDP	30000	00032	71300	Local Consultants	-
	7.2.2.3 Training on preparation of security plans	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	-
	7.2.2.4 Project and consultant travel cost	X	X			UNDP	30000	00032	71600	Travel	-
	Activity Results 7.2.3: Community members are aware of Community Security plan										
	7.2.3.1 Technical Support	X	X			UNDP	30000	00032	71300	Local Consultants	-
	7.2.3.3 UNDP Grants for Communities for implementation of security plan	X	X			UNDP	30000	00032	72600	Grants	-
	7.2.3.4 UNDP Office Support (rental, stationery, communication, office supplies, security)	X	X			UNDP	30000	00032	73100	Rental & Maint-Premises	-
	7.2.3.5 Laptop	X	X			UNDP	30000	00032	72800	Information Tech-Equipmt	-

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Resp. Party	Fund Code	Planned Budget			
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD 2020)
	7.1.3.4 CO Programme oversight and Mgt	X	X			UNDP	30000	00032	64300	CO Staff Services	-
	General Management services (GMS)x 8%	X	X			UNDP	30000	00032	75100	Facilities & Administration	-
Total of Activity : 7 (DFID/UNWOMEN: Community Cohesion)											-
Total C2RP Project (ID-00112437) Budget-2020	Total C2RP Budget										478,280

Total C2RP Project-00112437 Budget-2020 in USD			
Total By Activity(ies)	Activity:		Amount in US\$ 2020
	Activity 1 (Social Cohesion)		-
	Activity 2 (Rule of Law)		126,468.00
	Activity 3 (RoL-NHRC)		-
	Activity 4 (CSR-Germany)		51,618.00
	Activity 5 (CSR-UNWOMEN)		172,476.72
	Activity # 6 (Support to CXB Police/ C2RP RoL & SC)		127,717.00
	Activity # 7 (Community Cohesion-DFID/UNWOMEN)		-
	Total		478,279.72
Total by Implementing Agency(ies)	Imp. Agent:		
	UNDP (001981)		305,803.00
	NHRC (011321)		-
	UNWOMEN (002001)		172,476.72
	Total		478,279.72
Total By Fund	Fund code:		
	28120		-
	30000		350,562.72
	04000		127,717.00
	Total		478,279.72
Total By Donor(s)	Donor:		
	HQ-BPPS (12711)		-
	HQ-SIDA (00555)		-
	Germany (00117)		224,094.72
	UNDP (00012)		127,717.00
	DFID (00032)		-
	UNHCR (00040)		126,468.00
	Total		478,279.72


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30/5/2020

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Atlas Award ID: 00113842 (DRRF)	C2RP MULTI YEAR WORKPLAN - 2019 AND 2020 (Version-E)												
Atlas Project ID: 00112437 (C2RP)													
Project/Programme Title:	Community Recovery and Resilience (C2RP)												
UNDAF Outcome:	By 2020, relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.												
Applicable Output(s) from the UNDP Strategic Plan:	Crisis Prevention and Recovery												
CPD Outcome:	Disaster Risk Reduction integrated into development planning (Outcome-3)												
CPD Output(s):	The immediate relief and Disaster Response needs of severely disaster affected people are met												
EXPECTED OUTPUTS	PLANNED ACTIVITIES		Timeframe				Resp. Party	Fund Code	Planned Budget			Budget	
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas		Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD) 2019	Budget Amount (USD) 2020
Atlas Activity # 1: Enhancing Social Cohesion and Preventing Conflict in Host Communities in	Activity Results 1.1: Support networks of human rights defenders, local CBOs and NGOs to develop youth forums, clubs, train youth and adolescent groups to discuss social issues and participate in Upazila and Union development planning processes, to build inclusivity and tolerance within and between communities												
Baseline:	1.1.1 Develop training for selected organisations on youth development and peaceful co-existence of	X	X			UNDP	28120	12711	74200	Printing and publications	5,000	-	
	1.1.2 Train selected organisations on youth development and peaceful co-existence of communities	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	8,000	-	
Youth Forum	1.1.3 Establish youth Groups linked to development /Discussion Forums	X	X			UNDP	28120	12711	72600	Grants	-	-	
Formal Process of Ward shava	1.1.4 Mapping of key stakeholders and existinig community mechanisms	X	X			UNDP	28120	12711	71300	Local Consultants	4,000	-	
Volunteers Mediators Forum: 2 Forums Formed in 2018	1.1.5 Programme for PTIB Component to train police and other relevant stakeholders	X	X			UNDP	28120	12711	72100	Contractual Services	30,000	-	
	1.1.6 Capacity building pf CPF members and organise mass awareness campaign for community memebers	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	53,000	-	
Indicators:	Activity Results 1.2: Create platforms in partnership with the NHRC for inter-faith dialogue and supported religious leaders, faith based organizations to facilitate inclusion and tolerance												
Youth groups are formed and sensitised and contributing for peaceful co-existence	1.2.1 Train religious leaders and women from affected area. Provide training to multi-ethnic/religious forum, HRDs and CSOs coalition on peace and social harmony.	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.			
	1.2.2 Travel/ Monitoring Visit Mission	X	X			UNDP	28120	12711	71600	Travel	6,000	-	
Women Development Forums are activated in Ukhia and Teknaf as well as members are working to protect the rights of the women	Activity Results 1.3: Develop communication strategy with the local administration, establish community radio station, and broadcast of content contributing to social cohesion and increase in community understanding of the Rohingya crisis and response												
Trained volunteer mediators are playing role towards peace budiling and conflict resolution	1.3.1 Train local government on peaceful co-existence, participatory planning, needs assessment and info mgt.	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.			
Religious leaders are sensitised and supporting the community for peaceful co -	1.3.2 Establish Community Joint Development /Discussion Forum	X	X			UNDP	28120	12711	72600	Grants	11,000	-	
	Activity Results 1.4: Support local government public engagement platforms, including town hall meetings to engage community over social and development issues and for greater consensus												
UP plannig process are activated as per the UP Act and prepared 5 Plan ensurign community participation.	1.4.1 Support the UPs for developing a module and conduct training to enahnce the capacity to plan and develop proposal	X	X			UNDP	28120	12711	71300	Local Consultants	5,000	-	
6 youth forum developed with 150 youth male and female members	1.4.2 Develop training for local governement on peaceful co-existence, participatory planning, need assessment and information management and sharing	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	6,000	-	
2019 Target/Deliverables	1.4.3 Supports UPs in organising coordination meetings with different stakeholders for finalising UP plan	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	5,000	-	
22 Youth Forum will be formed having 550 young boy and girl	1.4.4 Supports UPs in organising progress review meetign to track planning and improving service	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	5,000	-	
2 women development forum will be reactivated	1.4.5 Mapping of key stakeholders and existinig community mechanisms	X	X			UNDP	28120	12711	71300	Local Consultants	3,000	-	
100 religious leader will be trained on intrafaith and HR issues	1.4.6 Conduct Stakeholder dialogue on peaceful co-existence of refugee and host communities	X	X			UNDP	28120	12711	75700	Training, workshop & Conf.	8,000	-	

[illegible]

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Resp. Party	Fund Code	Planned Budget			Budget	
		Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD) 2019	Budget Amount (USD) 2020
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas											
Baseline: 5 CPF Committee at UP level activated in 2018, UPLAC: -0, Village Court: 0	2.2.1 Orientation on case referral mechanism for the ULAC members of the 71 Union Parishad in 24 bachers (1065) members	X	X			UNDP	30000	00555	75700	Training, workshop & Conf.	-	-
	2.2.2 Orientation on case referral mechanism for the DLAC members of the Cox's Bazar District.	X	X			UNDP	30000	00555	75700	Training, workshop & Conf.	18,000	-
	2.2.3 Orientation on case referral mechanism for the UP Secretaries and VCA	X	X			UNDP	30000	00555	75700	Training, workshop & Conf.	-	-
	2.2.4 Community and youth mobilisation	X	X			UNDP	30000	00555	71300	Local Consultants	9,200	-
	2.2.5 Exposure visit for UP elected reprsetative	X	X			UNDP	30000	00555	75700	Training, workshop & Conf.	-	-
	Activity Results 2.3 Develop gender-sensitive and community oriented policing to support social cohesion and trust building											
Indicators: The Mediators volunteers are engaged in resolving community disputes to ensure social cohesion Community Policing Forum has been activated in all UPs in Ukhia and Teknaf Upazilla CPF members are trained and sensitised to prevent the crimes and track the criminals UPLAC in all UPs of Ukhia and Teknaf will be activated and members are trained on case referral mechanism CXB Police are trained and sensitised to support the CPF to ensure peaceful co-existence in the area	2.3.1 Workshop on women- led community Policing including the female	X	X			UNDP	30000	00555	75700	Training, workshop & Conf.	6,500	-
	2.3.2 Awareness and campaign on community policing engaging local schools and social groups to strenthen community partnership following the community policing strategy.	X	X			UNDP	30000	00555	75700	Training, workshop & Conf.	5,000	-
	2.3.3 Dialogue on activating community policing forum (CPF) to strenthen community capacity for the community based associations with the support from the district coordination committee and Bangladesh	X	X			UNDP	30000	00555	75700	Training, workshop & Conf.	15,000	-
	2.3.4 Furniture and IT equipment, including for women police officer	X	X			UNDP	30000	00555	72200	Equipment and Furniture	5,000	-
	2.3.5 Refurbishment of police stations to include women's latrines, women-friendly private interview rooms for confidential cases, etc	X	X			UNDP	30000	00555	72200	Equipment and Furniture	-	-
	Activity Results 2.4: Provide a comprehensive package of support for victims of Sexual and Gender Based Violence cases through referral to the One Stop Crisis Cell (run by the Ministry of Women and Children's Affairs)											
7 Village Courts Capacities are enahnced to reosolve the petty civil and criminal matter	2.4.1 Map the existign case backlogs, identify the drawbacks and recommend for case backlog reduction in Nari o Shishu Court in Cox Dist Judge Court and provided support to coordinate and programme	X	X			UNDP	30000	00555	71300	Local Consultants	6,500	-
2019 Target:	Activity Results 2.5 : Support establishment of NHRC field Office in Cox's Bazar											-
140 families will get mediation support to resolve their disputes.	2.5.1 National Consultant: Data Entry Operator	X	X			UNDP	30000	00555	71300	Local Consultants	6,000	-
33 CPF committee of 11 UPs will be revamped	2.5.2 National Consultant: Communication and Capacity Building	X	X			UNDP	30000	00555	71300	Local Consultants	6,600	-
1200 CPF members will be trained	Activity results 2.6: Project Operation											-
250 UPLAC Members will be trained on Case referral mechanism	Project Manager (National) 50%	X	X			UNDP	30000	00555	71400	Service Contract-Individual	-	-
	District Facilitator-Rule of Law (HQ ASL \$ 25,000)	X	X			UNDP	30000	00555	71400	Service Contract-Individual	8,000	-
50 Cases will be referred by the UPLAC members	Project Assistant (National)-50%	X	X			UNDP	30000	00555	71400	Service Contract-Individual	5,000	-
150 Police among them 30% female police will receive training on CFP leadership	Project Operation Support	X	X			UNDP	30000	00555	71400	Service Contract-Individual	8,000	-
	Office Furniture and Equipment	X	X			UNDP	30000	00555	72200	Equipment and Furniture	3,000	-
	ICT Equipment/Computer for staff	X	X			UNDP	30000	00555	72800	Information Tech-Equipmt	1,200	-
	Office Stationery /Supplies and Printer Cartidge	X	X			UNDP	30000	00555	72500	Supplies	1,000	-
	Prog Quality assurance, M&E, Coord. & Mgt.	X	X			UNDP	30000	00555	64300	CO Staff Services	18,000	-
	Vehicle/MC Fuel and Maintenance	X	X			UNDP	30000	00555	72300	Fuel, petroleum & other oils	2,230	-
	General Management Service-GMS 8%	X	X			UNDP	30000	00555	75100	Facilities & Administration	15,074	-
Atlas Activity 2.1 : C2RP: RoL Community Security and Policing First Phase Programme (UNHCR)	Activity Results 2.1.1 : Provide administrative support to enhance the capacity building for smooth implementation											
	2.1.1.1 STA- Senior Technical Advisor : Community Security and Crime Prevention	X	X	X		UNDP	30000	00040	71200	IC. Int Consulatnt	-	12,000

EXPECTED OUTPUTS <i>Components or major interim Results of the project ; To be shown as Activities in Atlas</i>	PLANNED ACTIVITIES <i>Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas</i>	Timeframe				Resp. Party	Fund Code	Planned Budget			Budget	
		Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD) 2019	Budget Amount (USD) 2020
	2.1.1.2 PM-Project Manager	X	X	X		UNDP	30000	00040	71400	Service Contract-Individual	-	10,000
	2.1.1.3 OA- Operation Assistant	X	X	X		UNDP	30000	00040	71300	IC-National Consultant	-	5,000
	2.1.1.4 GJE- Gender Justice Expert	X	X	X		UNDP	30000	00040	71300	IC-National Consultant	-	18,000
	2.1.1.5 CVT- Community Volunteers /Traslator	X	X	X		UNDP	30000	00040	71300	IC-National Consultant	-	8,000
	2.1.1.6 RoP- Rental of Premises	X	X	X		UNDP	30000	00040	73400	Rental & Maint-Premises	-	4,500
	Total 2.1.1 Results										-	57,500
	Activity Results 2.1.2 : Develop Community security and policing governance structure and create access to jsutice for the Camp Community Members											
	2.1.2.1 TRCPF- Joint training for the CPF and Police at the Camp 20 Ext	X	X	X		UNDP	30000	00040	75700	Training, workshop & Conf.	-	5,500
	2.1.2.2 ICT- ICT Equipment	X	X	X		UNDP	30000	00040	72800	ICT Equipment	-	6,700
	2.1.2.3 CE- Community Events (Town halls,sports and sports equipment)	X	X	X		UNDP	30000	00040	75700	Community events -Sports and Materials	-	9,000
	2.1.2.4 MRE- Meeting related expenses	X	X	X		UNDP	30000	00040	75700	Meeting Expenses	-	7,500
	2.1.2.5 CWP- Consultation with Camp Community	X	X	X		UNDP	30000	00040	75700	Community Consultation	-	1,000
	2.1.2.6 EFPD- Equipment for Female Police Desk	X	X	X		UNDP	30000	00040	72300	Security Materials	-	8,000
	2.1.2.7 CPFH- Community Policing Programme for Host Community	X	X	X		UNDP	30000	00040	75700	Training, workshop & Conf.	-	8,000
	2.1.2.8 PKP- Printing for Knowledge Products	X	X	X		UNDP	30000	00040	74200	Printign of Knowledge Products	-	2,400
	2.1.2.9 RAOP- Rapid Assessment of programme	X	X	X		UNDP	30000	00040	71600	ABM/ travel/Refreshment	-	1,000
		X	X	X		UNDP	30000	00040	72500	Stationary/Photocopy/ Supply	-	1,000
	2.1.2.10 SP- School Programme	X	X	X		UNDP	30000	00040	75700	Training, workshop & Conf.	-	5,000
	Total 2.1.2 Results										-	55,100
	Activity Results 2.1.3 : Project travel and management cost (Operation management)											
	2.1.3.1 PT- Partner Travel	X	X	X		UNDP	30000	00040	73400	Vehicle Rental	-	4,500
	General Management Service-GMS 8%	X	X	X		UNDP	30000	00040	75100	Facilities & Administration	-	9,368
	Total 2.1.3 Results										-	13,868
	Total of Activity: 2 (HQ SIDA- Rule of Law)										176,304	126,468
Atlas Activity:3 C2RP: RoL Support to Establishment of NHRC Field Office in CXB Baseline: 0 Indicator: NHRC Sub-Office in CXB is established 2019 Target/Deliverables: At least 10 HR related issued dealt through the	RoL- Community Security and Access to Justice in the Rohingya Crisis Response (HQ BPPS - SIDA)											
	Activity Results 3.1 : Community Security and Access to Justice in the Rohingya Crisis Response thorough supporting NHRC											
	3.1.1 Implementation of Responsible Party Agreement (RPA) Activities in Cox's Bazar by National Human Rights Commission- NHRC: (Establishment of NHRC office in CXB, Capacity Development Training/ Workshop, Travel, Communication, Office operation etc.)	X	X			NHRC 011321	30000	00555	72100	Contractual Services	27,000	-
	Total of Activity: 3 (HQ SIDA- Rule of Law) NHRC 011321										27,000	-
Atlas Activity 4: 'Support to Community Stabilization and Resilience	Activity Results 4.1: Refurbishment and upgrading of police infrastructure provision of furniture and equipment, and with a special focus on creating adequate facilities for female police.											
	4.1.1 Refurbishment of police stations to include women's latrines, women-friendly private interview rooms for confidential cases, etc	X	X	X	X	UNDP	30000	00117	72100	Contractual Services	50,000	-
	4.1.2 Furniture and IT equipment, including for women police officer	X	X			UNDP	30000	00117	72200	Information Tech-Equipmt	46,666	-

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Resp. Party	Fund Code	Planned Budget			Budget	
		Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD) 2019	Budget Amount (USD) 2020
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas											
	4.1.3 Training to CXB Police staff	X	X			UNDP	30000	00117	75700	Training, workshop & Conf.	21,600	-
	4.1. 4 Planning workshop	X	X			UNDP	30000	00117	75700	Training, workshop & Conf.	25,000	-
	Activity Results 4.2: Planning Support: Support to development and implementation of local Union Plans based on community needs, including participatory planning and community consultation at the union level, support to the UP to feed their plans into the Upazila development plans, and provision of grants for implementation of priority community projects.											
Baseline: 80 Community memebrs trained in 2018	4.2.1. Training on participatory and Inclusive processes and planning	X	X	X	X	UNDP	30000	00117	75700	Training, workshop & Conf.	25,000	-
Indicators:	4.2.2 Implementation of community plan (LoA with UNO Office)	X	X	X		UNDP	30000	00117	72100	Contractual Services	155,000	39,000
The mediation forum members are trained and effective to resolve the community disputes and prevent socison tension.	4.2.3 Support to community level intra-fight dialogue	X	X			UNDP	30000	00117	75700	Training, workshop & Conf.	15,000	-
	4.2.4 Community monitoring support	X	X			UNDP	30000	00117	64300	CO Staff Services-M&E	15,001	-
At least 50 male and female youths are engaged in livelihood activities	Activity Results 4.3: Mediation Training: Re-established social cohesion through support to local dialogue and mediaiton mechanisms including strengthening mediation skills of local authorities and UPs through training and mentoring , use innovative mechanisms and media to foster social cohesion, inclusion and tolerance inclduing community radio platforms for inter- faith dialogue, youth clubs and cadre of women community leaders.											
Youth forum members are sensitised in prevenitng social tension	4.3.1 Support to Youth forums	X	X	X	X	UNDP	30000	00117	75700	Training, workshop & Conf.	25,001	-
Community from 54 wards are mobilised and participated in the ward shava as part of UP planning process.	4.3.2 Mediation training for local leaders	X	X	X	X	UNDP	30000	00117	75700	Training, workshop & Conf.	46,500	-
	4.3.3 Raise Awareness on Mediation	X	X	X	X	UNDP	30000	00117	75700	Training, workshop & Conf.	30,000	-
	4.3.4 Radio campaign for access to justice awareness	X	X	X	X	UNDP	30000	00117	75700	Training, workshop & Conf.	25,000	1,143
	Activity Results 4.4 Community Engagement: Assess existing grievance mechanisms/engagement forums between local governement and community and strengthen, introduce community monitoring for Union Plans implementation											
2019 Target:	4.4.1 Publicity & communications	X	X		X	UNDP	30000	00117	64300	CO Staff Services-Communic.	10,000	-
600 host community members will attend the mediation awareness session	4.4. 2 Programme oversight and Mgt	X	X	X	X	UNDP	30000	00117	64300	CO Staff Services	22,500	-
6 Youth Forum Development with 150 youth groups	4.4.3 Travel & Per-diem (DRRF+CO+CXB)	X	X	X	X	UNDP	30000	00117	71600	Travel	15,000	1,700
250 youth will participate in the awareness session	Activity results 4.5: Project Operation											
5400 community people will attend in the ward shava and will identy issues for UP planning	4.5.1 Technical Adviser/ Specialist-International/Nat.	X	X	X	X	UNDP	30000	00117	71200	International Consultants	90,000	6,000
5 project will be developed and implemented in 5 UPs	4.5.2 M&E Officer/ Communication Officer	X	X	X	X	UNDP	30000	00117	71400	Service Contract-Individual	6,000	-
	4.5.3 Operations Manager/ Finance Officer	X	X	X	X	UNDP	30000	00117	71400	Service Contract-Individual	6,000	-
	4.5.6 Miscellaneous expenses	X	X	X	X	UNDP	30000	00117	74500	Miscellaneous Expenses	13,382	-
	4.5.7 Office Rental	X	X	X	X	UNDP	30000	00117	73100	Rental & Maint-Premises	20,000	-
	4.5.8 Office stationery and supplies	X	X	X	X	UNDP	30000	00117	72500	Supplies	9,440	-
	General Management Service-GMS 8%	X	X	X	X	UNDP	30000	00117	75100	Facilities & Administration	83,025	3,775
Total of Activity: 4 (German Fund: Community Stubilization & Resilience)											755,115	51,618
Atlas Activity: 5	Activity Results 5.1 : UN-WOMEN Activity for Community Stabilization and Resilience											
UN-WOMEN Activity for Community Stabilization and Resilienc.	5.1.1 Support to Community Stabilization and Resilience	X	X			UNWOMEN 002001	30000	00117	72100	Contractual Services	141,630.28	172,476.72
Total of Activity: 5 (German Fund: Community Stubilization & Resilience) UNWOMEN 002001											141,630.28	172,476.72
Atlas Activity 6: Support to C2RP Programme (Social Cohesion and Rule of Law) (Donor: UNDP TRAC)	Activity Result 6.1: Support to C2RP (ROL and Social Cohesion) (Donor: UNDP TRAC)											
	6.1.1 Project Manager		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	25,900	
	6.1.2 District Facilitator- RoL		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	12,000	
	6.1.3 District Facilitator- Local Governance		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	11,000	
	6.1.4 Project Assistant (National)		X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	8,000	

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Resp. Party	Fund Code	Planned Budget			Budget	
		Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD) 2019	Budget Amount (USD) 2020
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas											
600 Community people oriented on the CPF and community security issues	7.1. 2.1. Community awareness and capacity development program	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	16,000	-
5 Community consultation held to develop the security plan for implementation and 250 participants including the Police and CPF	7.1.2. 2 Oorganize community consultation to develop security plans	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	13,000	-
5 Community consultation held to develop the security plan for implementation and 250 participants including the Police and CPF	7.1.2. 3 Rental of Venues for meetings (UP Level planning)	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	10,000	-
150 UP elected representatives are trained and support to government legal aid programme.	7.1.2. 4 Capacity building of the UPLAC members of 5 Unions	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	5,000	-
750 community people will attend legal aid campaign programme for knowledge sharing	7.2.5 travel cost for legal aid awareness	X	X			UNDP	30000	00032	71600	Travel		-
15 meeting will be conducted on community security issues	7.1.3.3 Support to the district legal aid office	X	X			UNDP	30000	00032	73100	Rental & Maint-Premises	1,933	-
Atlas Activity 7.2: Community Security Initiatives to prevent violent against women	Activity Results 7.2.2: Community Security plans to prevent violence against women development											
	7.2.2.1 Technical Assistance	X	X			UNDP	30000	00032	71200	International Consultants	22,500	-
	7.2.2.2 Hiring National Community security and planning expert	X	X			UNDP	30000	00032	71300	Local Consultants	-	-
	7.2.2.3 Training on preparation of security plans	X	X			UNDP	30000	00032	75700	Training, workshop & Conf.	-	-
	7.2.2.4 Project and consultant travel cost	X	X			UNDP	30000	00032	71600	Travel	2,832	-
	Activity Results 7.2.3: Community members are aware of Community Security plan											
	7.2.3.1 Technical Support	X	X			UNDP	30000	00032	71300	Local Consultants	-	-
	7.2.3.3 UNDP Grants for Communities for implementation of security plan	X	X			UNDP	30000	00032	72600	Grants	24,497	-
	7.2.3.4 UNDP Office Support (rental, stationery, communication, office supplies, security	X	X			UNDP	30000	00032	73100	Rental & Maint-Premises	17,842	-
	7.2.3.5 Laptop	X	X			UNDP	30000	00032	72800	Information Tech-Equipmt	1,508	-
	7.1.3.4 CO Programme oversight and Mgt	X	X			UNDP	30000	00032	64300	CO Staff Services		-
	General Management services (GMS)x 8%	X	X			UNDP	30000	00032	75100	Facilities & Administration	10,140	-
Total of Activity : 7 (DFID/UNWOMEN: Community Cohesion)											136,892	-
Total C2RP Project (ID-00112437) Budget-2019											2,060,084.60	478,279.72

Total C2RP Project-00112437 Budget:2019-2020 in USD			
Total By Activity(ies)	Activity:	Amount in US\$ 2019	Amount in US\$ 2020
	Activity 1 (Social Cohesion)	286,143	-
	Activity 2 (Rule of Law)	176,304	126,468
	Activity 3 (RoL-NHRC)	27,000	-
	Activity 4 (CSR-Germany)	755,115	51,618
	Activity 5 (CSR-UNWOMEN)	141,630.28	172,476.72
	Activity # 6 (Support to CXB Police/ C2RP RoL & SC)	537,000	127,717
	Activity # 7 (Community Cohesion-DFID/UNWOMEN)	136,892	-
	Total	2,060,084.60	478,279.72
Total by Implementing Agency(ies)	Imp. Agent:		
	UNDP (001981)	1,891,454.32	305,803
	NHRC (011321)	27,000.00	-
	UNWOMEN (002001)	141,630.28	172,477
	Total	2,060,084.60	478,279.72
Total By Fund	Fund code:		
	28120	286,143.00	-
	30000	1,236,941.60	350,562.72
	04000	537,000.00	127,717.00
	Total	2,060,084.60	478,279.72
Total By Donor(s)	Donor:		

EXPECTED OUTPUTS <i>Components or major interim Results of the project ; To be shown as Activities in Atlas</i>	PLANNED ACTIVITIES <i>Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas</i>	Timeframe				Resp. Party	Fund Code	Planned Budget				
		Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Budget Amount (USD) 2019	Budget Amount (USD) 2020
	HQ-BPPS (12711)					286,143.00	-					
	HQ-SIDA (00555)					203,304.00	-					
	Germany (00117)					896,745.28	224,094.72					
	UNDP (00012)					537,000.00	127,717.00					
	DFID (00032)					136,892.32	-					
	UNHCR (00040)					-	126,468.00					
	Total					2,060,084.60	478,279.72					



Md. Masud Karim
Project Manager
C2RP Project
UNDP Bangladesh, Cox's Bazar



Mir Ali Asgar
Programme Coordinator
UNDP Bangladesh
Cox's Bazar



Sudipto Mukerjee
Resident Representative
UNDP Bangladesh

30/5/2020

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Procurement Plan - 2020 of Community Recovery and Resilience Project

Country Office	Bangladesh
Submitted by:	COX'S Bazar Sub-Office
Date:	10-Mar-20

Instructions:

- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects
 - If you need additional lines, right-click and "Insert" rows, do not copy-paste, to keep drop-down menus & format.

Project Name	Project ID	Type of Procurement Action	Title of Procurement Action	Procurement Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD		Is Amendment?	Amendment Value (USD)	Procurement request submission date	Target Purchase Order Date (if Goods) and Planned Contract Start Date	Final Delivery Date of Good/Services/Civil works/IC	End user of goods, services or works	Procurement Process Status	Remarks
									2020								
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Civil Engineer for Community Projects	Person	1	\$2,000.00	\$2,000.00	No		5-Jan-20	5-Jan-20	31-Jan-20	Project	Initiated	
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Civil Engineer for Community Projects	Person	1	\$1,500.00	\$1,500.00	No		5-Jan-20	5-Jan-20	31-Jan-20	Project	Initiated	
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Union Coordinator-Whaikong, Baharcharasnf Nhila Union	Person	1	\$700.00	\$700.00	No		5-Jan-20	5-Jan-20	31-Jan-20	Project	Initiated	
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Union Coordinator-Palongkhali Rajapalong and Ratnapalong	Person	1	\$700.00	\$700.00	No		5-Jan-20	5-Jan-20	31-Jan-20	Project	Initiated	
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Support to Evaluation work and Reporting	Person	1	\$1,200.00	\$1,200.00	No		5-Jan-20	6-Jan-20	31-Jan-20	Project	Initiated	
C2RP	00112437	Service	Other Service	Construction firm service	Firm Hiring for implementation of Community projects	Service	1	\$32,900.00	\$32,900.00	No		25-Mar-20	25-Apr-20	30-Jul-20	Project	Not Initiated	
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Community Policing Expert	Person	5	\$3,400.00	\$17,000.00	No		16-Jan-20	16-Feb-20	30-Jul-20	Project	Initiated	
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Community Security and Policing Expert	Person	5	\$3,000.00	\$15,000.00	No		16-Jan-20	16-Feb-20	30-Jul-20	Project	Initiated	
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Project Assistant	Person	5	\$1,000.00	\$5,000.00	No		16-Jan-20	16-Feb-20	30-Jul-20	Project	Initiated	
C2RP	112437	IC	Individual Contractor	Individual Consultant (IC) - Local	Gender Justice Expert	Person	6	\$3,000.00	\$18,000.00	No		15-Mar-20	15-Apr-20	30-Oct-20	Project	Initiated	PID: 97094
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	IC- International Consultant Community Policing Expert	Person	1	\$12,000.00	\$12,000.00	No		5-Mar-20	15-Apr-20	30-May-20	Project	Initiated	PID: 93917
C2RP	00112437	IC	Individual Contractor	Individual Consultant (IC) - Local	IC- International Consultant Program Design Expert	Person	4	\$12,000.00	\$48,000.00	No		5-Apr-20	25-Apr-20	30-Aug-20	Project	Not Initiated	
C2RP	112437	Furniture	Furniture	Furniture Procurement	Furniture for CXB District Police	LS	LS	\$8,000.00	\$8,000.00	No		5-Apr-20	25-Apr-20	30-Jul-20	Project	Not Initiated	
C2RP	112437	Goods	ICT Equipement	ICT Equipement Procurement	ICT Equipement for Program support	LS	LS	\$15,000.00	\$15,000.00	No		5-Apr-20	25-Apr-20	30-Jul-20	Project	Not Initiated	
Total Estimated 2020 Procurement Plan (USD)									\$177,000.00								

Md. Masud Karim
 Project Manager
 C2RP Project

Recruitment/HR Plan 2020

Project Name: Community Recovery and Resiliemnce Project
Project ID: 00112437

Position title	Contract modality	Category/Band	No. Positions	Contract end date	Planned extension	Remarks	Funding availability
Project Manager-C2RP	SC	SB4	1	30/06/2020	31/12/2020		Yes



Md. Masud Karim
Project Manager

Community Security and Resilience Project (C2RP)

Resource Mobilization Plan 2020

Proposal and budget submitted/underway	Donor	Amount
Shared the prodoc with the HQ to mobilise seed fund to start the multiyear RoL and Access to Justice Project	Initial seed fund from the HQ Global RoL programme.	\$800,000.00
Planned activities for further resource mobilization		
Activities	Objective	Dates
UNDP has drafted 3 project documents and discussed with the DFID and planning to start formal discussion once the prodoc is final.	To inform the donors on project's results and strategies and get their perspective for future collaboration	By March 2020
Organise a donors meeting	To assess the potential priority areas and shared all the success from the previous programme	April 2020



Community Recovery and Resilience Project (C2RP)

Gender Action Plan for 2020

Actions	Person/Unit responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount	%	
Component 2: Community security and Policing-first phase programme					
Output: Improved Community Security and Policing, governance structure and improved access to justice for the Camp Community Members					
2.2.2.1 Consultations with Camp Leaders	Project Manager	March-April	600	30%	30% women participated in consultation and shared their issued tp be resolved through community security
2.1.2.2 Consultations with Camp Police Officials	Project Manager	March-April	600	30%	Women camp police officers given preference to improve camp women’s security
2.1.2.3 Joint workshop on Community Policing for host CPF and Police Officers	Project Manager	April-May	3000	30%	Issues that affect women security identified in joint workshops and reflected in action plan
2.1.2.5 Training on Community Policing for CPF leaders in Teknaf and Ukhia Thana	Project Manager	April-May	900	30%	Women participants developed capacity to share women priorities with Police
2.1.2.8 Training on Community Policing for Camp CPF members	Project Manager	May-July	3,300	30%	Camp women developed capacity to talk with Police on their concerns and protection
2.1.2.9 Joint training on Community Policing for Camp CPF and Camp Police	Project Manager	May-July	3,300	30%	Women security issues identified in joint workshops
2.1.2.11 Training on pre-deployment and on –the job for Cap Police Officers	Project Manager	June-July	600	30%	100% women Police Officers deployed in camps received training

2.1.2.12 Community Events (townhalls, sports, sports equipment)	Project Manager	April-July	5,400	30%	30% women participated in community events
2.1.2.17 Equipment: female Police desk, jackets, umbrella, gumboots, for Police and CPF members	Project Manager	June-July	6400	40%	Improved 2 female police desk at Teknaf and Ukhia thana and 1 in Madhuchhara camp
2.1.2.19 School Programme	Project Manager	April-July	13,000	30%	50% girl student received school programme support

PROJECT MONITORING AND EVALUATION PLAN									
Project Title and Duration	:	Community Recovery and Resilience Project- 2020							
Project ID (Atlas)	:	00112437							
CPD Outcome/Output		OUTPUT 2.1: Civil society, interest groups, relevant government agencies and political parties have tools and knowledge to set agendas and to develop platforms for building consensus on national issues							
UNDAF Output	:	(UNDAF Outcome 1): Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups.							
SP outcome		(SP Output 2 Citizen expectations for voice, development, rule of law, and accountability are met by stronger systems of democratic governance)							
SDG Goal/Target	:	(SDG Goal 16) Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels							
Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods	Means of Verification	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
	2018	2020		(M&E Activities)	(data sources)				
2.1 C2RP: Community Security and Policing -first phase programme (UNHCR)									
Activity Results: 2.1.2 Develop Community Security and Policing, governance structure and create access to justice for the Camp Community Members									
Activities indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods	Means of Verification	Frequency	Responsibilities	Resources (Cost)(£)	Assumptions and Risks
	2018	2020		(M&E Activities)	(data sources)				
2.2.2.1 Consultations with Camp Leaders	0	160 Camp leaders by gender	Six Monthly	KII	Consultation report, mid-term assessment report	Monthly	Project Manager	2000	Natural and Man-Made Crisis, political unrest, GoB Policy changes.
2.1.2.2 Consultations with Camp Police Officials	0	160 Police Officers posted to Camps	Six Monthly	KII	Monthly Activity Report, mid-term assessment report	Monthly	Project Manager	2000	Natural and Man-Made Crisis, political unrest, GoB Policy changes.
2.1.2.3 Joint workshop on Community Policing for host CPF and Police Officers	0	260 (CPF members and Police Officers)	Six monthly	Joint workshop report	Monthly Activity Report, rapid assessment report	Monthly	Project Manager	10,000	
2.1.2.4 Joint Workshop on Community Policing for Camp CPF and Camp Police Officers	0	160 (Camp CPF and Camp Police)	Six monthly	Joint workshop report	Monthly Activity Report, rapid assessment report	Monthly	Project Manager	3000	
2.1.2.5 Training on Community Policing for CPF leaders in Teknaf and Ukhia Thana	0	80 CPF member	Six monthly	Training report	Monthly Activity Report, rapid assessment report	Monthly	Project Manager	3000	
2.1.2.6 Joint training on Community Policing for host community and Police (host CPF and Police)	0	80 host community and Police	Six monthly	Joint workshop report	Monthly Activity Report, mid-term assessment report	Monthly	Project Manager	3000	
2.1.2.7 Training on Community Policing for Police Officers in Teknaf and Ukhia Thana	0	40 Police Officers	Six monthly	Training report	Monthly Activity Report, rapid assessment report	Monthly	Project Manager	2000	
2.1.2.8 Training on Community Policing for Camp CPF members	0	320 Camp CPF member	Six monthly	Training report	Monthly Activity Report, rapid assessment report	Monthly	Project Manager	11,000	
2.1.2.9 Joint training on Community Policing for Camp CPF and Camp Police	0	320 (Camp CPF and Camp Police Officers)	Six monthly	Joint workshop report	Monthly Activity Report, rapid assessment report	Monthly	Project Manager	11,000	
2.1.2.10 Workshop on Community Policing for Majhi in Camps	0	40 Camp Majhi	Six monthly	Majhi workshop report	Monthly Activity Report, rapid assessment report	Monthly	Project Manager	2000	
2.1.2.11 Training on pre-deployment and on-the-job for Camp Police Officers	0	50 Camp Police Officers	Six monthly	Training report	Monthly Activity Report, rapid assessment report	Six monthly	Project Manager	2000	
2.1.2.12 Community Events (townhalls, sports, sports equipment)	0	Sports for Camp, host community and Police	Six monthly	Event report	Monthly Activity Report, rapid assessment report	Monthly	Project Manager	18000	
2.1.2.13 Support for Teknaf and Ukhia Thana such as equipping community policing cell, signage, repairing of broken vehicles	0	Teknaf Thana	Six Monthly	Thana support report	Monthly Activity Report, rapid assessment report	Six monthly	Project Manager	5000	

Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods	Means of Verification	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
	2018	2020		(M&E Activities)	(data sources)				
2.1.2.14 Small grant fund (could be used to fix lighting, purchase lockss for latrines ,make small improvements to existing infrasturcture	0	Teknaf and Ukhiya Trhana	Six monthly	Small grant distribution report	Monthly Activity Report,rapid assesemnt report	Six monthly	Project Manager	15000	
2.1.2.15 Contingency including for possible programming in host population areas immediatly adjcnet to the Rohingyaa Camp population (in where UNDP progammring is not present via C2RP)	0	As required	Monthly	Contingency support report	Monthly Activity Report, rapid assesemnt report	Six monthly	Project Manager	8000	
2.1.2.16 Rapid assesemnt of programming, lessons learned and recommendations for next phase	0	1 Rapid assessment	Six monthly	Rapid assessment report	Rapid assesemnt report	Six monthly	Project Manager	5000	
2.1.2.17 Equipment: female Police desk, jackets, umberrlla, gumboots, for Police and CPF members	0	3 emale help desks, jackets (500), umbrella (1000), gumboot (5000)	Six monthly	Equiment distiribution report	Rapid assesemnt report	Six monthly	Project Manager	16000	
2.1.2.18 Awareness rasing progrmme (printing etc.)	0	IEC materials	Six monthly	Awareenss raising report	Rapid assesemnt report	Six monthly	Project Manager	5000	
2.1.2.19 School Programme	0	5 School in Teknaf and 5 school in Ukhiya	Monthly	School programme report	Monthly Activity Report, rapid assesment report	Six monthly	Project Manager	13000	
2.1.2.20 Updating and prinitng knowledge products, Community Policing pokcet book, CPF workshop guidleines, Community Policing video	0	Pocket book-5000, CPF workshop guidleines-1000, Community Policing video-1	Six monthly	Knowledge product report	Monthly Activity Report,rapid assesemnt report	Six monthly	Project Manager	6,600	
2.1.2.21 ICT equipment for Camps (laptop and printer)	0	1 Police Camp adajcent to Rohingyaa refugee	Six monthtly	ICT distribution report	Monthly Activity Report, rapid assesemnt report	Six monthly	Project Manager	15,000	
2.1.2.22 Meeting related expenses (no stipend for CPF members)	0		Six month	Meeting expense report	Monthly Activity Report,rapid assesemnt report , audit report	Monthly	Project Manager	15,000	

SP Output : (Strategic plan outputs, those are aligned with your project

SP Output Indicators with code number	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
<i>For example,</i>	<i>For example,</i>	<i>For example,</i>	<i>For example,</i>	<i>For example,</i>	<i>For example:</i>	<i>For example,</i>	<i>For example,</i>	<i>Any cost</i>	<i>Any assumptions and risks to monitor SP indicators</i>

Evaluation:

Evaluation Title	UNDP Strategic Plan Outcome	Partners (joint evaluation)11	Evaluation commissioned by (if not UNDP)	Type of Evaluation	Planned Evaluation Completion Date (Month/Year)	Estimated Cost	Provisional Source of Funding
Evaluation of the German Funded " Community Stablisation and Resilimec"	SP Outcome 5. governance and oversight of the rule of	Community Members, CSOs, Sectors stakeholders, Union Parishad and UNO offices of Teknaf and Ukhiya Cox's Bazar, DC Office	Independent International Consultant	End project Evaluation	Jan-20	US \$20,000	German Embassy



Md. Masud Karim
Project Manager
C2RP Project

Community Recovery and Resilience (C2RP) Project Communications Action Plan-2020

<u>Target Audience</u> (Ranked by Importance; highlights contacts already made)	<u>Communication Activities & Tools</u> (how best to reach your respective target audiences with key messages?)	<u>Timing</u> (When is the activity due or how often?)	<u>Expected Result/Indicator of achievement</u> (for each tool chosen)	<u>Resource Requirements</u> (person/days required, budget implications (also consider outsourcing costs)	<u>Responsible CO Unit/Person</u> (And supporting unit/persons if any)
<ul style="list-style-type: none"> Donors LGD UNDP Other stakeholders 	Prepare and Publish Annual Report 2019	Q 1-Q2	Promotion of C2RP project activities and achievement	<ul style="list-style-type: none"> Developing ToR Hiring IC Consultant-Editor Budget 	<ul style="list-style-type: none"> Project Manager Editor M&E Coms CO and CXB Policy Specialist
<ul style="list-style-type: none"> Donors LGD UNDP Other stakeholders (UPs & UZPs) 	Develop Audio-Visuals through hiring a videographer as an IC from Roster	Q1 - Q4	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Developing ToR Hiring IC- Videographer Developing scripts for Video 	<ul style="list-style-type: none"> Project CO PC Communication Officer-CO as a (Supporting Team)
<ul style="list-style-type: none"> Donors LGD UNDP Other stakeholders (UPs & UZPs) 	1.Photo Documentation through hiring a photographer as an IC from Roster 2.Develop IEC Materials	Q1 - Q3	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Developing ToR Developing stories Hiring IC-Photographer Hiring IC-Writer/Editor Budget 	<ul style="list-style-type: none"> Project team PM Communication Officer-CO as a (Supporting Team)
<ul style="list-style-type: none"> Community People LGIs 	Content Development and organize community radio program	Q2 and Q3	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Developing Concept Note Budget Procurement 	<ul style="list-style-type: none"> Project CO PC
<ul style="list-style-type: none"> Donors LGD UNDP Other stakeholders (UPs & UZPs) 	Media Visits to promote Project Activities and Publish Feature in Newspaper	Q2 & Q3	Promotion of EALG project activities and achievement	<ul style="list-style-type: none"> Budget Procurement Take few journalists to field Souvenir 	<ul style="list-style-type: none"> Project CO PM Coms



Annual Work Plan-AWP for 2020 (DRRF: Version-B)													
Disaster Risk Management In Cox's Bazaar													
By 2020, relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.													
Resilience-building													
Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and group													
OUTPUT 3.1.: Government institutions have improved capacities, and institutional and legal frameworks to respond to and ensure resilient recovery from earthquakes, weather extremes, and environmental emergencies													
EXPECTED OUTPUTS		PLANNED ACTIVITIES				Timeframe		Responsible Party		Planned Budget for 2020			
Components or major interim results of the project ; To be shown as Activities in Atlas		Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas		Q1	Q2	Q3	Q4		Fund Code	Donor	Budget Code	Budget Description	Amount (USD) 2020
Atlas Activity # 1: 1. Strengthen capacity to manage extreme weather and disaster impacts in the host community, caps and Rohingya settlements		1. Activity Result: Local government capacity to manage disaster and extreme weather events in the context of the Rohingya crisis is strengthened											
7.1		1.1 Capacity development activities with Disaster Management Committees											
Baseline: 0		1.2 Embed Technical, Information Management and Field Officers											
Target value: 10		1.3 Provision of Key Operational Equipment to DDM field structure											
		1.4 Communication with the community											
Baseline: 0		General Management Services (GMS) x 8%											
Total of Atlas Activity # 01													
Atlas Activity # 2: % of sector coordinators, Heads of Sub-Office, DC, and RRRRC represented in end of year review on disaster preparedness and response		2. Activity Result: The Rohingya humanitarian response system and actors' disaster risk management and preparedness efforts are informed by localized technical advice and coordinated with the Government of Bangladesh											
		2.1 Facilitate and contribute to specific disaster preparedness, response and risk reduction processes and government liaison as agreed with ISCG secretariat											
		2.2 Analyse outcomes and share lessons learnt of the disaster risk management and preparedness initiatives and actions of the response actors for learning and future priorities											
		2.3 Communication with the humanitarian community											
Baseline: 0%		General Management Services (GMS) x											
Total of Atlas Activity # 02													
Atlas Activity # 3 : Technical Assistance and Management Cost (Project Support Costs)		3. Activity Result: Project Management											

[illegible]

EXPECTED OUTPUTS Components or major interim results of the project; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Planned Budget for 2020	
		Q1	Q2	Q3	Q4					Budget Description	Amount (USD) 2020
	communities at risk of landslide and flash floods										
	6.4 Support to government cyclone preparedness infrastructure improvement (General Management Services (GMS) x										
Total of Atlas Activity # 06											
Atlas Activity # 7: Indicator 7.1 Number of government duty-bearers trained in application of risk information and forecasting for planning purposes Baseline 0 Target 100 Indicator 6.3 Number of participants at orientation sessions for humanitarian staff on seasonal and extreme weather and disaster risk in Cox's Bazar Baseline 0 Target 250 Indicator 7.3 Number of GoB first response agency staff trained on landslide search and rescue.	7. Activity Result: Government duty-bearers, key-humanitarian stakeholders and first response agencies manage residual risk through risk-informed planning and first response.										
	7.1 Capacity building of government officials for forecast and risk assessment										
	7.2 Capacity building for staff in key operational humanitarian agencies on use										
	7.3 Training of trainers for landslide search and rescue										
	General Management Services (GMS) x 8%										
Total of Atlas Activity # 07											
Atlas Activity # 8: Project Management (SDC Fund)	8. Activity Result: Project Management										
	8.1 HR - Project Officer										
	8.2 Project initiation consultant										
	8.3 Dhaka-CXB travel										
	8.4 Local travel										
	8.5 Vehicle										
	8.6 Furniture										
	8.7 VHF radios										
	8.8 Laptops										
	8.9 Stationary										
	8.10 Office rent										
Baseline:	8.11 Audit (contribution to DRRF audit if										
	8.12 Communications and Reporting										
	8.13 Visibility products										
	8.14 Video production										
Indicators:	8.15 Contribution to UN clinic/dispensary										
	8.15 General Management Services-8%										
2019 Targets/Deliverables:											
Total of Atlas Activity # 08											
Atlas Activity # 9: Programme and Operation (ECHO & SDC Fund)	9.1 R1 Personnel: (Embedded staffs)	X	X			UNDP	30079	11724	71400	Service Contract-Individual	30,407
	9.2 R1 Communication	X	X			UNDP	30079	11724	74200	Printing and Publications	3,300
	9.3 R1 Equipment	X	X			UNDP	30079	11724	72200	Equipment and Furniture	
	9.4 R1 Sub-contracting	X	X			Action Aid (9922	30079	11724	72100	Contractual Services	90,000
		X	X			UNDP	30079	11724	71200	Int. IC	10,000
	9.5 R1 Consumable (Trg. Meeting)	X	X			UNDP	30079	11724	75700	Consumable for training/meeting	
	9.6 R1 Others	X	X			UNDP	30079	11724	71600	Travel/mission/monitoring	3,334

EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas		Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Planned Budget for 2020	
			Q1	Q2	Q3	Q4					Budget Description	Amount (USD) 2020
9.7 R2 Personnel: PO-SDC, Risk	9.8 R2 Communication	9.9 R2 Equipment	X	X			UNDP	30079	11724	71400	Service Contract-Individual	19,155
			X	X			UNDP	30000	10282	71400	Service Contract-Individual	7,897
			X	X			UNDP	30000	10282	74200	Printing and Publications	
			X	X			UNDP	30079	11724	72500	Supplies	
9.10 R2 Sub-contracting	9.11 R2 Consumable (Trg. Meeting)	9.12 R2 Others	X	X			UNDP	30079	11724	73100	Rental & Maint-Premises	
			X	X			UNDP	30000	10282	72100	Consulting firm/LOA	39,160
			X	X			RIMES (12349)	30000	10282	72100	Consulting firm/LOA	54,743
			X	X			UNDP	30000	10282	71300	National Consultant	20,000
9.13 R3 Personnel: CB DRR Officer, RRO	9.14 R3 Communication	9.15 R3 Equipment	X	X			UNDP	30079	11724	75700	Consumable for training/meeting	-
			X	X			UNDP	30079	11724	75700	Training, Workshops	6,000
			X	X			UNDP	30000	10282	71400	Service Contract-Individual	7,500
			X	X			UNDP	30079	11724	71300	National Consultant	6,000
9.16 R3 Sub-contracting	9.17 R3 Consumable (Trg. Meeting)	9.18 R3 Others	X	X			UNDP	30000	10282	74200	Printing and Publications	-
			X	X			UNDP	30000	10282	72200	Equipment and Furniture	-
			X	X			ESDO (9368)	30000	10282	72100	NGO Engagement	265,000
			X	X			UNDP	30000	10282	71300	National Consultant	20,000
9.19 R4 Personnel: (PM, DRR-Co, Risk	9.20 R4 Communication	9.21 R4 Equipment	X	X			DRC (012400)	30000	10282	72100	NGO Engagement	198,366
			X	X			UNDP	30000	10282	75700	Consumable for training/meeting	-
			X	X			UNDP	30000	10282	71600	Travel	-
			X	X			UNDP	30079	11724	63100	Int. IC - Chief technical advisor	32,599
9.22 R4 Sub-contracting	9.23 R4 Consumable (Trg. Meeting)	9.24 R4 Others	X	X			UNDP	30079	11724	71400	Service Contract-Individual	7,500
			X	X			UNDP	30079	11724	71200	Int. IC	68,167
			X	X			UNDP	30079	11724	74200	Translator	4,959
			X	X			UNDP	30079	11724	72800	ICT Equipment	-
9.25 R5 Personnel: Capacity Develop	9.26 R5 Communication	9.27 R5 Equipment	X	X			UNDP	30079	11724	71300	National Consultant	-
			X	X			UNDP	30079	11724	75700	Consumable for training/meeting	-
			X	X			UNDP	30079	11724	64300	DPC	-
			X	X			UNDP	30000	10282	71400	Service Contract-Individual	7,897
9.28 R5 Sub-contracting	9.29 R5 Consumable (Trg. Meeting)	9.30 R5 Others	X	X			UNDP	30000	10282	74200	Printing and Publications	
			X	X			UNDP	30000	10282	72200	Equipment and Furniture	
			X	X			UNDP	30000	10282	72100	Consulting firm/LoA FSCD	20,264
			X	X			UNDP	30000	10282	72100	Consulting firm/LoA FSCD	10,000
9.31 R6 Personnel:	9.32 R6 Communication	9.33 R6 Equipment	X	X			UNDP	30000	10282	71200	National Consultant Risk informed development	5,148
			X	X			UNDP	30000	10282	72500	Stationery	
			X	X			UNDP	30079	11724	71600	Trainings Risk informed development	2,000
			X	X			UNDP	30000	10282	71600	Trainings FSCD	2,302
9.34 R6 Sub-contracting	9.35 R6 Consumable (Trg. Meeting)	9.36 R6 Others	X	X			UNDP	30000	10282	71600	Travel/mission/monitoring	-
			X	X			UNDP	30079	11724	63100	IP	
			X	X			UNDP	30079	11724	71400	Service Contract-Individual	19,903
			X	X			UNDP	30079	11724	71200	Int. IC - Chief technical advisor	10,500
9.36 R6 Sub-contracting	9.37 R6 Communication	9.38 R6 Equipment	X	X			UNDP	30079	11724	71500	UNV	23,951
			X	X			UNDP	30079	11724	74200	Printing and Publications	5,000
			X	X			UNDP	30000	10282	74200	Printing and Publications	4,995
			X	X			UNDP	30079	11724	72200	Equipment and Furniture	-
9.39 R6 Sub-contracting	9.40 R6 Communication	9.41 R6 Equipment	X	X			UNDP	30000	10282	72200	Equipment and Furniture	-
			X	X			UNDP	30000	10282	18081	Vehicle	-
			X	X			UNDP	30079	11724	71300	National Consultant	7,100
			X	X			UNDP	30000	10282	71300	National Consultant	-
9.42 R6 Sub-contracting	9.43 R6 Communication	9.44 R6 Equipment	X	X			UNDP	30079	11724	75700	Consumable for training/meeting	-
			X	X			UNDP	30000	10282	75700	Consumable for training/meeting	-
			X	X			UNDP	30079	11724	71600	Travel/mission/monitoring	-
			X	X			UNDP	30000	10282	64300	DPC	3,000
9.45 R6 Sub-contracting	9.46 R6 Communication	9.47 R6 Equipment	X	X			UNDP	30000	10282	64300	DPC	20,000
			X	X			UNDP	30000	10282	64300	DPC	25,149
			X	X			UNDP	30079	11724	73100	Maintenance	666
			X	X			UNDP	30079	11724	72400	Internet	533

EXPECTED OUTPUTS Components or major interim results of the project: To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output: not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Planned Budget for 2020	
		Q1	Q2	Q3	Q4					Budget Description	Amount (USD) 2020
Baseline:	9.37 ECHO- General Management Services- 7%	X	X			UNDP	30079	11724	73100	Security	3,677
Indicators:	9.37 SDC-General Management Services-	X	X			UNDP	30079	11724	73100	UN Clinic	1,140
		X	X			UNDP	30079	11724	73100	Office helpers	677
		X	X			UNDP	30079	11724	73100	IT Help desk	521
		X	X			UNDP	30079	11724	72500	Stationery	500
		X	X			UNDP	30079	11724	75100	Facilities & Administration	28,427
		X	X			UNDP	30000	10282	75100	Facilities & Administration	51,838
Total of Atlas Activity # 09											1,149,275
Total DRM Project Budget											1,149,275

Total Budget by Output:	Output/Activity:	Amount in USD (2020)
	Output-1	-
	Output-2	-
	Output-3	-
	Output-4	-
	Output-5	-
	Output-6	-
	Output-7	-
	Output-8	-
	Output 9	1,149,275
	Total (Activity wise):	1,149,275
Total Budget by Fund & Donors:	DONORS:	
	CORE/TRAC FUND	
	IOM (00043)	-
	UNHCR (00040)	-
	SDC (10282)	754,862.22
	ECHO (11724)	384,313.07
	Total Programme Budget	1,149,275
Total by Implementing Agency:	Implementing Agency	
	UNDP:	541,168
	Action Aid Bangladesh (009922)	90,000
	RIMES	54,743
	Danish Refugee Council	198,368
	ESDO	265,000
	NIM:	
	Total Project Budget:	1,149,275

30/5/2020

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This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Multi-year Budget from 2018 to 2020 (DRRF: Version-E)

Multi-year Budget from 2018 to 2020 (DRRF: Version-E)												
Disaster Risk Management in Cox's Bazaar												
By 2020, relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.												
Resilience-building												
Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and group												
OUTPUT 3.1.: Government institutions have improved capacities, and institutional and legal frameworks to respond to and ensure resilient recovery from earthquakes, weather extremes, and environmental emergencies												
Planned Budget - 2019 to 2020												
EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Amount (USD) 2019	Amount (USD) 2020
Components or major interim Results of the project; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4							
Atlas Activity # 1: 1. Strengthen capacity to manage extreme weather and disaster impacts in the host community, caps and Rohingya settlements	1. Activity Result: Local government capacity to manage disaster and extreme weather events in the context of the											
7.1	1.1 Capacity development activities with Disaster Management Committees	X	X	X		Action Aid	30000	43	72100	Contractual Services Company	168,813	
Baseline: 0	1.2 Embed Technical, Information Management and Field Officers	X	X	X		UNDP	30000	43	71400	Service Contract-Individual	50,252	
Target value: 10	1.3 Provision of Key Operational Equipment to DDM field structure	X	X	X		UNDP	30000	43	72200	Equipment and Furniture	6,395	
	1.4 Communication with the community	X				UNDP	30000	43	72400	Communications-Audio Visual	8,380	
Baseline: 0	General Management Services (GMS) x	X	X	X		UNDP	30000	43	75100	Facilities & Administration	19,433	
Total of Atlas Activity # 01												253,273
Atlas Activity # 2: % of sector coordinators, Heads of Sub-Office, DC, and RRRG represented in end of year review on disaster preparedness and response	2. Activity Result: The Rohingya humanitarian response system and actors' disaster risk management and preparedness efforts are informed by localized technical											
	2.1 Facilitate and contribute to specific disaster preparedness, response and risk reduction processes and government liaison as agreed with ISCG secretariat	X	X	X		UNDP	30000	43	61300	Salary & Post Adj Cst-IP Staff	58,472	
	2.2 Analyse outcomes and share lessons					UNDP	30000	43	71400	Service Contract-Individual	24,275	
	2.3 Communication with the humanitarian					UNDP	30000	43	71200	International Consultant	6,000	
	General Management Services (GMS) x	X	X	X		UNDP	30000	43	71600	Travel	468	
Baseline: 0%		X				UNDP	30000	43	75700	Training, Workshops	1,441	
		X	X			UNDP	30000	43	74200	Printing and Publications	5,000	
		X	X	X		UNDP	30000	43	75100	Facilities & Administration	6,921	
Total of Atlas Activity # 02												102,577
Atlas Activity # 3: Technical Assistance and Management Cost (Project Support Costs)	3. Activity Result: Project Management							0				
	3.1 HR - Project Manager	X	X	X		UNDP	30000	43	61300	Salary & Post Adj Cst-IP Staff	57,487	
	3.2 HR - National project management staff (Finance Associate, Driver)			X		UNDP	30000	43	71400	Service Contract-Individual	20,976	
	3.3 Travel	X	X	X		UNDP	30000	43	71600	Travel	3,165	
	3.4 Furniture	X				UNDP	30000	43	72200	Equipment and Furniture	200	
	3.5 Security	X	X	X		UNDP	30000	43	63500	Insurance and Security	676	
	3.6 Office stationeries and supplies	X	X	X		UNDP	30000	43	72500	Supplies	2,000	
	3.7 Premises and Utilities	X	X	X		UNDP	30000	43	73100	Rental & Maint-Premises	9,482	
	3.8 Visibility - facebook ads		X	X		UNDP	30000	43	74200	Advertisement	1,500	
	3.9 Monitoring and Evaluation			X		UNDP	30000	43	71400	Service Contract-Individual	19,560	
	3.10 Communications			X		UNDP	30000	43	72400	Communications	17,617	

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Planned Budget - 2019 to 2020	
		Q1	Q2	Q3	Q4					Amount (USD) 2019	Amount (USD) 2020
Components or major interim Results of the project; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas										
Baseline:	General Management Services (GMS) x	X	X	X	X	UNDP	30000	43	75100	12,272	144,935
Total of Atlas Activity # 03											
4. Activity Result: Women Entrepreneurship Programme (Donor: MWDA for training on Mushroom production in Ukhlia and Teknaf, Cox's Bazar.											
Atlas Activity # 4: 500 # of local community members (women) benefiting from project	4.1 Support to local Women entrepreneur		X			UNDP	30000	40	72600	57,535	
	MWDA for training on Mushroom production in Ukhlia and Teknaf, Cox's Bazar.		X			UNDP	30000	40	75700	2,978	
	General Management Services (GMS) x					UNDP	30000	40	64300	2,859	
						UNDP	30000	40	75100	5,070	
Total of Atlas Activity # 04											
5. Activity Result: Government, development, and humanitarian stakeholders have access to improved forecasting information and multi-hazard											
Atlas Activity # 5: Indicator 5.1 Indicator 1.1 Availability of high-resolution short-range forecast product for Rohingya camp areas and seasonal forecasts centered on Cox's Bazar	5.1 Development of forecast products	X	X			UNDP	30000	10282	72100		
Baseline:	5.2 Capacity development of Bangladesh Meteorological Department.	X	X	X		UNDP	30000	10282	71600		
No existing high-resolution forecast products for the Rohingya camp area; no seasonal forecast for Cox's Bazar.	5.3 Establish basis to enable later development of dynamic landslide	X	X			UNDP	30000	10282	75700	7,980	
Target:	5.4 Provision of seasonal outlook report for government and humanitarian	X	X			UNDP	30000	10282	72100	1,307	
Available high-resolution weather forecast product (9km x 9 km) centered on key camp areas; Seasonal forecasts centered on Cox's Bazar district issued. Indicator 5.2 Pre-cyclone/monsoon season situation assessments produced by Disaster Risk TWIG and provided to ISCG and Deputy Commissioner,	5.5 Technical support to ISCG sectors for joint situation assessment for upcoming	X	X			UNDP	30000	10282	72100	16,571	
Baseline: Analysis of risk and vulnerability for upcoming disaster	5.6 Risk and vulnerability profiling and mapping	X	X			UNDP	30000	10282	71300		
	5.7 Production and dissemination of risk atlas for Cox's Bazar	X	X			UNDP	30000	10282	72800		
	General Management Services (GMS) x	X	X			UNDP	30000	10282	72100		
		X	X			UNDP	30000	10282	75100	2,069	
Total of Atlas Activity # 05											
6. Activity Result: Most-vulnerable Rohingya and Bangladeshi host communities reduce and manage communities at high risk of landslide and 6.2 Landslide and flash flood risk reduction in host communities											
Atlas Activity # 6: Indicator 6.1 Number of vulnerable communities with DRR activities implemented according to RRAP/camp equivalent of RRAP Baseline 0 Target 40	6.1 Public awareness campaign in communities at high risk of landslide and	X	X			UNDP	30000	10282	72100		
Indicator 6.2 Number of upazilas supported to renovate existing cyclone preparedness infrastructure	6.2 Landslide and flash flood risk reduction in host communities	X	X			UNDP	30000	10282	74200		
Baseline: 0		X	X			UNDP	30000	10282	71600	1,000	
Indicators:		X	X			UNDP	30000	10282	71400		
2019 Targets/Deliverables: 4		X	X			UNDP	30000	10282	75700		
Related CPD Outcome:		X	X			UNDP	30000	10282	71300	27,711	
		X	X			UNDP	30000	10282	74200	296	
		X	X			UNDP	30000	10282	72100		
		X	X			UNDP	30000	10282	75100		


EXPECTED OUTPUTS Components or major interim Results of the project ; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Planned Budget - 2019 to 2020		
		Q1	Q2	Q3	Q4					Budget Description	Amount (USD) 2019	Amount (USD) 2020
			X	X	X	UNDP	30000	10282	72100	Contractual services - DRR in ca	-	
			X	X		UNDP	30000	10282	72100	Contractual services - Landslide	-	
	6.4 Support to government cyclone preparedness infrastructure improvement		X	X		UNDP	30000	10282	72100	Contractual services - Upgrading	-	
	General Management Services (GMS) x		X	X		UNDP	30000	10282	72100	Contractual services - Renovate	-	
			X	X	X	UNDP	30000	10282	75100	Facilities & Administration	2,241	
										Total of Atlas Activity # 06	31,248	
Atlas Activity # 7: Indicator 7.1 Number of government duty-bearers trained in application of risk information and forecasting for planning purposes Baseline 0 Target 100 Indicator 6.3 Number of participants at orientation sessions for humanitarian staff on seasonal and extreme weather and disaster risk in Cox's Bazar Baseline 0 Target 250	7. Activity Result: Government duty-bearers, key-humanitarian stakeholders											
	7.1 Capacity building of government officials for forecast and risk assessment		X	X	X	UNDP	30000	10282	75700	Training, Workshops	-	
		X	X	X		UNDP	30000	10282	71400	Service Contract-Individual	-	
		X	X	X		UNDP	30000	10282	71600	Travel	13,369	
	7.2 Capacity building for staff in key operational humanitarian agencies on use	X	X	X		UNDP	30000	10282	74200	Printing and Publications	-	
	7.3 Training of trainers for landslide	X	X	X		UNDP	30000	10282	75700	Training, Workshops	-	
	General Management Services (GMS) x	X	X			UNDP	30000	10282	72100	Contractual services	-	
		X	X	X		UNDP	30000	10282	75100	Facilities & Administration	1,070	
										Total of Atlas Activity # 07	14,439	
Atlas Activity # 8: Project Management (SDC Fund)	8. Activity Result: Project Management											
	8.1 HR - Project Officer	X	X	X		UNDP	30000	10282	71400	Service Contract-Individual	4,700	
	8.2 Project initiation consultant	X				UNDP	30000	10282	71300	Individual contract	13,629	
	8.3 Dhaka-CXB travel	X	X	X		UNDP	30000	10282	71600	Travel	835	
	8.4 Local travel	X	X	X		UNDP	30000	10282	72300	Travel	500	
	8.5 Vehicle	X	X	X		UNDP	30000	10282	18081	Vehicle	35,018	
		X	X	X		UNDP	30000	10282	74700	Transport/shipping	2,737	
	8.6 Furniture	X				UNDP	30000	10282	72200	Equipment and Furniture	946	
	8.7 VHF radios	X				UNDP	30000	10282	72200	Equipment and Furniture	-	
	8.8 Laptops	X				UNDP	30000	10282	72800	ICT Equipment	9,437	
	8.9 Stationary	X	X	X		UNDP	30000	10282	72500	Supplies	3,330	
	8.10 Office rent	X	X	X		UNDP	30000	10282	73100	Rental & Maint-Premises	28,607	
		X	X	X		UNDP	30000	10282	73200	Project materials	202	
	8.11 Audit (contribution to DRRF audit if			X		UNDP	30000	10282	72100	Contractual services	-	
	8.12 Communications and Reporting	X	X	X		UNDP	30000	10282	71400	Service Contract-Individual	18,809	
	8.13 Visibility products	X	X			UNDP	30000	10282	72400	Communications	71	
			X			UNDP	30000	10282	74200	Printing and Publications	2,647	
	8.14 Video production		X	X		UNDP	30000	10282	72100	Contractual services	-	
	8.15 Contribution to UN clinic/dispensary		X	X		UNDP	30000	10282	63100	Contribution NP for UN Clinic	3,500	
	8.15 General Management Services-8%	X	X	X		UNDP	30000	10282	75100	Facilities & Administration	10,013	
Baseline:										Total of Atlas Activity # 08	134,981	
Indicators:												
2019 Targets/Deliverables:												
Atlas Activity # 9 : Programme and Operation (ECHO & SDC Fund)	9.1 R1 Personnel: (Embedded staffs)		X	X		UNDP	30079	11724	71400	Service Contract-Individual	20,000	30,407
	9.2 R1 Communication		X	X		UNDP	30079	11724	74200	Printing and Publications	-	3,300
	9.3 R1 Equipment		X	X		UNDP	30079	11724	72200	Equipment and Furniture	3,638	-
	9.4 R1 Sub-contracting		X	X		Action Aid (9922)	30079	11724	72100	Contractual Services	49,000	90,000
			X	X		UNDP	30079	11724	71200	Int. IC	-	10,000
	9.5 R1 Consumable (Trg. Meeting)		X	X		UNDP	30079	11724	75700	Consumable for training/meeting	-	-
	9.6 R1 Others		X	X		UNDP	30079	11724	71600	Travel/mission/monitoring	2,808	3,334
	9.7 R2 Personnel: PO-SDC, Risk Spec.ECHO)		X	X		UNDP	30079	11724	71400	Service Contract-Individual	2,500	19,155
			X	X		UNDP	30000	10282	71400	Service Contract-Individual	11,056	7,897
	9.8 R2 Communication		X	X		UNDP	30000	10282	74200	Printing and Publications	-	-
	9.9 R2 Equipment		X	X		UNDP	30079	11724	72500	Supplies	-	-
	9.10 R2 Sub-contracting		X	X		UNDP	30079	11724	73100	Rental & Maint-Premises	-	-

EXPECTED OUTPUTS Components or major interim Results of the project; To be shown as Activities in Atlas	PLANNED ACTIVITIES Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas				Timeframe		Responsible Party	Fund Code	Donor	Budget Code	Planned Budget - 2019 to 2020		
					Q1	Q2	Q3	Q4			Budget Description	Amount (USD) 2019	Amount (USD) 2020
9.11 R2 Consumable (Trg. Meeting) 9.12 R2 Others 9.13 R3 Personnel: CB DRR Officer, RRO IC 9.14 R3 Communication 9.15 R3 Equipment 9.16 R3 Sub-contracting 9.17 R3 Consumable (Trg. Meeting) 9.18 R3 Others 9.19 R4 Personnel: (PM, DRR-Co, Risk Spe.Int) 9.20 R4 Communication 9.21 R4 Equipment 9.22 R4 Sub-contracting 9.23 R4 Consumable (Trg. Meeting) 9.24 R4 Others 9.25 R5 Personnel: Capacity Develop 9.26 R5 Communication 9.27 R5 Equipment 9.28 R5 Sub-contracting 9.29 R5 Consumable (Trg. Meeting) 9.30 R5 Others 9.31 R6 Personnel: 9.32 R6 Communication 9.33 R6 Equipment 9.34 R6 Sub-contracting 9.35 R6 Consumable (Trg. Meeting) 9.36 R6 Others					X				10282	72100	Consulting firm/LOA	37,790	39,160
									10282	72100	Consulting firm/LOA	91,864	54,743
									10282	71300	National Consultant	-	20,000
									11724	75700	Consumable for training/meeting	-	-
									11724	75700	Training, Workshops	3,000	6,000
									10282	71400	Service Contract-Individual	12,000	7,500
									11724	71300	National Consultant	-	6,000
									10282	74200	Printing and Publications	-	-
									10282	72200	Equipment and Furniture	-	-
									10282	72100	NGO Engagement	-	265,000
									10282	71300	National Consultant	-	20,000
									10282	72100	NGO Engagement	-	198,366
									10282	75700	Consumable for training/meeting	1,792	-
									10282	71600	Travel	-	-
									11724	63100	IP	23,000	32,599
									11724	71400	Service Contract-Individual	4,500	7,500
									11724	71200	Int. IC	16,133	68,167
									11724	74200	Printing and Publications	-	4,959
									11724	72800	ICT Equipment	-	-
									11724	71300	National Consultant	-	-
									11724	75700	Consumable for training/meeting	8,000	-
									11724	64300	DPC	-	-
									10282	71400	Service Contract-Individual	6,318	7,897
									10282	74200	Printing and Publications	601	-
									10282	72200	Equipment and Furniture	-	-
									10282	72100	Consulting firm/LoA FSCD	-	20,264
									10282	71200	Consulting firm/LoA FSCD	-	10,000
									10282	72500	Stationery	2,206	5,148
									10282	71600	Trainings Risk informed development	-	2,000
									11724	72100	Trainings FSCD	-	2,302
									10282	71600	Travel/mission/monitoring	-	-
									11724	63100	IP	23,000	19,903
									11724	71400	Service Contract-Individual	6,992	10,500
									11724	71200	Int. IC - Chief technical advisor	6,000	23,951
									11724	71500	UNV	8,967	5,000
									11724	74200	Printing and Publications	-	4,995
									10282	74200	Printing and Publications	1,400	-
									11724	72200	Equipment and Furniture	-	-
									10282	72200	Equipment and Furniture	5,000	-
									10282	18081	Vehicle	10,000	-
									11724	71300	National Consultant	-	7,100
									10282	71300	National Consultant	4,450	-
									11724	75700	Consumable for training/meeting	-	-
									10282	75700	Consumable for training/meeting	-	-
									11724	71600	Travel/mission/monitoring	-	-
									10282	64300	DPC	4,670	3,000
									10282	64300	DPC	38,474	20,000
									10282	64300	DPC	2,286	25,149
									11724	73100	Maintenance	-	666
									11724	72400	Internet	-	533
									11724	73100	Security	-	3,677

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Planned Budget - 2019 to 2020		
		Q1	Q2	Q3	Q4					Budget Description	Amount (USD) 2019	Amount (USD) 2020
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas											
Baseline:		X	X	X	X	UNDP	30079	11724	73100	UN Clinic	-	1,140
Indicators:		X	X	X	X	UNDP	30079	11724	73100	Office helpers	-	677
		X	X	X	X	UNDP	30079	11724	73100	IT Help desk	-	521
		X	X	X	X	UNDP	30079	11724	72500	Stationery	-	500
	9.37 ECHO- General Management Services-					UNDP	30079	11724	75100	Facilities & Administration	12,881	28,427
	9.37 SDC-General Management Services-					UNDP	30079	11724	75100	Facilities & Administration	32,780	51,838
						UNDP	30000	10282			453,106	1,149,275
Total of Atlas Activity # 03											1,230,927	1,149,275
Total DRM Project Budget												

Total Budget by Output:	Output/Activity:	Amount in USD (2019)	Amount in USD (2020)
	Output-1	253,273	-
	Output-2	102,577	-
	Output-3	144,935	-
	Output-4	68,442	-
	Output-5	27,927	-
	Output-6	31,248	-
	Output-7	14,439	-
	Output-8	134,981	-
	Output 9	453,106	1,149,275
	Total (Activity wise):	1,230,927	1,149,275
Total Budget by Fund & Donors:	DONORS:		
	CORE/TRAC FUND		
	IOM (00043)	500,785	-
	UNHCR (00040)	68,442	-
	SDC (10282)	456,611	754,962
	ECHO (11724)	195,089	394,313
	Total Programme Budget	1,230,927	1,149,275
Total by Implementing Agency"	Implementing Agency		
	UNDP:		
	Action Aid Bangladesh (009822)	921,250	541,166
	RIMES	217,813	90,000
	Danish Refugee Council	91,864	54,743
	ESDO	-	198,366
	NIM:		265,000
	Total Project Budget:	1,230,927	1,149,275

30/5/2020


Sudipto Mukherjee
 Resident Representative
 UNDP Bangladesh


Pankaj Paul
 National Disaster Risk Specialist
 UNDP Bangladesh


Mir Ali Asgar
 Programme Coordinator
 UNDP Cox's Bazar

This Annual Work Plan (AWP) is based on Result Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Cox's Bazar DRR Procurement Plan - 2020

Country Office	Bangladesh
Submitted by:	Cox's Bazaar sub-office
Date:	5-Feb-20

Instructions:

- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects and UN Agencies
- If you need additional lines, right-click and "Insert" rows, do not copy-paste, to keep drop-down

PROMPT ID	Project Name	Project ID	Type of Supply	Category	Description of goods, services or works required	Unit of Measure	Estimated Unit Price in USD	Estimated Total Price in USD	Requested delivery date (goods, works) or start of services	Finalization of services date	End user of goods, services or works	Procurement Process Status
Contract no UNDP-CXB-INT.IC-2019-002	DRR	00112438	Individual Contractor	Individual Consultant (IC) - Local	9.19 International Consultant - Risk Specialist	Month	\$16,133	\$96,800	19/11/2019	19/05/2020	UNDP	Contract Mngt
85260	DRR	00112438	Individual Contractor	Individual Consultant (IC) - Local	9.28 National Consultant - Risk literacy trainer	Pers.	\$5,500	\$5,500	15/12/2019	31/03/2020	UNDP	Contract Mngt
	DRR	00112438	Services	Individual Consultant (IC) - Local	9.10 List of vulnerable communities - National IC	Lump	\$20,000	\$20,000	15/02/2020	15/05/2020	UNDP	Submitted for advertisement
59025	DRR	00112438	Services	Consulting Firm Services	9.16 Implementation of Landslide and flash flood risk reduction in host communities	Lump	\$240,000	\$240,000	15/02/2020	01.01.2020	Host communities	Evaluation
Collaborative Advantage modality	DRR	00112438	Services	Consulting Firm Services	9.16 CRA and RRAP in camps for landslide and flash flood risk reduction	Lump	\$200,000	\$200,000	25.11.2019	25.01.2020	Refugees	Contract Mngt
	DRR	00112438	Services	Workshop/Conference facilities	9.16 Landslide volunteer training	Lump	\$20,000	\$20,000	\$44,106	16.05.2020	UNDP	Solicitation
	DRR	00112438	Individual Contractor	Individual Consultant (IC) - Local	9.20 National Consultant -Translator	No	\$4,959	\$4,959	01.01.2020	15.02.2020	UNDP	Contract Mngt
	DRR	00112438	Individual Contractor	Individual Consultant (IC) - Local	9.4 District disaster IM guideline	Lump	\$10,000	\$10,000	15.02.2020	01.05.2020	UNDP	Not started
82884	DRR	00112438	Services	Consulting Firm Services	9.4 Disaster Management Committee Capacity Development	Lump	\$90,000	\$90,000	16.01.2020	31.05.2020	UNDP	Contract Mngt
80315	DRR	00112438	Services	Consulting Firm Services	9.10 Disaster Impact Model	Lump	\$48,000	\$48,000	12.12.2019	28.02.2020	UNDP	Contract Mngt
	DRR	00112438	Individual Contractor	Individual Consultant (IC) - Local	9.19 AND 9.31 Chief Technical Advisor	Month	\$17,904	\$71,616	05.02.2020	31.05.2020	UNDP	
	DRR	00112438	Individual Contractor	Individual Consultant (IC) - Local	9.34 Videographer	Lump	\$7,100	\$7,100	03.01.2020	31.04.2020	UNDP	Not yet started
	DRR	00112438	Individual Contractor	Individual Consultant (IC) - Local	9.13 IC Field monitoring of risk reduction	Month	\$2,000	\$6,000	01.03.2020	31.05.2020	UNDP	Not started
Total Estimated 2019 Procurement Plan (USD)									597,259			

UNDP Bangladesh Recruitment Plan - 2020

Project/Country Office: CxB DRR Project

1. Position management- Existing Staff (both national and international if applicable)

Name	Position title	Contract modality	Category/Band	No. Positions	Contract end date	Planned extension	Remarks	Funding availability
Cathrine T. Haarasaker	Project Manager – DRR	FT	P3	1	28/08/2019	Project ending 31/05/2020		
Md. Aktarujaman	Technical Officer	SB	SB3-5	1	31/05/2020	Project ending 31/05/2019	9.1	Yes
Md. Abdur Rahman	Information Management Officer	SB	SB3-3	1	31/05/2020	Project ending 31/05/2019	9.1	Yes
Khemajon Tripura/Subimal Barua	Field Officer	SB	SB3-3	2	31/05/2020	Project ending 31/05/2019	9.1	
Md. Nurul Alam	Administrative Assistant	SB	SB2-2	1	31/05/2020	Project ending 31/05/2019	9.31	Yes
Md. Mokshed Kazi	Driver Cum Messenger	SB	SB1-3	1	31/05/2020	Project ending 31/05/2019	9.31	Yes
Mohima Kadar	Project Officer - Disaster Risk Management	SB	SB3	1	31/05/2020	Project ending 31/05/2019	9.7	Yes
Iftekhhar Alam	Community-Based DRR Officer	SB	SB3	1	31/05/2020	Project ending 31/05/2019	9.13	Yes
Runa Jesmin	Capacity Development Officer	SB	SB3	1	31/05/2020	Project ending 31/05/2019	9.25	Yes
Urmela Sharma	UNV Admin and Finance	UNV	UNV	1	1/7/2020	Project ending 31/05/2019	9.31	Yes
Imtiaz Shahed	DRR Coordination Officer	SB	SB3	1	31/05/2020	Project ending 31/05/2019	9.19	Yes
Yoganath Adhikari	Disaster Risk Specialist	IC	INT	1	15/05/2020	Project ending 31/05/2019	9.19	Yes
Pankaj Paul	National Disaster Risk Specialist	SB	SB4	1	31/05/2020	Project ending 31/05/2019	9.7	Yes

2. Recruitment Plan for 2019 - New Hire

Position	Annual Work Plan	Contract modality	Number of	Category/Band	Contract duration	Expected Date of joining	Funding availability

Project Title and Duration:		Disaster Risk Management in Cox's Bazar								
Project ID (Atlas)		Atlas Project ID: 00113842								
SPD Outcome/Output		By 2020, relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.								
UNDAF Outcome/Output		Resilience-building								
Strategic Plan Outcome/Output										
SDG Goal/Target										
Expected Output 1: Local government capacity to manage disaster and extreme weather events in the context of the Rohingya crisis is strengthened										
Project Output Indicators	Appearing in which project document	Baseline (2019)	Target 2020	Progress Against Target as of 01.12.2020	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
1.1# of updated Disaster Management plans	ECHO/IDM	0	10	10	Document review	Signature of UP/UNODC	Quarterly	Cathrine		
1.2% of government Disaster Management Committees demonstrating improvement of capacity by meeting criteria for graduation from low to medium capacity or from medium to high capacity	ECHO/IDM	0	100.00%	100%	FGD, KII	FGD records	End of project	Khemajon, Subimal and Akter		
1.3 % of mandated local government units have delivered SOS report within 72 hours and D-FORM within 14 days following disaster events in the project period	ECHO/IDM	0	100.00%	100%	Review SOS and D-Form submissions	SOS and D-form	Quarterly	Cathrine	No	Assumes continued collaboration of partners
1.4 Number of people covered by early action/contingency plans	ECHO/IDM and ECHO 2019	0	335,000	335,900	Review action profiles	Signed contingency plans	Quarterly	Cathrine		
1.5 % of targeted institutions/organizations/communities reporting benefit from UNDP DRM programme technical support services, knowledge products and capacity development support	ECHO 2019	0	80%	0	KII	Short report describing UNDP technical support services and capacity development activities, and benefits reported by beneficiary institutions to be produced and shared with donors and beneficiary institutions	Quarterly	Project manager		
# of government bodies have tested contingency plan through simulation exercise	ECHO 2019	0	0	0	Document observation	Simulation exercise records		DRR Coordination Officer		
District Disaster Management Committee members' knowledge of history and lessons learnt from previous response in CXB has been improved	ECHO 2019	0	75%	0	FGD, test	Survey records				

Pakiz

Expected Output 2: The Rohingya humanitarian response system and actors' disaster risk assessment and preparedness efforts are informed by localized technical advice and coordinated with the Government of Bangladesh										
Project Output Indicators	Appearing in which project document	Baseline (Year)	Target (Year)	Progress Against Target as of 01.12.2020	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
2.1. % of sector coordinators, Heads of Sub-Office, DC, and RRRC represented in end of year review on disaster preparedness and response	ECHO/HOM	0	80%	75%	Document review	Attendance list	After workshop (Yearly)	Cathrine		Assumes continued collaboration of partners
2.2. # post season lessons learnt report produced and shared with key stakeholders	ECHO/HOM	0	2	2	Document review	Published, Distribution list	Quarterly	Cathrine	No	There are 10 targeted host institutions under result 1: the DMCs in the 7 sectors, the DMC in two upazilas, the DMC, and the DDM field structure under the direction of the DRRO (DRRO, POCs and support staff). Method of collection will be focus group
2.3. # Assessment report on Priority areas for DRM for 2019 collaboratively produced and shared with ISCS, Government, HoSD, and SEG	ECHO/HOM	0	1	1	Document review	Published, Distribution list	Quarterly	Cathrine		
2.4. % of beneficiary institutions/organizations reporting increased capacity to manage extreme weather and disaster risk in Cox's Bazar at end of project	ECHO/HOM	0	80	80%	Survey, KI	KI records, survey record	End of project	Cathrine	No	
2.5 Disaster risk management lessons learnt informs mid-term review and reporting on the 2019 Joint Response Plan	ECHO 2019	0	2	1	Document review	Baseline: 0 - JRP mid-term review and final reports not yet published. Target value 3 points - 1 point for each of the following: (1) JRP mid-term review report explicitly mentions lessons learnt from DRR mainstreaming and contingency planning, and (1) JRP 2019 final report explicitly mentions achievements and challenges related to DRR mainstreaming and contingency planning.	Quarterly	Cathrine		

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Expected Output 4: Women Entrepreneurship Programme										
Project Output Indicators	Appearing in which project document	Baseline -2019	Target -2020	Progress Against Target as of 01.12.2020	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
4.1 500 # of local community members (women) benefiting from project	UNEICR	0	500	500	Survey, KII	Project records	Quarterly	Asgar	0	0
Expected Output 5: Government, development, and humanitarian stakeholders have access to improved forecasting information and multi-hazard risk maps to support planning and decision-making										
Project Output Indicators	Appearing in which project document	Baseline -2019	Target -2020	Progress Against Target as of 01.12.2020	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
5.1 Availability of high-resolution short-range forecast product for Rohingya camp areas and seasonal forecast products centered on Cox's Bazar	SDC / ECHO-2019	No existing high-resolution forecast products for the Rohingya camp areas; no seasonal forecast for Cox's Bazar.	Available high-resolution evidence-based cyclone impact scenarios for the Rohingya camps and host communities for category 1 and 4 cyclone available to INSCG for use in preparedness planning	Work started by BMD and RIMES	Document/web site review	BMD webpage printouts, seasonal forecast bulletin	Quarterly	Mohima	App M&E activity cost for this output	Output wise assumptions and risks
5.2 Evidence-based cyclone impact scenarios	SDC	No evidence-based cyclone impact scenarios available for the Rohingya camps and host communities for preparedness planning		Work started by T+T consultants				Mohima		
5.3 DC approved "List of Vulnerable communities and location map"	SDC	No "List of Vulnerable communities and location map"	1	1	Document review	List		Mohima		
5.4 5% of CoB and humanitarian agencies reporting increase in number of trusted forecast, risk assessments and seasonal outlook products	SDC	Baseline: TBD	0.8	0	Beneficiary survey	number of trusted forecast, risk assessment reports and seasonal outlook products	Beginning and end of project	Mohima		
5.5 District disaster management committee and humanitarian decision-makers have been presented and have public access to the district administration-endorsed report on disaster vulnerable communities	ECHO 2019 (same output as risk atlas)	0	1	1	Document review, observation	List				

5.6 2020 monsoon and cyclone preparedness planning is informed by localized forecasts and modelling	ECHO 2019 (consisting of SDC output indicators)	0	3	0	0	Document review	Baseline 0 - ISCG monsoon and cyclone contingency plans utilize planning figures estimated from pre-influx cyclone event and national monsoon forecast; Large value 3: Bangladesh Meteorological Department-based regional monsoon forecast, scenario-based planning figures based on disaster impact model (DIM) for cyclone category 1 and scenario-based planning figures for cyclone category 4 have been shared and discussed with the ISCG secretariat and Emergency Preparedness Working Group during 2020 preparedness planning. (Government sensitivity regarding impact scenarios generated for cyclone are expected, and it may not be possible to share the scenario reports publicly. If it is not possible to share the scenarios or model reports fully, due to this sensitivity, critical planning figures - such as affected population, expected shelter loss - forecast by the DIMs will be provided to and discussed with the UNRCO, ISCG Senior Coordinator and secretariat for use.)	Baseline 0 - ISCG monsoon and cyclone contingency plans utilize planning figures estimated from pre-influx cyclone event and national monsoon forecast; Large value 3: Bangladesh Meteorological Department-based regional monsoon forecast, scenario-based planning figures based on disaster impact model (DIM) for cyclone category 1 and scenario-based planning figures for cyclone category 4 have been shared and discussed with the ISCG secretariat and Emergency Preparedness Working Group during 2020 preparedness planning. (Government sensitivity regarding impact scenarios generated for cyclone are expected, and it may not be possible to share the scenario reports publicly. If it is not possible to share the scenarios or model reports fully, due to this sensitivity, critical planning figures - such as affected population, expected shelter loss - forecast by the DIMs will be provided to and discussed with the UNRCO, ISCG Senior Coordinator and secretariat for use.)				
5.7	ECHO 2019	0	3200	0	0	Review of demographic data and project records	The target is defined as people reached with landslide and flash flood awareness activities in their communities on National Disaster Preparedness Day. A 20 awareness mobilizers will be trained in each of 8 unions, each is expected to reach minimum 20 people (taking into account that some mobilizers will want to do the activities together).	The target is defined as people reached with landslide and flash flood awareness activities in their communities on National Disaster Preparedness Day. A 20 awareness mobilizers will be trained in each of 8 unions, each is expected to reach minimum 20 people (taking into account that some mobilizers will want to do the activities together).				

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Expected Output 6: Most-vulnerable Rohingya and Bangladeshi host communities reduce and manage landslide, flash flood and cyclone risk.

Project Output Indicators	Appearing in which project document	Baseline 2019	Target 2020	Progress Against Target as of 01.12.2020	Data Collection Method(s) (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
6.1 Number of men and women directly benefiting from successfully implemented community-based disaster risk reduction interventions	SDC	0	730 (SDC) / 31,799 (ECHO 2019)	0	Document review, case study	Participant lists	Quarterly	(H)elher/Risk Reduction Officer	Any M&E activity cost for this output	No disaster, timely procurement
6.2 Number of vulnerable communities with DRR activities implemented according to RRAP/camp equivalent of RRAP	SDC	0	40	0	Observations, document review	Project records	Quarterly	(H)elher/Risk Reduction Officer		
6.4 % reduction in the number of affected people (experienced, expected or modelled)	ECHO 2019	0	4%	0	Document review	Government reports on affected population (SNS and D-Form), Bangladesh Bureau of Statistics population data, SMCSD data on				Expenditure affected people; People affected by damage blockade

Expected Output 7: Government duty-bearers, key-humanitarian stakeholders and first response agencies manage residual risk through risk-informed planning and first response.

Project Output Indicators	Appearing in which project document	Baseline 2019	Target 2020	Progress Against Target (M/Y)	Data Collection Method(s) (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
7.1 % of GoB training participants demonstrating increase in understanding of risk information application at end of training	SDC	0	90%	0 (activity started but results not reviewed yet)	Document review	Training records/ Pre and post test assessment report.	Bimonthly	Capacity development officer / Gabriel	Any M&E activity cost for this output	ASCG/MSD sector continued agreement
7.2 Number of government duty-bearers trained in application of risk information and forecasting for planning purposes	SDC	0	100	40	Document review	Participant list	Bimonthly	Capacity development officer / Gabriel		
7.3 Number of participants at orientation sessions for humanitarian staff on seasonal and extreme weather and disaster risk in Cox's Bazar	SDC / ECHO-2019	0	250	11	Document review	Participant list	Bimonthly	Capacity development officer		
7.4 Number of GoB first response agency staff trained on landslide search and rescue	SDC	0	80	0	Document review, observation	Training records	Bimonthly	Capacity development officer		FSCD will be increased
7.5 Number of people participating in interventions that enhance their capacity to face shocks and stresses	ECHO 2019	0	200	11	Training records; Post-training surveys specific to the training.	Under this result, the indicator target can be broken down into: - 100 government staff reached with awareness materials and training on DRR, focusing on use of risk and forecast information, and core concepts and principles of DRR; - 20 INGO staff reached with workshops on DRR, focusing on early warning and use of risk and forecast information; - 80 first responders trained on landslide search and rescue				

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Expected Output 8: Project Management Cost SDC										
Project Output Indicators	Appearing in which project document	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
N/A – operational budget										
SP Output : (Strategic plan outputs, those are aligned with your project										
SP Output Indicators with code number		Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
For example, cannot be removed		For example,	N/A due to nature of the project							
Please add the title.	For example,	For example,	For example,	For example,	Reporting to CO For example:	Project reports For example,	End of project For example,	Cathrine	0	

[1] A number of evaluations with be completed collaboratively with development partners, including EC, DFID, Daidia and others

For example

Actions	Person/Unit Responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount	%	
Objective: To enhance preparedness for disaster, extreme weather and seasonal response of government, humanitarian actors, and most-vulnerable communities in Cox's Bazaar district via improved preparedness and contingency planning in host communities and within the Rohingya response; Improvement of forecasting and risk analysis; implementation of landslide and flash flood mitigation measures in underserved communities; technical support to humanitarian actors and local government; support to improve management of residual risk.					
Key objective indicator 1: % of targeted institutions/organizations/communities reporting benefit from UNDP DRM programme					
Key objective indicator 2: % reduction in the number of affected people (experienced, expected or modelled)					
Result 1: Local government capacity to manage disaster and extreme weather events in the district is strengthened					
Output 1.1					
R1A1 Capacity development of Disaster Management Committees (DMC) to plan for and respond to disaster as per the Standing Orders on Disaster - Simulation Exercises and Contingency Plan	Intiaz	1st and 2nd Quarter	USD 90,000	10%	3 points - (1 point) Minimum 1 inject in Simulation Exercise pertains to women and girls. (1 point) Simulation Exercise debrief questions should contain minimum one question related to gender. (1 point) Visual materials developed should contain both male and female characters.
R1A4 Support government to produce lessons learnt report on cyclone and monsoon preparedness in the district	Intiaz	1st Quarter	USD 19,000	30%	Yes/No - Crosscutting issues chapter addresses gender concerns.
Result 2: Government, development, and humanitarian stakeholders have access to improved forecasting information, risk modelling and district risk profile					
N/A - no activities applicable, as they deal with development of weather forecasts, wind map, location map and cyclone impact model. The latter could have been broken down into gender-disaggregated modelled figures, but due to sensitivity of refugee data and risk of particular group being identified for relocation to Basan Char, we are not disaggregating the data at this point in time.					
Result 3: Landslide and flash flood risk is reduced in most-vulnerable communities.					
Output 1.1					
R3A1 Number of people participating in interventions that enhance their capacity to face shocks and stresses, R3A2 Community-based disaster risk reduction activities in Bangladeshi communities at risk of landslide and flash floods	Iftekhar	1st and 2nd Quarter	\$ 265,000.00	5%	Number of men and women participating in interventions that enhance their capacity to face shocks and stresses - gender disaggregated population data (based on population/CfW participants/training participants/awareness session data for targeted communities + gender ratios of Rohingya and Bangladeshi populations)
R3A3 Community-based disaster risk reduction activities in Rohingya camps at risk of landslide and flash floods			\$ 198,000.00	5%	
Result 4: The Rohingya humanitarian response system and actors' disaster risk management and preparedness efforts are informed by localized, gender-sensitive technical advice and coordinated with the Government of Bangladesh					

Actions	Person/Unit Responsible	Timeline	Budget allocation		Proposed Indicator
			Budgeted amount	%	
R4A3 Participation in Sector meetings and communication with Sector coordinators to collect and analyse information, plans and provide inclusive, gender-sensitive technical and contextual advice	Seeta	1st and 2nd Quarter	0 (staff time only)		2 points - (1 point) discussion with GIHA working group about DRR technical support to the GIHA group in spring 2020 (1 point) concrete follow-up activity with GIHA working group (such as presentation, workshop, orientation, etc) Implemented
Result 5: Government duty-bearers, key-humanitarian stakeholders and first response agencies are better prepared to manage residual risk					
R5A2 Creation of learning opportunities and materials on disaster risk management for humanitarian staff	Runa	1st and 2nd Quarter	0 (staff time only)		Yes/No - Gendered vulnerability to disaster is mentioned in orientation PPT

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PROJECT ACTIVITY	Target audience (ranked by importance; highlight if contacts already made)	Communication Activities & Tools (how best to reach your respective target audiences with the key messages?)	Timing (when is the activity due or how often?)	Expected Result/Indicator of achievement (for each tool chosen)	Resource requirements (person/days required, budget implications (also consider outsourcing costs))	Responsible Unit/Person (And supporting unit/persons if any)
DRR						
Community based DRR- Flash flooding and landslide	Donor Country Audience	Videos on Beneficiary stories	March-April 2020	Shared on UNDP Bangladesh, Brussels, Geneva and ECHO social media accounts PR Shared with local online media in CXB	Videographer and editor (Outsourced) (\$ 7,000 total budget for videographer, to cover both this line and activity mentioned line 22-23. COA 9.34 donor ECHO)	CO comms Unit Procurement Unit
C4W (Iftekar)	Local CXB Audience	Press Release			Inputs from DRR team	Comms Specialist
Partnership with BMD launch of online forecast app for Ukhiya and Teknaf (Mohima)	Local and National Audience NGO Staff	Press Release Briefing note for NGO and UN audience	April	Featured in local and national media	Inputs from DRR team	Comms Cxb DRR Team
Installation of weather station Installation (Mohima)	Local and National Audience NGO Staff	Photos of weather station installation	March	Photos of weather station installation taken and shared with press and project team	Inputs from DRR team	Comms Cxb

Stimulation exercises with 9 Disaster Mgt Committees (Action Aid)	Donors	Photos for donor reporting		Photos Taken		Comms Cxb
(Imtiazi)	Local Community	Local media coverage	March/April	Coverage by Local media	Inputs from DRR team	Action Aid DRR Team
Support to LGA DRR	Govt counterparts				Used footage from last recordings	Comms CO
(Imtiazi and Akter)	Min of Disaster Mgt n Relief UNDP Global	Video	March/April	Unused footage put together as new video and shared by CO	New recordings from film and new interview with ADC General Film editor Videographer - budget see line 6 (above)	Procurement Unit
Sharing workshop at end of project (Imtiazi)	LGA, UN in CXB, Local donor reps, Min of Disaster and relief	Brochure summarizing main outputs n impacts	May		Graphic designer Budget available	Procurement
C4W Community (female) Camp C4W (Iftekar)	Local and national audience Donors					Comms Cxb DRR Team
Capacity Development DMC (ward member) (Imtiazi)						
Humanitarian Partner (Red cross Achala, firemen training on landslide search and rescue)		Human interest stories				
(PM) Govt Partner (firemen training on landslide search and rescue) Runa						

RESOURCE MOBILIZATION ACTION PLAN
DISASTER RISK MANAGEMENT IN COX'S BAZAR PROJECT (DRR)

Target Partner	Expected funding (+X% or \$Y from \$Z in YYYY)	Targeted area(s) of cooperation* (Linked to new Strategic Plan) (*Can also name the titles of associated projects)	Concrete actions and timing for engagement (Consider partners' budget cycle and most influencing persons for identifying good entry points for partnership and influencing funding decisions by partners. Specify the joint policy dialogues, high level meeting/letters, proposal submissions, etc. Indicate needed CO capacity investments)	Responsible CO Unit/Person (And supporting unit/persons if any)
TBD (multiple donors e.g. SDC, DFID, SIDA, AUSAID, USAID)	USD 6,418,679 for multi-year project from 2020 to 2023	Strengthening Disaster Resilience in Cox's Bazar through enhancement of disaster risk management systems and institutions (under DRR Project)	A new proposal developed by international IC (Mr. Neol) under DRR project in Cox's Bazar. The proposal will be submitted to suitable donors in coming days (by May 2020). Project Manager/chief technical advisor along with UNDP CXB, and UNDP CO will identify most influencing persons for identifying good entry points for partnership and influencing funding decisions by partners, and will organize high-level meeting/letters, proposal submissions.	Focal point: Seeta Giri Supporting: UNDP CXB and UNDP CO
ECHO	EUR 1,802,424.79 for 18 months cost extension from June 2020 to November 2021	A cost extension request submitted for the existing DRR project to ECHO under HIP 2020 on 17 th February 2020	Based on meeting and discussion between UNDP programme coordinator and ECHO representatives, a cost extension request submitted for the existing DRR project in CXB to ECHO under HIP 2020 on 17 th February 2020	Cost extension submitted on 17 February 2020. Focal Point: Mir Ali Asgar Support: Pankaj Paul worked on the proposal

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Revised Annual Work Plan (AWP) for 2020: Version 'B'										
Community Cohesion in Cox's Bazar										
UNDAF Outcome 2: Citizen expectations for voice, development, rule of law, and accountability are met by stronger systems of democratic governance.										
Crisis Prevention and Recovery										
Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups										

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EXPECTED OUTPUTS Components or major interim Results of the project: To be shown as Activities in Atlas	PLANNED ACTIVITIES		Timeframe				Responsible Party	Fund Code	Planned Budget		
	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4				Donor Code	Budget Description	Amount (USD)
	Action 3.1.3 Field Facilitator Social Cohesion (SB3)		X	X	X		UNDP	30000	12842	Service Contract	19,200
	Action 3.1.4 Procurement Officer (SB3)	X	X	X	X		UNDP	30,000	12842	Service Contract	18000
	Action 3.1.5 Operations Manager (SB4)	X	X	X	X		UNDP	30000	12842	Service Contract	42,000
	Action 3.1.6 Gender Specialist (SB4)	X	X	X	X		UN-WOMEN	30000	12842	Service Contract	35,000
	Action 3.1.7 Administrative Assistant	X	X	X	X		UN-WOMEN	30000	12842	Service Contract	12,000
	Action 3.1.8 Communications Officer (UNV)	X	X	X	X		UNDP	30000	12842	Service Contract	24,000
	Action 3.1.9 Driver-Messenger (SB1)	X	X	X	X		UNDP	30000	12842	Service Contract	4,500
	3.2 Activity Result: Operation Cost										278,518
	Action 3.2.1: Travel and DSA	X	X	X	X		UNDP	30000	12842	Travel	10,000
	Action 3.2.2: ICT/Supply	X	X				UNDP	30000	12842	Equipment/Supplies	5000
	Action 3.2.3: Monitoring and Evaluation				X		UNDP	30000	12842	Equipment/Supplies	0
	Action 3.2.4: UNDP office support	X	X	X	X		UNDP	30000	12842	Int Consultant	5,000
	Action 3.2.5: Prog Quality assurance, M&E, Coord. & Mgt.	X	X	X	X		UNDP	30000	12842	National Consultant	0
	Action 3.2.6: Vehicle Purchase						UNDP	30000	12842	Common services	40000
	Action 3.2.7: Vehicle cost, common service etc	X	X	X	X		UNDP	30000	12842	CO Staff Services	20000
	Action 3.2.8: Communication and visualization						UN-WOMEN	30000	12842	Vehicle purchase	0
	Action 3.2.9: Audit	X	X	X	X		UNDP	30000	12842	Common services	20000
	Action 3.2.10 General Management Services-UNDP (GMS)x8%						UNDP	30000	12842	Communication products	2,300
	Action 3.2.11 Management Services Cost for UN-WOMEN	X	X	X	X		UNDP	30000	12842	Audit	8,000
		X	X	X	X		UN-WOMEN	30000	12842	Facilities & Administration	127,418
Total of Atlas Activity											1,928,147

Total Budget by Fund & Donors	DONORS: TAR-DFATD (Canada) 12842	1,928,147
Total by Implementing Agency	Total Programmable Budget	1,928,147
	Implementing Agency	
	UNDP (001981) :	1,598,347
	UN-WOMEN (002001) :	550,800
	Total Project Budget:	2,147,147

30/5/2020

Sudipto Mukerjee
Resident Representative
UNDP Bangladesh

Mr. Ali Asgar
Programme Coordinator
UNDP Cox's Bazar
Date:

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Revised Annual Work Plan (AWP) for 2020: Version 'B'												
Community Cohesion in Cox's Bazar												
UNDAF Outcome 2: Citizen expectations for voice, development, rule of law, and accountability are met by stronger systems of democratic governance.												
Crisis Prevention and Recovery												
Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups												
EXPECTED OUTPUTS	PLANNED ACTIVITIES				Responsible Party	Fund Code	Donor	Budget Code	Planned Budget			Year 2021 Amount (USD)
	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4				Budget Description	Year 2019 Amount (USD)	Year 2020 Amount (USD)	
Atlas Activity # 1: Economic Resilience	1. Activity Result: Economic Resilience									218,000	1,245,729	1,168,687
	Action 1.1: Skills Training for Host Communities					UNDP	30000	12113	Contractual Service-NGO/IP			323,628
						DC Office CXB	30000	12113	Training by A2I			0
						UNDP	30000	12113	Consultations organized by A2I			0
						UNDP	30000	12113	National Consultant (for A2I)			10000
Atlas Activity # 2: Community Cohesion	Action 1.2: Life Skills and Resilience Training for the Rohingya					UN-WOMEN	30000	12113	Contractual Service-NGO/IP	160,000	300,000	103,000
	Action 1.3: On the job training for daily wage workers - Quick impact infrastructure host community projects (labor)					UNDP	30000	12113	Contractual Service-NGO/IP		81,229	142,000
	Action 1.4: On the job training for skilled workers - Quick impact infrastructure host community projects (labor)					UNDP	30000	12113	Contractual Service-NGO/IP		105,000	154,659
	Action 1.5: On the job training - quick impact infrastructure host community projects (labour)					UNDP	30000	12113	Contractual Service-NGO/IP			88,800
	Action 1.6: On the job training for skilled - apprenticeships with informal sector host community					UNDP	30000	12113	Contractual Service-NGO/IP			56,000
	Action 1.7: Engagement with employers for apprenticeships					UNDP	30000	12113	Contractual Service-NGO/IP			
	Action 1.8: Start up grant tool kits					UNDP	30000	12113	Contractual Service-NGO/IP			90,000
	Action 1.9: Start up grants cash					UN-WOMEN	30000	12113	Contractual Service-NGO/IP			20,000
	Action 1.10: Support to Women Center for Rohingya skills training					UNDP	30000	12113	Contractual Service-NGO/IP			67,000
	Action 1.11: Mentoring and Technical Assistance					UN-WOMEN	30000	12113	Contractual Service-NGO/IP	28,000	28,000	14,000
Atlas Activity # 3: Technical Assistance and Management Cost (Project Support Costs)	Action 1.12: Job Placement Activities					UNDP	30000	12113	Contractual Service-NGO/IP			88,800
	Action 1.13: Monitoring & Evaluation (incl. mid-term and final evaluation)					UNDP	30000	12113	Contractual Service-NGO/IP			1,800
	2. Activity Result: Community Cohesion					UNDP	30000	12113	Contractual Service-NGO/IP			9,000
	Action 2.1: Support to Women Peacebuilders and Groups					UN-WOMEN	30000	12113	Contractual Service-NGO/IP	75,000	149,200	104,600
	Action 2.2: Local Mediator Training					UNDP	30000	12113	Contractual Service-NGO/IP	50,000	50,000	25,000
Atlas Activity # 3: Technical Assistance and Management Cost (Project Support Costs)	Action 2.3: Inter and Intra-Faith Leadership & Dialogue					UNDP	30000	12113	Contractual Service-NGO/IP	10,000	16,000	28,000
	Action 2.4: Host Community Engagement Plan					UNDP	30000	12113	Contractual Service-NGO/IP			35,000
	Action 2.5: Mentoring and Technical Assistance					UNDP	30000	12113	Contractual Service-NGO/IP	15,000	29,200	9,600
	3.1 Activity Result: Project Personnel Cost					UNDP	30000	12113	Contractual Service-NGO/IP			7,000
	Action 3.1.1 Project Manager (SB4)					UNDP	30000	12113	Service Contract	124,470	254,700	247,200
										20,470	55,000	58,300

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EXPECTED OUTPUTS	PLANNED ACTIVITIES				Timeframe		Responsible Party	Planned Budget					
	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4	Fund Code		Donor	Budget Code	Budget Description	Year 2019 Amount (USD)	Year 2020 Amount (USD)	Year 2021 Amount (USD)
Components or major interim Results of the project ; To be shown as Activities in Atlas	Action 3.1.2 Skills Training Specialist National (SB4)					UNDP	30000	12113	71400	Service Contract	17,500	45,000	45,000
	Action 3.1.3 Field Facilitator Social Cohesion (SB3)					UNDP	30000	12113	71400	Service Contract	10,000	19,200	19,200
	Action 3.1.4 Procurement Associate (SB3)					UNDP	30,000	12113	71400	Service Contract	0	19000	18000
	Action 3.1.5 Operations Manager (SB4)					UNDP	30000	12113	71400	Service Contract	25,000	42,000	42,000
	Action 3.1.6 Gender Specialist (SB4)					UN-WOMEN	30000	12113	71400	Service Contract	35,000	35,000	35,000
	Action 3.1.7 Administrative Assistant					UN-WOMEN	30000	12113	71400	Service Contract	12,000	12,000	12,000
	Action 3.1.8 Communications Officer (UNV)					UNDP	30000	12113	71400	Service Contract	0	24,000	13,200
	Action 3.1.9 Driver-Messenger (SB1)					UNDP	30000	12113	71400	Service Contract	4,500	4,500	4,500
	3.2 Activity Result: Operation Cost										294,229	278,518	235,267
	Action 3.2.1: Travel and DSA					UNDP	30000	12113	71600	Travel	13,000	10,000	12,000
	Action 3.2.2: ICT/Supply					UNDP	30000	12113	72800	Equipment/Supplies	15,000	5000	2000
						UNDP	30000	12842	72800	Equipment/Supplies	8,000	0	0
	Action 3.2.3: Monitoring and Evaluation					UNDP	30000	12113	71200	International Consultant	60,000	5,000	2,000
						UNDP	30000	12842	71300	National Consultant	0	0	0
Action 3.2.4: UNDP office support					UNDP	30000	12113	73100	Common services	5,000	40000	40000	
Action 3.2.5: Prog Quality assurance, M&E, Coord. & Mgt.					UNDP	30000	12113	64300	CO Staff Services	18,525	20000	15000	
Action 3.2.6: Vehicle Purchase					UNDP	30000	12113	73400	Vehicle purchase	65,000	0	0	
Action 3.2.7: Vehicle cost, common service etc					UN-WOMEN	30000	12113	73100	Common services	20,000	20000	10400	
Action 3.2.8: Communication and visualization					UNDP	30000	12113	74200	Communication products	0	2,300	5000	
Action 3.2.9: Audit					UNDP	30000	12113	74100	Audit	1,000	8,000	2,000	
Action 3.2.10 General Management Services-UNDP (GMS)x8%					UNDP	30000	12113	75100	Facilities & Administration	61,904	127,418	129,315	
Action 3.2.11 Management Services Cost for UN-WOMEN					UN-WOMEN	30000	12113	74500	Miscellaneous Expenses	26,800	40,800	17,552	

30/5/2020



Sudipto Mukerjee
Resident Representative
UNDP Bangladesh

Total Budget by Output	Output	Budget
	Output-1	2,632,418
	Output-2	328,800
	Output-3	1,434,384
	Total:	4,395,600
Total Budget by Fund & Donors	DONORS: (12113)	4,395,600
	Total Programmable Budget	4,395,600
Total by Implementing Agency	Implementing Agency	
	UNDP:	3,248,048
	UN-WOMEN:	1,149,552
	Total Project Budget:	4,395,600



Mir. Ali Asgar
Programme Coordinator
UNDP Cox's Bazar
Date:


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Community Cohesion in Cox's Bazar Procurement Plan - 2020

Country Office	Bangladesh
Submitted by:	UNDP-CXB Crisis Response
Date:	14-Jan-20

Instructions:
- Only include procurements to be done by UNDP for DHA Management, Support to NRM projects
- If you need additional lines, right-click and "Insert" rows, do not copy paste, to keep drop-down menus & format.

Project Name	Project ID	Type of Procurement	Title of Procurement Action	Procurement Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Multi-year contract/term USD 2021	Is Amendment?	Amendment Value (USD)	Procurement request submission date	Target Purchase Order Date (if Goods) and Planned Contract Start Date (if Civil Works, etc.)	Final Delivery Date of Goods/Services /Civil works/IC	End user of goods, services or works	Procurement Process Status	Remarks
Community Cohesion in Cox's Bazar	00113358	Services	MGO	NGO/CSO Engagement	Delivering Community Cohesion activities	EA	1	\$200,000.00	\$240,000.00	No	\$0.00	15-Feb-20	15-Apr-20	31-Dec-21	Communities	Not Started	
Community Cohesion in Cox's Bazar	00113358	Services	Other Services	Other Services	Making video documentation	EA	1	\$15,000.00	\$0.00	No	\$0.00	15-Jul-20	15-Sep-20	31-Dec-20	UNDP	Not Started	
Community Cohesion in Cox's Bazar	00113358	Services	Other Services	Other Services	IC Hiring for Monitoring tools & Plan	EA	1	\$10,000.00	\$0.00	No	\$0.00	15-Feb-20	15-Mar-20	30-Jun-20	UNDP	Not Started	
Community Cohesion in Cox's Bazar	00113358	Services	Other Services	Other Services	Selection firm/facilitation for conflict and development analysis	EA	1	\$150,000.00	\$0.00	No	\$0.00	15-Feb-20	15-Apr-20	01-Dec-20	UNDP	Not Started	
Community Cohesion in Cox's Bazar	00113358	Services	Other Services	Other Services	Mid Term Evaluation of CCP Project	EA	1	\$22,000.00	\$0.00	No	\$0.00	15-Jun-20	31-Aug-19	31-Dec-20	UNDP	Not Started	
Community Cohesion in Cox's Bazar	00113358	Goods	Other Services	Other Services	Supplementary support for project participants	EA	1	\$25,000.00	\$0.00	No	\$0.00	01-Sep-20	31-Oct-19	31-Dec-20	UNDP	Not Started	
Community Cohesion in Cox's Bazar	00113358	Services	Other Services	Other Services	16 Days of activism	EA	1	\$15,000.00	\$0.00	No	\$0.00	01-Sep-20	31-Oct-19	31-Dec-20	Communities	Not Started	
Total Estimated 2019 Procurement Plan (USD)									\$140,000.00								


Mahtabul Hakim
Project Manager-CCP
Cox's Bazar Sub-Office, UNDP

Recruitment/HR Plan 2020**Project Name: Community Cohesion in Cox's Bazar****Project ID: 00113358**

Position title	Contract modality	Category/Band	No. Positions	Contract end date	Planned extension	Remarks	Funding availability
Operations Manager	SC	SB4	1	1/7/2020	12/31/2021	May be further extended	Yes
Project Manager-C2RP	SC	SB4	1	31/01/2020	30/06/2020		Yes
Project Manager-CCP	SC	SB4	1	20/07/2020	12/31/2021	May be further extended	Yes
Skills Training Specialist	SC	SB4	1	20/07/2020	12/31/2021	May be further extended	Yes
District Facilitator	SC	SB3	1	15/07/2020	12/31/2021	May be further extended	Yes
Comms Officer (UNV)	SC	IUNV	1	30/06/2020		Further extension will depend of availability of TRACK fund	Yes
Driver-Messenger	SC	SB2	1	30/04/2020	12/31/2021	May be further extended	Yes
Procurement Associate	SC	SB3	1	4/1/2021	12/31/2021	May be further extended	Yes



Mahtabul Hakim
Project Manager-CCP
Cox's Bazar Sub-Office, UNDP

PROJECT MONITORING AND EVALUATION PLAN									
Project Title and Duration			:	Community Cohesion in Cox's Bazar 2019-2021					
Project ID (Atlas)			:	00113358					
CPD Outcome/Output				OUTPUT 2.1: Civil society, interest groups, relevant government agencies and political parties have tools and knowledge to set agendas and to develop platforms for building consensus on national issues					
UNDAF Output			:	(UNDAF Outcome 1): Develop and implement improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups.					
SP outcome				(SP Output 2 Citizen expectations for voice, development, rule of law, and accountability are met by stronger systems of democratic governance).					
SDG Goal/Target			:	(SDG Goal 16) Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels					
Expected Output 1: Community Resilience									
Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
1.1.1 Percent of trainees a) finding employment in the sector in which they received skill development support b) disaggregated (%) by sex.	2018 0	2020 10% of total skilled beneficiaries have got placement in which they received skill development support and female are 25% of total employed	Annually	Survey, KI, FGD, Training Report, Job Placement Status Report, Feedback from Employer	Monthly Activity Report/Case Studies and all other reports	Annually	Project Manager		Natural and Man-Made Crisis, political unrest, GoB Policy changes.
Expected output-01 Activity Results 1.1: Skills Training: Host Communities									
Activities Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
1.1.1.1 Number of beneficiaries receiving: a) skills and leadership development training, b) disaggregated (%) by sex.	2018 0	2020 1000 beneficiaries have received skills and leadership development training, 25% of them are women	Six Monthly	Survey, KI, FGD, Training Report	Monthly Activity Report/Case Studies and all other reports	Annually	Project Manager		Natural and Man-Made Crisis, political unrest, GoB Policy changes.
1.1.1.2 Percent of beneficiaries who a) found employment six months after receiving skills development training, b) disaggregated by sex	0	20% of beneficiaries have found employment in six months after receiving skills development training and female are 25% of total employed	Six Monthly	Survey, KI, FGD, Training Report, Job Report/Case Placement Status Report, Feedback from Employer	Monthly Activity Report/Case Studies and all other reports	Annually	Project Manager		Natural and Man-Made Crisis, political unrest, GoB Policy changes.
1.1.1.3 Number of host community women received livelihood and business development skills training to protect and start rebuilding livelihood assets	0	300 women from host community have received livelihood and business development skills training to protect and start rebuilding livelihood assets	Six Monthly	Endline survey, KI, FGD	Monthly Activity Report/Case Studies and all other reports	Annually	Project Manager		Natural and Man-Made Crisis, political unrest, GoB Policy changes.
Expected output-01 Activity Results 1.3 :On the job training – infrastructure rehabilitation – short term employment opportunities									
Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
1.3.1 Number of trained skilled workers employed through infrastructure rehabilitation schemes disaggregated by sex	2018 0	2020 750 trained skilled workers have employed through infrastructure rehabilitation schemes disaggregated by sex	Quarterly	Report analysis, KI, FGD	Monthly Activity Report/Case Studed and all other reports	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, political unrest, GoB Policy changes.
1.3.2 Number of wage workers employed through infrastructure rehabilitation schemes	0	500 wage workers have employed through infrastructure rehabilitation schemes	Quarterly	Survey, KI, FGD	Monthly Activity Report/Case Studed and all other reports	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, political unrest, GoB Policy changes.
1.3.3 Number of person days of short term employment created	0	5,000 person days have created for skilled workers and 20,000 man days wage workers for unskilled workers	Quarterly	Survey, KI, FGD	Monthly Activity Report/Case Studed and all other reports	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, political unrest, GoB Policy changes.

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Expected output-01 Activity Results 1.4:Support to sustainable long term employment opportunities

Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
1.4.1 Number of trained skilled people who have completed apprenticeships	2018 0	500 trained skilled people have completed apprenticeships	Quarterly	Survey, KII, FGD	Monthly Activity Report/Case	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, Political unrest,GoB
1.4.2 Number of people who have found jobs through job placement	0	250 beneficiaries have found jobs through job placement	Quarterly	Survey, KII, FGD	Monthly Activity Report/Case	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, Political unrest,GoB
1.4.3 Number of people who have found jobs themselves	0	250 beneficiaries have found jobs themselves	Quarterly	Survey, KII, FGD	Monthly Activity Report/Case	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, Political unrest,GoB
1.4.4 Number of people who have received start up kits	0	200 beneficiaries have received start up kits	Quarterly	Survey, KII, FGD	Monthly Activity Report/Case	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, Political unrest,GoB
1.4.5 Number of people who have received cash grant	0	250 beneficiaries have received cash grant	Quarterly	Survey, KII, FGD	Monthly Activity Report/Case	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, Political unrest,GoB

Expected Output 2: Community Resilience

Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
2.1 Number of dialogue processes held in "hot spot" communities to bring together community members to discuss concerns related to drivers of violence.	2018 0	6 dialogues have processed in the hot spot areas of the unions to bring together community members to discuss concerns related to drivers of violence.	Quarterly	Survey, KII, FGD	Monthly Activity Report/Case Scaled and all other reports	Quarterly, Annually	Project Manager		Natural and Man- Made Crisis, Political unrest,GoB changes.
2.2 Number of community members who a) report a better understanding of peacebuilding concepts b) disaggregated (%) by sex.	0	200 community members have better understanding of peacebuilding concepts and 25% of them are women.	Quarterly	Survey, KII, FGD	Monthly Activity Report/Case Studies and all other reports	Quarterly, Annually	Project Manager		Natural and Man- Made Crisis, Political unrest,GoB changes.
2.4 Percentage change or increase in respondents who believe that the Rohingya crisis response has contributed something to their community	0	Percentage change or increase in respondents who believe that the Rohingya crisis response has contributed something to their community	Quarterly	Survey, KII, FGD	Monthly Activity Report/Case Studies and all other reports	Quarterly, Annually	Project Manager		Natural and Man- Made Crisis, Political unrest,GoB changes.

Expected Activity Results 2.1 Support to Women Peacebuilders and Groups

Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
2.1.1 Percentage of women who felt skills training or consultation was 'useful' or 'very useful' once session completed	2018 0	60% women who participated training or consulted felt that training or consultant as 'useful' or 'very useful'	Quarterly	Survey/ KII/ FGD	Monthly Activity Report/Case Studies	Quarterly, Annually	Project Manager		Natural and Man- Made Crisis, Political unrest,GoB changes.
2.1.2 Percentage improvement in scores from a test administered at start of a training session when compared to a test administered at the end	0	50% Improvement by 70% participants after the test	Quarterly	Survey/ KII/ FGD	Monthly Activity Report/Case Studies	Quarterly, Annually	Project Manager		Natural and Man- Made Crisis, Political unrest,GoB changes.
2.1.3 Number of female beneficiaries attending training sessions or discussions	0	200 female beneficiaries have participated in the training sessions	Quarterly	Survey/ KII/ FGD	Monthly Activity Report/Case	Quarterly, Annually	Project Manager		Natural and Man- Made Crisis, Political unrest,GoB changes.

Expected Activity results 2.2 :Local Mediator Training

Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
Number of recipients of a) mediator training, b) disaggregated (%) by sex.	2018 0	100 beneficiaries have received mediator training, female are 25%.	Quarterly	FGD, KII	Monthly Activity Report/Case Studies and all other reports	Quarterly and Annually	Project Manager		Natural and Man- Made Crisis, Political unrest,GoB changes.
2.2.2 Percentage improvement in scores from a test administered at start of a training session when compared to a test administered at the end.	0	50% improvement by 70% participants after the test	Quarterly	FGD, KII	Monthly Activity Report/Case Studies and all other reports	Quarterly and Annually	Project Manager		Natural and Man- Made Crisis, Political unrest,GoB changes.

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Expected Activity Results 2.3: Inter and Intra-Faith Leadership & Dialogue									
Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
2.3.1 Number of religious organizations adding a PVE or social cohesion element to existing programming	2018 0	2020 2 religious organizations have included PVE or social cohesion element to existing work	Quarterly	FGD, KI	Monthly Activity Report/Case Studies and all other reports	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, political unrest, Gov changes.
2.3.2 Number of religious leaders given training or materials to recognize and defend against extremist or intolerant narratives in their communities	0	20 religious leaders have received training	Quarterly	FGD, KI	Monthly Activity Report/Case Studies and all other reports	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, political unrest, Gov changes.
2.3.3 Number of religious leaders given training or materials to recognize and address the gendered aspects of PVE.	0	20 religious leaders have addressed the gendered aspects of PVE.	Quarterly	FGD, KI	Monthly Activity Report/Case Studies and all other reports	Quarterly, Annually	Project Manager		Natural and Man-Made Crisis, political unrest, Gov changes.
Expanded Activity Results 2.4: Plan for Host Community Engagement									
Project Output Indicators	Baseline	Target	Progress Against Target (M/Y)*	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
2.4.1 Plan for Host Community Engagement developed and operationalised	2018 0	2020 Plan for Host Community Engagement developed and operationalised	Annually	Survey/ KI/ FGD	Monthly Activity Report/Case Studies and all other reports	Annually	Project Manager		Natural and Man-Made Crisis, political unrest, Gov changes.

SP Output 1: Strategic plan outputs, these are aligned with your project									
SP Output Indicators with code number	Baseline (Year)	Target (Year)	Progress Against Target (M/Y)	Data Collection Methods (M&E Activities)	Means of Verification (data sources)	Frequency	Responsibilities	Resources (Cost)	Assumptions and Risks
For example:	For example:	For example:	For example:	For example:	For example:	For example:	For example:	For example:	For example:
6.1.1.B.1.1 Number of new emergency jobs created for women 15+ years of age through UNDP projects in crisis or post-crisis settings	0 500 (2020) 0 500 (2021)	500 (2020) 500 (2021)	-	Project Survey	Project report	Annual	UNDP	No Cost	Political instability Natural Hazard
6.1.1.B.2.1 Number of new emergency jobs created for men 15+ years of age through UNDP projects in crisis or post-crisis settings	0 1000 (2020) 0 1000 (2021)	1000 (2020) 1000 (2021)	-	Project Survey	Project Report, Evaluation Report	Annual	UNDP Independent Evaluator	No Cost	Political instability Natural Hazard
6.1.1.B.3.1 Total number of new emergency jobs created for adults 15+ years of age through UNDP projects in crisis or post-crisis settings	0 1500 (2020) 0 1500 (2021)	1500 (2020) 1500 (2021)	-	Project Survey	Project Report, Evaluation Report	Annual	UNDP Independent Evaluator	No Cost	Political instability Natural Hazard


Evaluation

Evaluation Title	UNDP Strategic Plan Outcome	Partners (containing 303)	Evaluation commissioned by (if not UNDP)	Type of Evaluation	Planned Evaluation Completion Date (Month/Year)	Estimated Cost	Provisional Source of Funding
Mid Term Evaluation of Community Cohesion in Cox's Bazar Project	SP Outcome 5: Countries are able to reduce the likelihood of conflict and lower the risk of natural disasters, including from climate change	CSOs UNO offices of Tezga and Uthya Cox's Bazar DC Office	UNDP/GAC	Mid-term Project Evaluation	Dec-20	US \$22,000	Global Affairs Canada


Mahtabul Hakim
 Project Manager-CCP
 Cox's Bazar Sub-Office, UNDP

Gender Action Plan 2020
Community Cohesion in Cox's Bazar Project,
UNDP Cox's Bazar Crisis Response Office

Actions	Person/Unit Responsible	Timeline	Budget allocation	Proposed Indicator
Young women of Ukhiya and Teknaf participated in skills training	Mahtabul Hakim	March-Dec 2020	100000	Ratio of women participants in skills training
Women are supported with conditional cash grant (cash for work)	Mahtabul Hakim	February-Dec 2020	40000	Ratio of women participants in cash for work schemes
Jointly observe of IWD 2020	Mahtabul Hakim	March 2020	5000	IWD organized in Cox's Bazar in line with national and international thematic area
Organize PSEA Training for UNDP staff at Cox's Bazar Office	Mahtabul Hakim	May/June	500	PSEA training organized with staff
Organize PSEA Training for NGO partners and vendors (2)	Mahtabul Hakim	Jan/April	500	PSEA training organized for NGO partners and vendors
Observe 16 days campaign with youths in Teknaf and Ukhiya	Mahtabul Hakim	Nov-Dec 2020	10000	16 days campaign organized in Cox's Bazar and Ukhiya


Mahtabul Hakim
 Project Manager-CCP
 Cox's Bazar Sub-Office, UNDP

RESOURCE MOBILIZATION ACTION PLAN-2020

Community Cohesion in Cox's Bazar Project (CCP)

UNDP Cox's Bazar Crisis Response Office

Target Partner	Expected funding (+X% or \$Y from \$Z in YYYY)	Targeted area(s) of cooperation* (Linked to new Strategic Plan) (*Can also name the titles of associated projects)	Concrete actions and timing for engagement (Consider partners' budget cycle and most influencing persons for identifying good entry points for partnership and influencing funding decisions by partners. Specify the joint policy dialogues, high level meeting/letters, proposal submissions, etc. Indicate needed CO capacity investments)	Responsible CO Unit/Person (And supporting unit/persons if any)
Global Affairs Canada (Department of Foreign Affairs, Trade and Development, Canada)	CAD 2,000,000 in 2020 (as per the CSA signed in Dec 2018)	Poverty Reduction and Livelihood		Mahtabul Hakim



Mahtabul Hakim
Project Manager-CCP
Cox's Bazar Sub-Office, UNDP

UNDP CxB Communications Action Plan 2020




CCP

PROJECT ACTIVITY	Target audience (ranked by importance; highlight if contacts already made)	Communication Activities & Tools (how best to reach your respective target audiences with the key messages?)	Timing (when is the activity due or how often?)	Expected Result/Indicator of achievement (for each tool chosen)	Resource requirements (person/days required, budget implications (also consider outsourcing costs))	Responsible Unit/Person (And supporting unit/persons if any)
C4W activities	Donor UN Agencies UNDP website	VIDEO Human Interest Story	March-Nov	Video produced and shared by UNDP CO platforms	Footage taken before raining season Videographer Film editor	CO Procurement
Skills Acquisition		Training Footage to be used in 2021	March	Training footage taken before 2021	Videographer	Procurement Comms CXB PM

h. b. b. b.

16 days of activism (Youth based activities) 25 th Nov-10th Dec	Donor UN Agencies UNDP website Youth	Discussion/Interactive events Local media coverage Press Release	Sept/Oct	Media and online coverage	Visual aids, IEC materials Branded materials Event organizer	CO Comms Procurement PM Comms CXB
Youth discussion workshop on social cohesion	Local and national audiences	Press release Social Media posts	Aug/Sept		Visual aids, IEC materials Branded materials Communique by youth Event Planner	PM Procurement Comms CO Comms Cx8


Mahtabul Hakim
Project Manager-CCP
Cox's Bazar Sub-Office, UNDP

Khondker Pervez Ahmed

From: Habiquil Islam
Sent: Thursday, May 28, 2020 12:15 PM
To: Khondker Pervez Ahmed
Cc: Fatematul Jannat; Le Le Lan; Mohammad Rezaul Haque; Md Golam Mostafa; Mir Ali Asgar; Md Nurul Alam; Md Masud Karim
Subject: RE: Explanation on budget approval; RE: Signed copy of the C2RP AWP 2020
Attachments: C2RP AWP 2020_Updated 27 May 2020-RV-2.pdf; C2RP MYB 2020_Updated 27 May 2020-RV-2.pdf; C2RP MYB 2020_Updated 27 May 2020-RV-2.xlsx

Dear Pervez Bhai,

Please find the revised signed hardcopy of AWP and MYB of C2RP for your necessary action.

Thank you

Habiquil

From: Habiquil Islam
Sent: Wednesday, May 27, 2020 11:13 PM
To: Md Masud Karim <masud.karim@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>; Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Subject: RE: Explanation on budget approval; RE: Signed copy of the C2RP AWP 2020

Dear Masud Bhai

Please find the attachment of revised budget which made for liquidation of UN Women expenditure in 2020. It is noted that we already uploaded budget in system as urgent basis.

Could you review and provide your signature. We'll obtain Asgar Bhai's signature upon received your clearance.

Thank you

Habiquil

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Sent: Wednesday, May 27, 2020 4:59 PM
To: Habiquil Islam <habiquil.islam@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Md Masud Karim <masud.karim@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>
Subject: RE: Explanation on budget approval; RE: Signed copy of the C2RP AWP 2020

Dear Habiquil Bhai,

From: GSSU Agencies
Sent: Tuesday, April 21, 2020 8:02 AM
To: Habiqul Islam <habiqul.islam@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Md Masud Karim <masud.karim@undp.org>; Noraini Abu Sahid <noraini.abu.sahid@undp.org>; Jacklyn Goh <jacklyn.goh@undp.org>; Mugen Thanj <mugen.thangarajo@undp.org>; Syahirah Rofie <syahirah.rofie@undp.org>
Subject: RE: PDR ERRORS- 2020-Q1_UNIFEM-BGD

Regards,
Mugen

Unit	Project	Activity	GL Unit	Last Updated By	Last Upd Dt	Created By	Created on	Accou	Dept	Func	Impl Age	Don	Ledger G	Acctg Dt	Amount	
BGD10	00112437	ACTIVITY 4	UNDP1	thi-ngoc-van.nguyen	4/28/2020 8:34	habiqul.islam	4/21/2020 8:24	72100	B0392	30000	002001	00117	CHD DP	4/21/2020	172,476.72	



2

From: Habiquil Islam <habiquil.islam@undp.org>
Sent: Saturday, May 23, 2020 1:06 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Md Masud Karim <masud.karim@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>
Subject: RE: Explanation on budget approval; RE: Signed copy of the C2RP AWP 2020

Dear Pervez Bhai,

Please find e-mail (attached) suggestion to make budget revision. Should we update need to update the hardcopy adding 172K as per Atlas amount. Please suggest.

Thank you

Habiquil

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Sent: Saturday, May 23, 2020 11:44 AM
To: Habiquil Islam <habiquil.islam@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Md Masud Karim <masud.karim@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>
Subject: RE: Explanation on budget approval; RE: Signed copy of the C2RP AWP 2020

Dear Habiquil Bhai,

Unfortunately there is no instruction for budget update in the email attachment you shared. We still need to know the process of budget approval by DRR, initiated by you on 21 April 2020 without any hard copy submission.

Unit	Project	Activity	GL Unit	Last Updated By	Last Upd DtT	Created By	Created on	Accou	Dept	Func	Impl Age	Don	Ledg
BGD10	00112437	ACTIVITY 4	UNDP1	thi-ngoc-van.nguyen	4/28/2020 8:34	habiquil.islam	4/21/2020 8:24	72100	B0392	30000	002001	00117	CHD

We will come back to UNWomen issue later on, need to fix the existing discrepancy first between hard copy and ATLAS.

Kind regards,
 Pervez

From: Habiquil Islam <habiquil.islam@undp.org>
Sent: Friday, May 22, 2020 11:59 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Md Masud Karim <masud.karim@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>
Subject: RE: Explanation on budget approval; RE: Signed copy of the C2RP AWP 2020

Dear Pervez Bhai,

Recently C2RP Budget has been updated for the adjustment of UN Women expenditure which planned to charge USD 172,476.72 in 2019, but unfortunately the expenditure not charged in 2019 and we have to made Budget Revision urgently basis in April 2020. The details are in the attached e-mail for ready reference.

Could you review the issue with UN Women and provide suggestion if any.

Thank you

Habiquil

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Sent: Thursday, May 21, 2020 12:13 AM
To: Habiquil Islam <habiquil.islam@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Md Masud Karim <masud.karim@undp.org>
Subject: Explanation on budget approval; RE: Signed copy of the C2RP AWP 2020

Dear Habiquil Bhai,

Hope you are good health condition. We are seeking for your kind explanation on budget approval activities on 21 April 2020 for the amount of **\$172,476.72** as below, which causes the difference between the hard copy and the KK'd budget in ATLAS.

Unit	Project	Activity	GL Unit	Last Updated By	Last Upd Dt	Created By	Created on	Accou	Dept	Func	Impl Age	Don	Ledg
BGD10	00112437	ACTIVITY 4	UNDP1	thi-ngoc-van.nguyen	4/28/2020 8:34	habiquil.islam	4/21/2020 8:24	72100	B0392	30000	002001	00117	CHD

We are curious to know the reason of this budget activity without any paper (as long I can't recall any) and also would like to get some background information behind the exercise (e.g. email communications, senior management instructions etc.). Kindly be note here that without this information we are unable to proceed for hard copy signature for any of the Cox's project including DRRF, cause this will create mismatch between hard copy and ATLAS amount.

Final Submission Amount:

Total C2RP Project (ID-00112437) Budget-2020	Total C2RP Budget
Total approved in the system	478,279.72
Discrepancy between ATLAS and hard copy	172,476.72

Look forward to your prompt response.

Thank you,
Pervez

From: Md Masud Karim <masud.karim@undp.org>
Sent: Monday, May 18, 2020 4:43 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Habiquil Islam

<habiqul.islam@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>

Subject: RE: Signed copy of the C2RP AWP 2020

Dear Pervez Vhai,

I understood everything and always appreciate your support and cooperation.

Best regards,



Empowered lives.
Resilient nations.

Md. Masud Karim

Project Manager

Community Recovery and Resilience Project (C2RP)

UNDP, Dhaka, Bangladesh

Tel: 55667788

Cell: 01730321164

masud.karim@undp.org

<http://www.bd.undp.org>

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Sent: Monday, May 18, 2020 4:20 PM

To: Md Masud Karim <masud.karim@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>

Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Habiqul Islam <habiqul.islam@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>

Subject: RE: Signed copy of the C2RP AWP 2020

Dear Masud Bhai,

Reiterating again as done in my below email, the delay was with Cox's Bazar project submission. Also please note that, there were several emails and telephonic conversations, we have initiated for timely submission, please check one attached emails as an example. We had to wait for other AWP's from Cox's (SWM,C2RP,DRM,CCP) and add them with DRRF as a single submission and forward to SM altogether. By the time we receive AWP from the Cox's project, we started doing WFH modality.

We will try to consolidate all now and proceed to SM for approval. On the way forward we would encourage the projects to submit their AWP within the timeline.

Thanks for your understanding, for more clarification we can talk over.

Kind regards,

Pervez

From: Md Masud Karim <masud.karim@undp.org>

Sent: Monday, May 18, 2020 4:07 PM

To: Md Golam Mostafa <golam.mostafa@undp.org>; Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Habiqul Islam <habiqul.islam@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>

Subject: RE: Signed copy of the C2RP AWP 2020

Dear Pervez Vhai,

Can you please update me on where are we standing in case of having the approved AWP 2020 of our project?

Best regards,



Empowered lives.
Resilient nations.

Md. Masud Karim
Project Manager
Community Recovery and Resilience Project (C2RP)
UNDP, Dhaka, Bangladesh
Tel: 55667788
Cell: 01730321164
masud.karim@undp.org
<http://www.bd.undp.org>

From: Md Golam Mostafa <golam.mostafa@undp.org>
Sent: Monday, May 18, 2020 3:04 PM
To: Md Masud Karim <masud.karim@undp.org>; Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Habiqlul Islam <habiqlul.islam@undp.org>; Mohammad Rezaul Haque <rezaul.haque@undp.org>
Subject: RE: Signed copy of the C2RP AWP 2020

Dear Pervez Bhai and Masud Bhai,

I kept the attached scanned copy of AWP2020 of DRRF Project (ID-00112092) only. I don't have scanned copy of AWP of C2RP project.

Kind regards,
Mostafa

From: Md Masud Karim <masud.karim@undp.org>
Sent: Monday, May 18, 2020 2:46 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>
Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>; Habiqlul Islam <habiqlul.islam@undp.org>
Subject: RE: Signed copy of the C2RP AWP 2020

Dear Pervez Vhai,
Thanks for update on the approval of AWP 2020 of our C2RP project but surely appreciate your kind discussion with Mostafa Vhai and get approval of the same. I always grateful for your prompt support and cooperation.
Kind regards,



Empowered lives.
Resilient nations.

Md. Masud Karim
Project Manager
Community Recovery and Resilience Project (C2RP)
UNDP, Dhaka, Bangladesh
Tel: 55667788
Cell: 01730321164
masud.karim@undp.org
<http://www.bd.undp.org>

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Sent: Monday, May 18, 2020 2:41 PM
To: Habiqlul Islam <habiqlul.islam@undp.org>; Md Masud Karim <masud.karim@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>

Cc: Fatematul Jannat <fatematul.jannat@undp.org>; Le Le Lan <le.le.lan@undp.org>

Subject: RE: Signed copy of the C2RP AWP 2020

Dear Habiquil Bhai and Masud Bhai,

Kindly be informed that, we are unable to take the signature for the delay submission of AWP from Cox's projects (Mid of March). Because the Cox's projects are under the same project/award of DRRF and the DRRF was awaiting for AWP from Cox's projects, should be sent together for SM approval.

We are trying to sort this out now, how to resolve this issue as a post facto case. But the problem is the DRRF hard copy is at office, may I check with Mostafa Bhai, by any chance if he have the scanned copy of DRRF with him. If we get the copy we can consolidate all together and proceed with the SMs signature.

Kind regards,
Pervez

From: Habiquil Islam <habiquil.islam@undp.org>
Sent: Monday, May 18, 2020 2:21 PM
To: Md Masud Karim <masud.karim@undp.org>
Cc: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Subject: FW: Signed copy of the C2RP AWP 2020

Dear Masud Bhai,

No. It is under Pervez Bhai. Hope he obtain signature SM and will share.

Thank you

Habiquil

From: Md Masud Karim <masud.karim@undp.org>
Sent: Monday, May 18, 2020 2:02 PM
To: Habiquil Islam <habiquil.islam@undp.org>
Subject: RE: Signed copy of the C2RP AWP 2020

Thanks but I need the signed with the RR but it is not here, hope Mostofa vhai would be able to share us.....Regards.



Empowered lives.
Resilient nations.

Md. Masud Karim
Project Manager
Community Recovery and Resilience Project (C2RP)
UNDP, Dhaka, Bangladesh
Tel: 55667788
Cell: 01730321164
masud.karim@undp.org
<http://www.bd.undp.org>

From: Habiquil Islam <habiquil.islam@undp.org>
Sent: Monday, May 18, 2020 1:06 PM
To: Md Masud Karim <masud.karim@undp.org>
Subject: RE: Signed copy of the C2RP AWP 2020

Dear Masud Bhai,

Please find the partially signed BR document. We are yet to receive the approved copy from Partnership Cluster.

Thank you

Habiqul

From: Md Masud Karim <masud.karim@undp.org>

Sent: Monday, May 18, 2020 12:53 PM

To: Habiqul Islam <habiqul.islam@undp.org>

Subject: Signed copy of the C2RP AWP 2020

Dear Habiqul Vhai,

Can you please urgently share me the final signed copy of the AWP 2020 for C2RP project? As I need to share this for uploading into the UN system.

Best regards,



*Empowered lives.
Resilient nations.*

Md. Masud Karim

Project Manager

Community Recovery and Resilience Project (C2RP)

UNDP, Dhaka, Bangladesh

Tel: 55667788

Cell: 01730321164

masud.karim@undp.org

<http://www.bd.undp.org>

Khondker Pervez Ahmed

From: Khondker Pervez Ahmed
Sent: Tuesday, March 17, 2020 5:03 PM
To: Habiquil Islam; Sha Alam
Cc: Md Nurul Alam
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Thank you Bhai for update.

Take care and have a good evening.
Pervez

From: Habiquil Islam <habiquil.islam@undp.org>
Sent: Tuesday, March 17, 2020 4:57 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>; Sha Alam <sha.alam@undp.org>
Cc: Md Nurul Alam <md.nurul.alam@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez Bhai,

We already released wrongs PROMPTS for correction and hope you'll get updated prompts on today.

Thank you

Habiquil

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Sent: Tuesday, March 17, 2020 3:11 PM
To: Md Nurul Alam <md.nurul.alam@undp.org>
Cc: Habiquil Islam <habiquil.islam@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Thank you Nurul Bhai, still waiting for other projects (DRM, SWM, CCC & C2RP) corrected PROMPT.

From: Md Nurul Alam <md.nurul.alam@undp.org>
Sent: Tuesday, March 17, 2020 12:40 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Cc: Habiquil Islam <habiquil.islam@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez Bhai
PROMPT ID for DDP project has been updated.
Attached file for your kind information.

Regards

Nurul

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Sent: Sunday, March 15, 2020 6:40 PM
To: Md Nurul Alam <md.nurul.alam@undp.org>
Cc: Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Habiquil Islam <habiquil.islam@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Thanks Nurul Bhai.

Will review and reply soon.

Kind regards,
 Pervez

From: Md Nurul Alam <md.nurul.alam@undp.org>
Sent: Sunday, March 15, 2020 5:59 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Cc: Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Habiquil Islam <habiquil.islam@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez Bhai
 I have attached signed AWP of DDP for your kind information.
 Regards
 Nurul

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Sent: Sunday, March 15, 2020 9:20 AM
To: Habiquil Islam <habiquil.islam@undp.org>; Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Md Masud Karim <masud.karim@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Marta Kucharski Duran <marta.kucharski@undp.org>
Cc: Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Habiquil Bhai,

In response to your request and on mentioning of some urgent transactions, we have kk'd the 4 AWP of Cox's Bazar. You still need to submit us corrected prompt.

We will process the DDP project as well when it will be created in ATLAS.

Project	Project Short Name	Documentations/ Attachments											Remarks
		AWP	MYB	Proc. Plan	Prompt	HR Plan	M&E Plan	Comm. Plan	Gen. Action Plan	RM Plan	ATLAS entries	KK'd in ATLAS	
112436	SWM	√	√	√	√	√	√	√	√	√	√	√	Corrected Prompt
112437	C2RP	√	√	√	√	√	√	√	√	√	√	√	Corrected Prompt

112438	DRM	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Corrected Prompt
113358	CCP	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	Corrected Prompt
	DDP	✓		✓	✓	✓	✓	✓	✓	✓			Project yet to create

Kind regards,

Pervez

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Sent: Tuesday, March 10, 2020 7:06 PM

To: Md Nurul Alam <md.nurul.alam@undp.org>; Habiquil Islam <habiquil.islam@undp.org>

Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Md Masud Karim <masud.karim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Thanks Nurul Bhai for your necessary action, now seems alright.

We will send to kk'd upon receipt of corrected PROMPT.

Have a nice evening.

Pervez

From: Md Nurul Alam <md.nurul.alam@undp.org>

Sent: Tuesday, March 10, 2020 6:02 PM

To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>; Habiquil Islam <habiquil.islam@undp.org>

Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Md Masud Karim <masud.karim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez Bhai

I have attached updated AWP for DRM project and MYB header for SWM. Atlas entry is correct.
For PROMPT Entry and Procurement plan we will come soon after review in details.

Kind regards

Nurul

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Sent: Tuesday, March 10, 2020 5:53 PM

To: Md Nurul Alam <md.nurul.alam@undp.org>; Habiquil Islam <habiquil.islam@undp.org>

Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Md Masud Karim

<masud.karim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

The below ATLAS entry discrepancy relevant to DRM project (Project ID # 00112438), rectify and kindly update.

Thanks/ Pervez

From: Khondker Pervez Ahmed

Sent: Tuesday, March 10, 2020 4:46 PM

To: Md Nurul Alam <md.nurul.alam@undp.org>; Habiquil Islam <habiquil.islam@undp.org>

Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Rezwana Hoque Chaity

<rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa

<golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque

<sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Md Masud Karim

<masud.karim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Nurul Bhai, Habiquil Bhai,

Thanks for sharing the PROMPT, but unfortunately none of the PROMPT is matching with Procurement plan. Please check and rectify again.

For SWM project please take action on the title of MYB, which is still showing as AWP, please change it and resubmit. There is still discrepancy between hard copy and ATLAS for SWM as highlighted below, kindly do correction.

Hard Copy Submission:

Total Budget by Fund & Donors:	DONORS:	
	CORE/TRAC FUND	
	IOM (00043)	-
	UNHCR (00040)	-
	SDC (10282)	735,813.22
	ECHO (11724)	413,462.07
	Total Programme Budget	1,149,275
Total by Implementing Agency"	Implementing Agency	
	UNDP:	520,902
	Action Aid Bangladesh (009922)	90,000
	RIMES	54,743
	Danish Refugee Council	198,366
	ESDO	265,000
	FSCD	20,264

ATLAS Entry:

Sum of Amount		
Fund Code	Donor	Total
30000	10282	754,962.00
30079	11724	394,313.00
Grand Total		1,149,275.00
Sum of Amount		
Implementing Agent	Total	
1981	541,165.80	
9368	265,000.00	
9922	90,000.00	
12349	54,743.20	
12400	198,366.00	
Grand Total	1,149,275.00	

Kind regards,
Pervez

From: Md Nurul Alam <md.nurul.alam@undp.org>
Sent: Tuesday, March 10, 2020 3:30 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Cc: Habiquil Islam <habiquil.islam@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

As discussed.

From: Md Nurul Alam
Sent: Tuesday, March 10, 2020 12:57 PM
To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>; Habiquil Islam <habiquil.islam@undp.org>
Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Md Masud Karim <masud.karim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez Bhai

I have attached updated signed scan copy AWP set documents for SWM, C2RP, DRM, CCP for your kind information. We have uploaded AWP in system.

DDP is still waiting for approved of project Atlas ID. We will send soon upon receive project ID.

Kind regards
Nurul

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Sent: Sunday, March 8, 2020 1:51 PM

To: Habiquil Islam <habiquil.islam@undp.org>

Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Md Masud Karim <masud.karim@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Thank you Habiquil Bhai, we will wait keenly for your final update.

Kind regards,
Pervez

From: Habiquil Islam <habiquil.islam@undp.org>

Sent: Sunday, March 8, 2020 12:19 PM

To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>; Md Masud Karim <masud.karim@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez Bhai,

Please find the response in yellow colour below to your comments:

For DDP:

1. No project/outcome ID created in ATLAS: We are waiting for Project Atlas ID, Fatema Apa will share PN soon.
2. Missing budget entry in ATLAS: will update it upon received the PN
3. MYB missing: This is project for 2020 (will update if any changed)
4. PROMPT missing: will update soon
5. Please share the ProDoc to review the consistency between CPD/UNDAF/SP outcomes. will share soon

For C2RP:

1. CPD/UNDAF/SP outcomes are not matching with DRRF project ProDoc, where this project supposed to be embedded. Please explain/clarify. Product will share soon
2. Title need to change for Multi-year Budget and resubmit: will update
3. No title in Proc. Plan template, please revise: will update soon
4. No PROMPT : will update soon

We are working on these issues and will share the all together by tomorrow.

Thank you for your support

Habiquil

Habiquil

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>
Sent: Sunday, March 8, 2020 9:57 AM
To: Md Masud Karim <masud.karim@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>; Habiquil Islam <habiquil.islam@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>
Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>
Subject: RE: Signed AWP Package for CCP, DRR and SWM project
Importance: High

Dear Masud Bhai, Asgar Bhai, Habiquil Bhai & Concern colleagues,

Yet to receive the updates on below issues. If we didn't correct in ATLAS & documentations, also not providing the missing's, it's not possible to approve them in the system. Kindly take your urgent action and for any assistance, partnerships cluster is ready to help.

For DDP:

1. No project/outcome ID created in ATLAS
2. Missing budget entry in ATLAS
3. MYB missing
4. PROMPT missing
5. Please share the ProDoc to review the consistency between CPD/UNDAF/SP outcomes.

For C2RP:

1. CPD/UNDAF/SP outcomes are not matching with DRRF project ProDoc, where this project supposed to be embedded. Please explain/clarify.
2. Title need to change for Multi-year Budget and resubmit
3. No title in Proc. Plan template, please revise
4. No PROMPT

Listings of missing decrements (highlighted in RED):

Project	Project Short Name	Documentations/ Attachments										
		AWP	MYB	Proc. Plan	Prompt	HR Plan	M&E Plan	Comm. Plan	Gender Action Plan	RM Plan	ATLAS entries	KK'd in the system
112436	SWM	√	√	√		√	√	√	√	√		
112437	C2RP	√	√	√		√	√	√	√	√		
112438	DRM	√	√	√		√	√	√	√	√		
113358	CCP	√	√	√		√	√	√	√	√		
	DDP	√		√		√	√	√	√	√		

Discrepancies between ATLAS and submission:

Project	ATLAS	Hard Copy AWP
SWM	\$2,584,392.00	\$1,812,625.00
DRM	\$975,526.00	\$1,166,741.00
CCP	\$2,140,147.00	\$1,928,147.00
C2RP	\$178,086.00	\$305,803.00
DDM	\$0.00	\$553,706.00

Kind regards,

Pervez

From: Md Masud Karim <masud.karim@undp.org>

Sent: Tuesday, March 3, 2020 3:31 PM

To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>; Habiquil Islam <habiquil.islam@undp.org>

Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Parvez Vhai,

It was nice to talk to you and thank you for your kind advice. We are correcting the indicators and title of the AWP and will share it soon.

Best regards,



Md. Masud Karim

Project Manager

Community Recovery and Resilience Project (C2RP)

UNDP, Dhaka, Bangladesh

Tel: 55667788

Cell: 01730321164

masud.karim@undp.org

<http://www.bd.undp.org>

Empowered lives.
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From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Sent: Tuesday, March 3, 2020 10:19 AM

To: Md Nurul Alam <md.nurul.alam@undp.org>; Habiquil Islam <habiquil.islam@undp.org>

Cc: Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Masud Karim <masud.karim@undp.org>; Md Safiur Rahman <safiur.rahman@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Colleagues,

After a quick review for both the project, we came up with the below issues to be resolved before submission for KK'd and approval. We would appreciate your urgent action on these.

For DDP:

1. No project/outcome ID created in ATLAS
2. Missing budget entry in ATLAS
3. MYB missing
4. PROMPT missing
5. Please share the ProDoc to review the consistency between CPD/UNDAF/SP outcomes.

For C2RP:

1. CPD/UNDAF/SP outcomes are not matching with DRRF project ProDoc, where this project supposed to be embedded. Please explain/clarify.
2. Title need to change for Multi-year Budget and resubmit
3. No title in Proc. Plan template, please revise
4. No PROMPT

We are still waiting for the updates on CCP, SWM, DRM as requested in below:

Project	Project Short Name	Documentations/ Attachments										Remarks
		AWP	MYB	Proc. Plan	Prompt	HR Plan	M&E Plan	Comm. Plan	Gender Action Plan	RM Plan	KK'd in the system	
112436	SWM	√	√	√		√	√	√	√	√		ATLAS entry not updated, Missing Prompt
112437	C2RP											
112438	DRM	√	√	√		√	√	√	√	√		ATLAS entry not updated, Missing Prompt
113358	CCP	√	√	√		√	√	√	√	√		ATLAS entry not updated, Missing Prompt

Thank you and look forward to your prompt response.

Kind regards,

Pervez

From: Md Nurul Alam <md.nurul.alam@undp.org>

Sent: Monday, March 2, 2020 10:34 AM

To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Cc: Habiquil Islam <habiquil.islam@undp.org>; Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Masud Karim <masud.karim@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez bhai

I have attached signed copy of AWP Package for the C2RP and DDP Project for you kind information.

Regards

Nurul

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Sent: Monday, March 2, 2020 9:48 AM

To: Sayed Monjurul Hoque <sayed.hoque@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>

Cc: Habiquil Islam <habiquil.islam@undp.org>; Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Monjur Bhai,

Sorry for missing out the gender plan and find the updated table in below.

None of the ATLAS entries are updated, please update in ATLAS and PROMPT, preferably CoB today. Share us the copy of updated PROMPT.

Project	Project Short Name	Documentations/ Attachments										Remarks
		AWP	MYB	Proc. Plan	Prompt	HR Plan	M&E Plan	Comm. Plan	Gender Action Plan	RM Plan	KK'd in the system	
112436	SWM	√	√	√		√	√	√	√	√		ATLAS entry not updated, Missing Prompt
112437	C2RP											
112438	DRM	√	√	√		√	√	√	√	√		ATLAS entry not updated, Missing Prompt
113358	CCP	√	√	√		√	√	√	√	√		ATLAS entry not updated, Missing Prompt

Project	ATLAS	Hard Copy AWP
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SWM	\$2,584,392.00	\$1,812,625.00
DRM	\$975,526.00	\$1,166,741.00
CCP	\$2,140,147.00	\$1,928,147.00

Kind regards,
Pervez

From: Sayed Monjurul Hoque <sayed.hoque@undp.org>

Sent: Sunday, March 1, 2020 6:46 PM

To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>; Md Nurul Alam <md.nurul.alam@undp.org>

Cc: Habiquil Islam <habiquil.islam@undp.org>; Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez Bhai;

Please follow the page no 18 for our SWM gender action plan. Its already attached in the submitted file. Our all the new project activity based on AWP also uploaded in ATLAS. So please go through again and let me know if you have any queries.

Best Wishes
Monjur

From: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Sent: Sunday, March 1, 2020 5:11 PM

To: Md Nurul Alam <md.nurul.alam@undp.org>

Cc: Habiquil Islam <habiquil.islam@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>; Md Golam Mostafa <golam.mostafa@undp.org>; Sonia Mehzabeen <sonia.mehzabeen@undp.org>

Subject: RE: Signed AWP Package for CCP, DRR and SWM project

Dear Nurul Bhai

Here you find the missing docs for the projects in Cox's, most importantly the ATLAS entries are not updated accordingly to hard copy submission. Please complete this by tomorrow and update us. Yet to receive any for C2RP project.

Project	Project Short Name	Documentations/ Attachments										Remarks
R&IG Cluster		AWP	MYB	Proc. Plan	Prompt	HR Plan	M&E Plan	Comm. Plan	Gender Action Plan	RM Plan	KK'd in the system	
112436	SWM	√	√	√		√	√	√		√		ATLAS entry not updated, Missing Prompt, Gender action plan
112437	C2RP											
112438	DRM	√	√	√		√	√	√		√		ATLAS entry not updated, Missing Prompt, Gender action plan

113358	CCP	✓	✓	✓		✓	✓	✓	✓	✓		ATLAS entry not updated & Missing Prompt
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Kind regards,
Pervez

From: Md Nurul Alam <md.nurul.alam@undp.org>

Sent: Thursday, February 27, 2020 11:16 AM

To: Khondker Pervez Ahmed <khondker.ahmed@undp.org>

Cc: Habiquil Islam <habiquil.islam@undp.org>; Sayed Monjurul Hoque <sayed.hoque@undp.org>; Pankaj Paul <pankaj.paul@undp.org>; Mahtabul Hakim <mahtabul.hakim@undp.org>; Mir Ali Asgar <mir.asgar@undp.org>; Rezwana Hoque Chaity <rezwana.chaity@undp.org>; Fatematul Jannat <fatematul.jannat@undp.org>

Subject: Signed AWP Package for CCP, DRR and SWM project

Dear Pervez bhai

I have attached signed copy of AWP Package for the CCP, DRR and SWM Project for you kind information.

Thanks and Regards



Md. Nurul Alam

Operations Unit

Cox's Bazar Crisis Response Office

UNDP Bangladesh

2nd Floor, Hotel Shaibal, Motel Road, Cox's Bazar

Cell: +88 01717-445525

E-mail: md.nurul.alam@undp.org

Web: www.bd.undp.org

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