



USAID
FROM THE AMERICAN PEOPLE

EASTERN AND SOUTHERN CARIBBEAN

CariSECURE - STRENGTHENING EVIDENCE BASED DECISION MAKING
FOR CITIZEN SECURITY IN THE CARIBBEAN

Quarterly Report

Second Quarter Year 4 – 1 January – 31 March 2020

Table of Contents

1.0 PROJECT OVERVIEW/SUMMARY.....	3
1.1.1 Key Project Information	4
1.1. 2 Key Highlights.....	5
1.1.3 Summary Achievements	6
1.1.4 Summary of Key Challenges.....	7
1.1.5 Strategic Direction for the Next Quarter (Y4 Q3).....	10
1.1.6 Summary of Indicator Results – Y4 Q2.....	11
2.0 ACTIVITY IMPLEMENTATION PROGRESS.....	15
2.1 Progress Narrative	15
2.2 Implementation Status	17
2.3 Stakeholder Participation and Involvement	21
2.4 Sustainability Mechanisms.....	22
2.5 Implementation Challenges and Actions being taken to address Challenges	22
3.0 Human Resources, Administration and Other Operational Issues	24
4.0 Status of Key Procurement Activities Y4-Q2	25
5.0 Lessons Learned	26
6.0 Missions and Meetings	26
7.0 Planned Activities for Next Quarter	28
8.0 Financial Management.....	30
9.0 Annex B: CariSECURE RISK MANAGEMENT LOG.....	31
10.0 Annex C: CariSECURE Endorsement Log	34

Acronyms and Abbreviations

ACRO	Agency of Criminal Records
AOR	Agreement Officer's Representative
ATLAS	Enterprise Resource Planning (ERP) system used by UNDP and other UN agencies
AWP	Annual Work Plan
CARICOM	Caribbean Community
CARCIP	Caribbean Regional Communications Infrastructure Program
CDC	Centers for Disease Control and Prevention
CIMS	Crime Information Management Systems
CSI	Citizen Security Indicator
CSO	Civil Society Organisation
CSP	IADB Citizen Security Program
GBV	Gender Based Violence
GIS	Geographic Information System
GPF	Guyana Police Force
GPS	Global Positioning System
GWHLES	Guyana Women's Health and Life Experience Survey
ICCS	International Classification of Crime for Statistical Purposes
ICVS	International Crime and Victimization Survey
IADB	Inter-American Development Bank
IMPACS	Implementation Agency for Crime and Security
IMS	Information Management System
IT	Information Technology
M&E	Monitoring and Evaluation
OECS	Organisation of Eastern Caribbean States
PIF	Police Incident Form
POPP	Program and Operation Policies and Procedures
SRCO	Sub-Regional Crime Observatory
PRMIS	Police Reporting Information Management System
RFP	Request for Proposals
RH LAC	Regional Hub for Latin America and the Caribbean
RBPF	Royal Barbados Police Force
RSLPF	Royal St. Lucia Police Force
RSCNPF	Royal St. Christopher and Nevis Police Force
RSVGPF	Royal St. Vincent and the Grenadines Police Force
RSS	Regional Security System
SCASPA	St. Christopher Air and Sea Ports Authority
SKNSPS	St. Kitts and Nevis Safety Perception Survey
SKNDF	St. Kitts and Nevis Defence Force
SDG	Sustainable Development Goals

SOP	Standard Operating Procedures
TOR	Terms of Reference
UNDP	United Nations Development Program
UNODC	United Nations Office on Drugs and Crime
USAID	United States Agency for International Development
WHO	World Health Organisation
YAC	Yes Advisory Committee
YES	Youth Empowerment Services

1.0 PROJECT OVERVIEW/SUMMARY

Program Name:	CariSECURE – Strengthening Evidence Based Decision Making for Citizen Security in the Caribbean
Activity Start Date and End Date:	14 July 2016 to 13 October 2020
Name of Implementing Partner:	United Nations Development Programme (UNDP) for Barbados and the Eastern Caribbean
[Contract/Agreement] Number:	AID-538-IO-16-00001
Name of Subcontractors/Sub awardees:	Governments of ten* eastern and southern Caribbean countries (Antigua and Barbuda, Barbados, Dominica, Grenada, Guyana, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname and Trinidad and Tobago)
Geographic Coverage (cities and or countries)	Ten* eastern and southern Caribbean countries (Antigua and Barbuda, Barbados, Dominica, Grenada, Guyana, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines, Suriname, and Trinidad and Tobago)
Reporting Period:	1 January – 31 March 2020
	*Following 2018 and 2019 Project Board Meetings, CariSECURE now covers eight (8) countries as Dominica and Trinidad and Tobago are no longer a part of the project

I.I Executive Summary

I.I.I Key Project Information

PROJECT TITLE: CariSECURE - Strengthening Evidence Based Decision Making for Citizen Security Within the Caribbean

GOAL: To improve youth crime and violence policymaking and programming in ten southern and eastern Caribbean countries using quality, comparable and reliable national citizen security information.

PROJECT OUTPUTS:

Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable and comparable data on citizen security.

Output 2: Utilization of evidence-based analysis of crime data to inform citizen security strategies, programs and policies.

Output 3: Improved decision-making on youth crime and violence based on available evidence at national levels.

PROJECT APPROACH

The Project relies on the Centers for Disease Control (CDC) Public Health Approach to Violence Prevention. This model is comprised of four essential steps – (1) identifying the problem; (2) identifying risk and protective factors; (3) developing and testing prevention strategies; and, (4) ensuring widespread adoption of these strategies.

PROJECT STRATEGY

The Project is one of three components under the broader USAID Youth Empowerment Services (YES) Project which aims to increase the institutional and technical capacity of regional bodies, selected national government systems and community stakeholders to reduce risk factors that drive youth crime, violence and victimization.

CariSECURE contributes to the achievement of this goal by strengthening the capacity of national and regional institutions in eight eastern and southern Caribbean states, to collect, analyse and rely on standardized and disaggregated citizen security data to develop targeted, evidence-based policies and programs.

I.I. 2 Key Highlights

This report captures activities undertaken during Q2 of Year IV of Implementation (1 January – 31 March 2020) of the CariSECURE - Strengthening Evidence Based Decision Making for Citizen Security in the Caribbean Project. The following are the key highlights of the January - March 2020 quarter. The Project:

- Addressed the COVID-19 pandemic impacting the implementation of project initiatives and adjusted specific work to virtual where possible to mitigate impacts on project implementation
- Significantly advanced dialogue with CARICOM IMPACS for the provision of technical support and data storage in relation to the PRMIS Platform; and RSS for the establishment of a sub-regional crime observatory (SRCO)
- Continued crime analysis training for representatives of CariSECURE beneficiary countries, RSS and CARICOM IMPACS. In February 2020, 25 participants were trained in Module # 2 Crime Analysis: Process, Data and Purpose
- Progressed as planned with the Crime Victimization Survey in St. Lucia and submitted a clean dataset of 1,730 persons to UNODC in January 2020
- Completed mapping of police crime indicators in St. Lucia, and the country became the first CariSECURE country to map a 10-year time series of police crime indicators
- Drafted Standard Operating Procedures (SOP) for the Police Incident Form (PIF) application which were (a) approved by the RSCNPF; and, (b) subsequently reviewed by RSLPF and submitted to the Police Executive for approval
- Formed a Steering Committee to review the conceptual and methodological architecture of the St. Kitts and Nevis Safety Perception Survey (SKNSPS) 2020. In collaboration with UNODC, the LACSI questionnaire was contextualized by the Steering Committee to form the SKNSPS and will include a gender perspective
- Completed Crime Victimization Survey Training in St. Kitts and Nevis
- Continued to work on the ICCS coding of offences in all CariSECURE countries. Guyana mapped 1,502 offences during this period
- Finalized the installation and configuration of the network system for the PIF in St. Kitts and Nevis and conducted training for administrators and users

- Finalized the functionality of the Police Incident Form at two (2) pilot stations in Guyana - Fort Wellington and Albertain Police Stations and the Guyana Police Force has committed to roll-out the Police Incident Form (PIF) to other policing divisions in Guyana

I.1.3 Summary Achievements

The Project has recorded the following key areas of achievement as per the strategic outputs within the reporting quarter:

Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable and comparable data on citizen security

- Grenada submitted their completed ICCS Correspondence Table for vetting by UNODC
- Barbados, Guyana, St. Lucia, and St. Kitts and Nevis produced crime indicators (2010 – 2019) per 10,000 and 100,000 of population using local crime categories
- The application server was installed at the Royal Barbados Police Force Headquarters and the two pilot stations Hastings/Worthing and District E Police Stations and a refresher training session completed; assistance provided also in populating RBPF database
- At the request of the Commissioner of Police in Guyana, a presentation on crime analysis was given to the GPF's Performance Management Group, which enabled officers in the senior ranks to better understand the outputs and capabilities of the Police Incident Form (PIF)
- Regarding the PIF, during Q2, substantial effort was placed in to assisting countries with populating their database and in addressing teething issues encountered during Q1. As a result, the following countries were able to commit to going live in Q3 (St. Vincent and the Grenadines, Barbados, Antigua and Barbuda and St. Kitts and Nevis)

Output 2: Utilization of evidence-based analysis of crime data to inform citizen security strategies, programs and policies

- Face to face training in Barbados of Module # Two of the Crime Analysis: Process, Data and Purpose to 25 CariSECURE country representatives as well as staff from RSS and CARICOM IMPACS

Output 3: Improved decision-making on youth crime and violence based on available evidence at national levels

- The Crime Victimization Survey in St. Lucia submitted a clean dataset of 1,730 persons selected at random from 1,740 households. A list of indicators was

agreed and finalized with UNODC and a draft set of basic tables submitted covering sexual harassment, possession of firearms and the performance of the authorities in resolving crime related issues. The CVS also worked with the Central Statistics Office in St. Lucia for the inclusion, testing, and customization of two questions on crime in the 2020 Census in line with the International Crime Classification System (ICCS) and the broad categories of crime identified in the CVS

- Crime Victimization Survey Training in St. Kitts and Nevis was delivered to a total of 23 persons from 13 institutions and organizations: Customs & Excise, Youth, Prison, DPP, Education, SCASPA, SKNDF, RSCNPF, Foreign Affairs, SKN Statistics, Social Development, Health, National Security. The nine steps of the implementation of a CVS were reviewed based on the UNODC Manual on CVS and 6 activities were carried out. A final test was given to all participants and UNODC provided certificates to persons who attended 75% of the workshop. The UNODC LACSI Initiative was presented to the group. A proposed group of Stakeholders was presented, and the Ministry of National Security will act as lead agency and the Department of Statistics as co-lead agency, USAID/UNDP as donor agencies and UNODC as technical support agency. Each institution must designate: 1 representative with decision-making power and 1 technical representative

I.1.4 Summary of Key Challenges

During the reporting period the Project was constrained by the following:

Impact of the COVID-19 Pandemic on CariSECURE implementation

The COVID-19 pandemic impacted the delivery of some Project activities (trainings and technical support) due to travel restrictions and border closure in beneficiary countries. COVID-19 would also impact the St. Lucia Crime Victimization Survey in that it resulted in a delay in the work of UNODC who were unable to deliver all the tabulations agreed upon by the specified dates. It is however expected that these tabulations will be completed in Q3.

Connectivity of national systems

Q2 saw the resolution of many of the networking issues encountered during the first quarter. These issues nevertheless resulted in delays in beneficiary countries going live with the PIF application and gave rise to the need for officers to be retrained on the use of the platform.

Critical Procurement activities delayed

Although the Project continued to have some procurement delays, this context was greatly improved in Q2 and the Project's largest procurement item was tendered and should have its evaluation processes completed for contract award in Q3.

Limited Human Capital in Beneficiary Countries

St. Kitts and Nevis reported challenges from limited human capital at the RSCNPF which resulted in key project contacts often serving in various capacities which impacted timely and efficient submissions. There was also limited support and co-operation from the legal fraternity, Magistrates Court and DPP's Office, which affected efforts geared at completing the ICCS coding of offences exercise.

Producing CCCSIF Indicators

Producing the CCCSIF indicators using historical crime data remains a challenging process, given that crime data was not routinely digitized. The process of retrieving data from paper-based records to facilitate this activity has therefore proved time consuming.

Funding

During Q2, the Project awaited confirmation of a Donor decision to be taken on the Project's extension, available budget and refocussed activities.

Limited implementation of the complexity of change recommendations

The Project has continued to provide technical assistance to strengthen the national capacities and systems of the various Police agencies, to ensure that they are able to manage the change in use of data that this Project will facilitate.

Memorandums of Understandings (MoU)

CARICOM Impacs

The project has scaled up its discussions with CARICOM IMPACS on providing technical support and sheltering data and application to all CariSECURE countries (for the Police Reporting Information Management System – PRMIS). Discussions have been positive and productive, highlighting the benefits of partnering with a strong regional organization as the implementation arm of a regional architecture to manage CARICOM's action agenda on crime and security. With 15 CARICOM member states and 5 Associate States in the region, CARICOM IMPACS will act as CariSECURE's application and data hosting agency, which presents a great opportunity and advantage to leverage the sustainability of the service noting the Inter-governmental Agreements establishing the Agency as a legal entity, with direct responsibility for research, monitoring and evaluation, analysis and preparation of background documents and reports, as well as project development and implementation of the regional Crime and Security agenda. Further, this partnership will solidify CariSECURE's regional impact and outputs to benefit rule of law, as CARICOM IMPACS already has a complementary agency engagement and working relationship with the Regional Security Systems (RSS) who will benefit from CariSECURE in its mobilization and

establishment as a Sub-Regional Crime Observatory (SRCO). Following the expression of interest proposal sent to CARICOM IMPACS, they have responded with an Application and Data Hosting Proposal which was shared with USAID for review and feedback. CariSECURE has received the feedback from USAID and will in Q3 be seeking to finalize the proposal and a subsequent MOU approval between CARICOM IMPACS and USAID as formal approval of their Application and Data Hosting Proposal.

Regional Security System (RSS)

The Project has also been in discussion with RSS on the Sub-Regional Crime Observatory (SRCO). A Memorandum of Understanding for the Establishment of a Sub-Regional Crime Observatory between USAID and RSS was drafted and shared with USAID for legal review. USAID responded and advised the document had been cleared by their legal department and is awaiting RSS to provide further feedback. The objectives of this MOU are to establish (1) a collaborative relationship between the Participants to jointly meet common objectives regarding the design, creation and implementation of the SRCO to support their 7 member states (Antigua and Barbuda, Barbados, Dominica, Grenada, St Lucia, St Kitts and Nevis, and St Vincent and the Grenadines); (2) the mechanisms and manner by which the Participants may base their financial and technical collaboration; and (3) the role and function of the sub-regional crime observatory and its sustainability. The MoU is to be signed in Q3 between RSS and USAID along the creation and launch of the SRCO.

Further, 6 member states (Antigua and Barbuda, Barbados, Dominica, St Lucia, St Kitts and Nevis, and St Vincent and the Grenadines) of RSS have signed an MoU with RSS. A signed MOU from Grenada is pending (expected in Q3) for the sharing of crime data and information amongst RSS and its member state police forces for the operations of the SRCO. The MoU serves to establish a framework whereby the Parties, to the fullest extent allowed by the general principles of international law, their mandate and functions, will assist each other by offering mutual support in the collection, provision and sharing of information - specifically standardized and disaggregated crime data - efficiently and in a timely manner and relevant to the prevention, investigation or prosecution of any person, groups or organizations engaged in crime to foster reliance on valid, reliable and comparable data and allow for regional threat assessment, analysis of crime data and targeted policy making.

Inter-American Development Bank (IADB)

The Project and USAID have commenced discussions with IADB to fund and develop the Prison Platform. Following these discussions, it was agreed that an MoU would be prepared and signed by the Government of Guyana and USAID. It should be noted that the IADB and the Government of Guyana have a signed agreement for the provision of a digital Prison Platform. Further, IADB has confirmed their technical evaluation of two bids received via Expression of Interest and has concluded an evaluation report which has been shared with their Board for review. IADB has indicated that their financial evaluation of the technically compliant bids will conclude in Q3 and a contract award completed thereafter. CariSECURE and USAID will continue to work with IADB in an observer and technical support capacity in the software development life cycle for the Prison Platform. The MoU between the Government of Guyana and USAID

is forecast to be signed in Q3 and should occur following conclusion of the political election and formation of the Government of Guyana.

I.1.5 Strategic Direction for the Next Quarter (Y4 Q3)

1. The previous Team Leader departed the project during Q2. An interim Team Lead and Deputy Team Lead were appointed by UNDP. The interim Deputy Team Leader also has responsibility for Monitoring and Evaluation. A Procurement Officer was hired on a temporary basis to assist with pushing through critical procurement activities. A second System Administrator will be hired in Q3 in keeping with the increasing challenges of police administrators in managing technical issues, facilitating system upgrades and generally in helping the Project to help countries to manage the complexity of change requirements
2. During Q2, the project tendered for the development of the PRMIS. This procurement process will be completed in Q3 and a contract awarded. As the Project is awaiting a decision from the Donor regarding its extension, no procurement decisions or actions were taken regarding the DPP and Connectivity platforms. The IADB procurement for the Prison Platform continues and will be concluded in Q3
3. Discussion with RSS and CARICOM IMPACS will continue and MoUs are expected to be signed by Q3
4. The project will prepare specific MoU in consultation with beneficiary countries, on the delivery, use and the maintenance of the Police platform. These MoU will be submitted for signature by Ministers of National Security
5. Standard Operating Procedures (SoP) for the Police Incident Form (PIF) have been drafted and are expected to be concluded in Q3 (St. Kitts and Nevis approved in Q2)
6. The Project has commenced a process of conducting research (hardware, connectivity, number of stations and budget) for the roll out of the PIF from pilot stations to all police stations (approximately 75%) in beneficiary countries

I.1.6 Summary of Indicator Results – Y4 Q2

OUPUT INDICATORS	COUNTRY LEVEL										REGIONAL				COMMENTS/REMARKS
	PRIORITY COUNTRIES			EASTERN CARIBBEAN STATES				SOUTHERN CARIBBEAN			PROJECT TARGETS	RESULTS for Y4 Q2	RESULTS to Date (JULY 2016 - MARCH 2020)	VARIANCE	
	GUY	SLU	SKN	A&B	DOM	GRN	SVG	BAR	SUR	TNT					
Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable and comparable data on citizen security															
1.1 Number of countries with government approved Caribbean Security Toolkit	*	*	*	*		*	*	*	*		8	0	8	0	To date, all project countries have endorsed the Project Tool Kits
1.2 Number of countries with draft Correspondence Tables for International Classification of Crime for Statistical Purposes (ICCS)	*	*	*	*		*	*	*	*		8	1	1	-7	Ongoing technical assistance and follow up support was provided to existing ICCS TWGs in Antigua and Barbuda, Barbados, Grenada, Guyana, St. Kitts and Nevis, St. Lucia, St Vincent and the Grenadines, and Suriname. Grenada completed their ICCS mapping exercise and their CT was submitted to UNODC for review. Draft CTs for Antigua and Barbuda, Barbados, Guyana, St. Kitts and Nevis, St. Lucia, and St. Vincent and the Grenadines will be submitted to UNODC in Q3
1.3 Number of countries with networked Applications as a result of CariSECURE assistance	*	*	*								3	0	0	-3	Procurement for the Connectivity Platform was suspended pending a decision from the donor regarding the

OUPUT INDICATORS	COUNTRY LEVEL										REGIONAL				COMMENTS/REMARKS
	PRIORITY COUNTRIES			EASTERN CARIBBEAN STATES				SOUTHERN CARIBBEAN			PROJECT TARGETS	RESULTS for Y4 Q2	RESULTS to Date (JULY 2016 - MARCH 2020)	VARIANCE	
	GUY	SLU	SKN	A&B	DOM	GRN	SVG	BAR	SUR	TNT					
															changes to be made to the project’s scope, duration and budget
1.4 Number of Countries with Digitized Applications for police and prison services as a result of CariSECURE’s Assistance	*	*	*	*		*	*	*	*		8	0	0	-8	The PIF has been rolled out in all project countries. It is expected that a contract award will be made for the Police Platform (PRMIS) in Q3. Regarding the Prison Platform being procured by IADB, CariSECURE will participate in the technical implementation committee in Q3 and will provide critical IT inputs for sign off on the system
Output 2: Utilization of evidence-based analysis of crime data to inform citizen security strategies, programs and policies															
2.1 A sub-regional crime observatory with the capacity to analyze security data received from countries											1	0	0	-1	The Project supported the development of the Concept Note and ToRs for key staff of the agency. Equipment has been procured and provided to RSS. The draft MoU between USAID and RSS has been prepared and should be signed in Q3. The SRCO should be up and running during Q3. Staffing of 2 (Crime Analyst, Data Management Specialist) of the 3 proposed positions for the SRCO should commence in Q3. The 3rd position of Operations Manager will be re-advertised by RSS after an unsuccessful recruitment and is to be filled in Q4. In the interim, Major Kerry Waterman, Director of Plans, Policing and Risk

OUPUT INDICATORS	COUNTRY LEVEL										REGIONAL				COMMENTS/REMARKS
	PRIORITY COUNTRIES			EASTERN CARIBBEAN STATES				SOUTHERN CARIBBEAN			PROJECT TARGETS	RESULTS for Y4 Q2	RESULTS to Date (JULY 2016 - MARCH 2020)	VARIANCE	
	GUY	SLU	SKN	A&B	DOM	GRN	SVG	BAR	SUR	TNT					
															Management will manage the facility along with the two positions filled and an IT Administrator that will be assigned to the SRCO by RSS
2.2 Number of countries capable of producing analysis using the Citizen Security Indicators	*	*	*	*		*	*	*	*		8	0	0	-8	Training Manuals have been distributed and The Crime Analysis Training delivered its second (of four) training module in February. Training should be completed by Q3. Barbados, Guyana, St. Lucia, and St. Kitts and Nevis produced varying time series of police crime indicators per 10,000 and 100,000 population. St. Lucia produced an indicator table showcasing a 10-year time series of police crime statistics utilizing their Common Occurrence ICCS CT and CCCSIF
Output 3: Improved decision-making on youth crime and violence based on available evidence at national levels															
3.1 Number of countries with model National citizen security policies with youth as a priority population	*	*	*	*		*	*	*	*		8	0	0	-8	This activity has been suspended pending a decision from the Donor regarding the Project’s duration, budget and refocussing

OUPUT INDICATORS	COUNTRY LEVEL										REGIONAL				COMMENTS/REMARKS
	PRIORITY COUNTRIES			EASTERN CARIBBEAN STATES				SOUTHERN CARIBBEAN			PROJECT TARGETS	RESULTS for Y4 Q2	RESULTS to Date (JULY 2016 - MARCH 2020)	VARIANCE	
	GUY	SLU	SKN	A&B	DOM	GRN	SVG	BAR	SUR	TNT					
3.2 Number of countries with white papers on Citizen Security using evidence from surveys supported by CariSECURE	*	*	*								3	0	0	-3	Clean datasets have been submitted for St. Lucia’s CVS and questions have been extracted for inclusion in the country’s 2020 Census. St. Kitts and Nevis has formed and trained its Steering committee and reviewed the conceptual and methodological architecture of the St. Kitts and Nevis Safety Perception Survey (SKNSPS) 2020, which was contextualized by the steering committee and will include a gender perspective
* Denote a country that contributes to the Regional Project Targets															

2.0 ACTIVITY IMPLEMENTATION PROGRESS

2.1 Progress Narrative

The below table captures the progress of activities for YR 4 Q2 (January to March 2020)

ACTIVITIES: JAN-MARCH 2020	OVERALL STATUS OF IMPLEMENTATION: Ongoing/ Completed/Rescheduled/Delayed
Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable and comparable data on citizen security	
1. Technical Missions to Support The development of Draft Correspondence Tables (CT) across ALL eight (8) countries	Ongoing: <i>Technical assistance provided to ICCS TWGs in Antigua and Barbuda, Barbados, Grenada, Guyana, St. Kitts and Nevis, St. Lucia, Saint Vincent and the Grenadines, and Suriname. Grenada completed the ICCS mapping exercise and their CT was submitted to UNODC for review. The other draft CTs for Antigua and Barbuda, Barbados, Guyana, St. Kitts and Nevis, St. Lucia, and St. Vincent and the Grenadines will be submitted to UNODC in Q3</i>
3. Piloting of Police Incident Form extracted from the Citizen Security Data Collection Form and Data Coding Structure through the provision of IT hardware and software	Ongoing: <i>All countries except for Suriname received computerized and networking equipment to support the launch of the Police Incident Form (PIF). In addition, the PIF was also installed and customized on the servers donated by the project</i>
4. Concurrent development, deployment, and ongoing support of a full software application to the Police alongside the Pilot	Ongoing: <i>The software application was re-tendered during Q2 and approximately 12 bids received. An award will be made by Q3</i>
5. Development, deployment, and ongoing support of a software application and provision of hardware to the Prisons to foster reporting of the Caribbean Composite Citizen Security Indicators Framework (CCSIF)	Ongoing: <i>CariSECURE has successfully entered into a technical collaboration with IADB Guyana to support the development of a Prison Information system. IADB has confirmed that a contract will be issued in Q3</i>
6. Development, deployment and ongoing support of an application and provision of hardware to the DPPs and Courts to foster reporting of the Caribbean Composite Citizen Security Indicators	Delayed: <i>This process was suspended pending a decision to be made by the Donor regarding the Project's refocusing and duration</i>
7. Development of connectivity between institution-specific applications in Priority Countries for reporting citizen security indicators	Delayed: <i>This process was suspended pending a decision to be made by the Donor regarding the Project's refocusing and duration</i>
8. Quarterly meetings with Police Commissioners, Prison Superintendents	Ongoing: <i>No Quarterly meetings for Police Commissioners were held in Q2</i>
9. Missions to countries and Training of Citizen Security practitioners (Police, DPP, Courts, Probation, and Prisons) in the Caribbean Citizen Security Toolkit	Ongoing: <i>The Project has continued to provide training to Citizen Security Practitioners. Considering COVID-19, these sessions are now virtual (Q2 -3)</i>
10. Training of National and Regional partners on automated components of the Caribbean Citizen Security Toolkit	Ongoing: <i>Training and retraining sessions have been provided to users, administrators and trainers on the Digitized Police Incident Report as part of PRMIS launch and pilot demonstration</i>

ACTIVITIES: JAN-MARCH 2020		OVERALL STATUS OF IMPLEMENTATION: Ongoing/ Completed/Rescheduled/Delayed
Output 2: Utilization of evidence-based analysis of crime data to inform citizen security strategies, programs and policies		
1. Training Course on Citizen Security Information Management to Caribbean Context	Ongoing: Arizona State University continues to undertake crime analysis training involving CariSECURE countries, RSS and CARICOM Impacts. Module # 2 was delivered during Q2	
2. Development of Crime Indicators utilizing the ICCS and CCCSIF	Ongoing: Technical support provided to beneficiary countries to 1. Produce police crime indicators (per 10,000 and 100,000 population) using historical data and local crime categories 2. Produce crime indicators (per 10,000 and 100,000 population) utilizing the ICCS and CCCSIF. Finalized indicator tables with corresponding infographics scheduled for Q4	
3. Development of Training of Trainers Programme on Crime Analysis	Ongoing: Crime Analysis Training continues with ASU. During Q2, approximately 25 persons were trained on Module # 2. Module # 3 is foreseen for Q3	
Output 3: Improved decision-making on youth crime and violence based on available evidence at national levels		
1. Development of a Model National Citizen Security Policy and ongoing support to countries	Delayed: This process was suspended pending a decision to be made by the Donor regarding the Project’s refocusing and duration	
2. Crime Victimization Survey in St Lucia	Completed: CariSECURE in close collaboration with the Central Statistical Office of St Lucia have provided UNODC with a clean dataset and have agreed on a key set of indicators which are being produced. Some preliminary tabulations are currently in draft form. Some questions from the CVS will be incorporated in St. Lucia’s Census	
2. St. Kitts and Nevis Safety and Perception Survey	Completed: CariSECURE and the United Nations Office on Drugs and Crime (UNODC) completed the conceptual and methodological workshop and the first round of questionnaire adaptation for the St. Kitts and Nevis Safety and Perception Survey	
3. Gender-Based Violence Survey (Guyana)	Completed: A second component of this activity is foreseen for Q4 in partnership with UN Women which will focus on a workshop to address the use of survey data for policy development	

2.2 Implementation Status

OUTCOME 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable, and comparable data on citizen security

1.1 Provide technical assistance to further support institutionalization and operationalization of CariSECURE tools (8 countries)

Beneficiary countries continued to work on their respective ICCS CT throughout Q2 with St. Kitts and Nevis receiving in-country technical support. Updated ICCS completion milestones are shown in Table 1. Guyana made significant progress as it moved from 20 percent completion in Q1 to 65 percent completion in Q2. Grenada, the leader in this activity, submitted their completed ICCS CT after conducting an internal audit of mapped offences by their Department of Public Prosecution. CariSECURE uploaded Grenada's ICCS CT to UNODC for review and approval. In Q3, countries are expected to complete the ICCS exercise, except for Suriname, who will receive their first in-country assistance.

Table 1.0 ICCS Status Update

Countries	Main Crime Occurrences		All Other Crime Occurrences	
	Number of Occurrences	% Coding Completed	Number of Other Occurrences	% Coding Completed
Antigua & Barbuda	227	100	756	38
Barbados	206	100	1,225	35
Grenada	382	100	1,157	100
Guyana	232	100	1,160	65
Saint Kitts and Nevis	85	100	2,847	28
Saint Lucia	492	100	1,138	43
Saint Vincent & The Grenadines	249	100	481	91
Suriname	0	0	0	0

1.2 Conduct technical assistance missions to monitor Digitized Police Incident Form implementation and support data quality assessment at pilot sites. (8 countries, 2 sites per country)

Barbados

The application server was installed at the Royal Barbados Police Force Head Quarters during Q2. Subsequently the two pilot stations - Hastings/Worthing and District E Police Stations' installation was completed during February 2020 and the application administrators conducted a refresher training session during March 2020, with the focus on getting the officers ready to support the commencement of the PIF from 9 March. In addition, CariSECURE also assisted the RBPF with populating their database by conducting a three-day hands-on workshop during March 2020.

On 9 March 2020, RBPF attempted to commit to the agreed “go live” date by visiting the Worthing/Hastings Station to support the officers stationed there with adding records into the application. Unfortunately, the use of the application showed up underlying network issues that resulted in slow latency and connectivity issues with the mail server used by the system. CariSECURE and RBPF IT Unit discussed methods to troubleshoot the issue, however the matter was still outstanding at the end of Q2 due to the RBPF having to restructure their priorities to support the Government of Barbados with managing the COVID-19 pandemic.

St Kitts and Nevis

CariSECURE continued to provide technical support to the Royal St. Christopher and Nevis Police Force’s IT administration, and together the VoIP issue that was reported previously was resolved at Frigate Bay and Stapleton Police Stations. Additionally, a third pilot station (Cotton Ground Police Station) was also deployed during February 2020, and all lessons learnt from the previous deployments helped the Project to accomplish a successful execution.

CariSECURE also provided additional administrator and user training on the Police Incident Form by hosting a two (2) day face to face training workshop 10 – 11 March 2020 at the St Kitts and Nevis National ICT Centre. This event was attended by twenty-four (24) officers from the Police Force. Following on from the training session, additional remote support was also given to assist in the population of the application database with the country specific data.

St. Vincent and the Grenadines

After the resolution of connectivity issues between pilot stations by St Vincent and the Grenadines’ local internet service provider, CariSECURE remotely assisted the St. Vincent and the Grenadines Police Force IT Unit with making changes to the network to support access to the application from the local network. St Vincent and the Grenadines is currently updating their database with a target date of 1 May 2020 (Q3) to commence using the application within their pilot stations.

1.3 Continue to develop, deploy and provide ongoing technical support for implementing the “full” Police Reporting Information Management System (PRMIS) Application (8 countries)

The re-designed procurement was advertised during Q2 and approximately 12 bids received. Evaluation of compliant bids will be undertaken during Q3 and a contract award made.

1.4 Provide technical support towards the design, customization, deployment and implementation of IABD funded Prison Information System (Pri-MIS) (8 countries)

The Government of Guyana and USAID will enter into an agreement (MoU) in Q3 on the Prison Platform. This agreement will allow CariSECURE to have access to the software, all technical documents and the source code for availability to all CariSECURE countries as per the agreement and chosen implementation strategy. CariSECURE was involved in the discussion around the MoU and assured that the Project will be involved in all the steps relating to the design of the Prison Platform.

1.8 Conduct training and provide technical assistance to citizen security practitioners (Police, DPP, Probation and Prisons) on the use of the CariSECURE Information Systems. (8 countries)

Training in the use of the PIF continued in all beneficiary countries.

1.9 Host Quarterly meetings with Police Commissioners and Prison Superintendents.

The next Quarterly meetings of the National Task Force (NTF) are scheduled for Q3. The NTFs for priority countries met in February 2020. The next round of meeting' objectives will put the heads of agencies (Police and Prison) in contact with representatives of the awarded contractor. In addition, the meetings will re-focus on the need for the platforms and the scope defined within the respective TORs. CariSECURE acknowledges that our current operating climate has been impacted by the global pandemic caused by COVID-19 and will be making slight adjustments to these activities, and where possible coordinating as much as possible using virtual communication tools to coordinate and deliver these meetings, while keeping on course.

OUTCOME 2: Reliance on evidence-based analysis of crime and violence data to inform national citizen security policymaking

2.1 Provide institutional capacity building support to RSS in data management, analytics and evidence-based approaches for citizen security

A Senior Crime Analysis Consultant was recruited from Arizona State University and has continued to provide technical support and mentoring to RSS and CariSECURE beneficiary countries in developing tactical, operational and administrative reports. In addition, RSS and CARICOM IMPACS staff are being trained in Crime Analysis. The project will further provide technical support through the Senior Crime Analysis Expert to RSS in the launching of the SRCO. The proposed launch of the SRCO for April 2020 has been delayed due to the adjustment having to be made around regional government response measures taken in response to the COVID-19 pandemic and physical distancing requirements. CariSECURE continues to monitor the regional response to COVID-19 and the launch of the SRCO will be scheduled thereafter, if possible, at the end of Q3.

2.2 Conduct Trainer of Trainers and Regional Crime Analysis Workshop for regional personnel involved in citizen security data analysis. (8 countries)

RSS and CARICOM IMPACS staff will also be trained as Trainers in Crime Analysis. CariSECURE has further discussed the complementary efforts that would allow CARICOM IMPACS to support the RSS' SRCO as CARICOM IMPACS already has staff dedicated to providing analysis reports on cross-border issues. CARICOM IMPACS and RSS will establish protocols to govern the complementary working relationship between the two agencies.

2.3 Provide Technical Assistance and mentoring support to National CariSECURE Crime Analysis Taskforce (8 countries)

A Senior Crime Analysis Consultant was recruited and will provide technical support and mentoring to RSS and CariSECURE beneficiary countries in developing tactical, operational and administrative reports. Data captured through the PIF application are proposed to be used to produce tactical reports as part of the training which concludes in Q3.

2.4 Conduct training and provide Technical Assistance on Citizen Security Information Management (8 countries)

Arizona State University has been delivering training on Crime Analysis/Citizen Security to representatives from CariSECURE countries as well as RSS and CARICOM IMPACS. The training is composed of four (4) modules. The first module was delivered in December 2019 in Barbados and the second on Crime Analysis Process, Data and Purpose in February 2020 was also delivered in Barbados to 25 participants including RSS and CARICOM IMPACS. Module # 3 will be delivered during Q3

2.5 Institutionalize the CariSECURE Manuals and Tools within key police training centres regionally

RSS and CARICOM staff are being trained on Crime Analysis and will also be trained as Trainers. Infosegura training manuals have been translated and printed previously and made available to both regional agencies as training manuals.

OUTCOME 3 - Piloting of national citizen security policies and crime victimization surveys to facilitate gathering of survey data indicators, and the development of targeted policymaking to reduce likelihood of youth involvement in crime and violence

3.1 Develop *Model National Citizen Security Policy* and ongoing support to countries (8 countries)

This activity is suspended pending a decision on the project's funding and timeline.

3.2 Provide Technical Assistance to develop strategies or initiatives using evidence from CCSIF (8 countries)

A Senior Crime Analysis consultant was recruited and will provide technical support and mentoring to RSS and CariSECURE beneficiary countries in developing tactical, operational and administrative reports. Data captured through the PIF application will be used to produce tactical reports. These reports are expected to be produced during Q3.

The Project assisted Barbados, Guyana, St. Lucia and St. Kitts and Nevis with producing varying time series of police crime indicators per 10,000 and 100,000 population. St. Lucia went on to being the first country to map a ten-year time series of police crime statistics utilizing their Common Occurrence ICCS CT and CCCSIF and producing corresponding indicators. Similar support and tables are earmarked for the other beneficiary countries in Q3 and Q4.

3.4 Collaborate with UN agencies to conduct Gender-Based Violence secondary analysis workshops with policy makers and other stakeholders. (Guyana)

The Guyana Women's Health and Life Experiences Survey Report, based on an analysis of the quantitative survey data and incorporating the qualitative study results, examines the nature and prevalence of

violence against women and girls in Guyana (particularly intimate-partner violence). The study results demonstrate a need for programmes that focus on changing patriarchal cultural norms and gender attitudes in Guyana in order to eliminate violence against women and girls at all levels of the ecological framework. A follow-up Workshop is foreseen for Q4 which will focus on utilizing the data captured to enhance policy. This activity will again collaborate with UN Women in addition to similar components being implemented under the Spotlight Initiative.

3.5 Continue to provide technical oversight in implementing the Crime Victimization Survey (CVS) in St. Lucia

The dataset from the enumeration process for the Crime Victimization Survey in Saint Lucia was collated shared with UNODC for further analysis and a meeting was convened during January 2020 between the Central Statistical Office, UNDP, and UNODC to discuss the next steps in the process. At this meeting clarity was given regarding some of the more technical aspects relating to the dataset; reclassification of some responses and the shortfall in respondents due to many vacant dwellings, refusals and no contacts. The following was also decided:

- Products with main results would be completed by UNODC in Q3 (draft tables, graphs, indicators, final report)
- CariSECURE indicators (victimization) would be added to results
- Donor and Project Board to chart dissemination plan for results

Preliminary planning for presentation of results during Q3 has begun.

2.3 Stakeholder Participation and Involvement

The Project has continued to seek out newer and more creative ways of engaging with its various stakeholders and has sought to remain relevant within the context of the objectives it seeks to meet. Interest remains high in participating CariSECURE countries; the United Nations Headquarters; and other donor agencies.

Through UNDP, funding was provided to support activities (in response to the implications of the Leahy Law) involving the Royal St Lucia Police. During Q2, training was foreseen for seven (7) police officers from the Research and Development Unit and Crime Intelligence Unit in St. Lucia. This training was however first postponed due to passport issues of the trainer and later by COVID-19. A date for the delivery of the postponed module has not been confirmed.

Recognizing the transformational aims of the CariSECURE project, UNDP once more allocated 125,000 US\$ to CariSECURE to help agencies to set up Crime Analysis Units by purchasing specialized software and provide support to RSLPF in receiving more specialized training in tandem with the other beneficiary countries.

In 2019, CariSECURE, supported by USAID, entered into an agreement with **United Kingdom FCO** (through ACRO) to develop modules for the PRMIS. The 408,000 \$US agreement was signed in January 2020 and funds have been disbursed. Discussions are in an advanced phase with the donor regarding implementation of ACRO components.

As indicated previously, **IADB, USAID** and the **Government of Guyana** embarked on a series of meetings to finalize a MoU for the Prisons Information System. The MoU is an in-kind contribution of more than 400,000\$US to CariSECURE, as it will give access to all technical documents, source code and software application to be made available to all CariSECURE countries.

The Project continues to engage national governments to invest in the Project to ensure its sustainability. In the past, governments have aligned other projects with the aims of CariSECURE, which has resulted in the realization of accrued gains to improve connectivity and ICT systems at police stations. CariSECURE will continue to seek out these opportunities for collaboration, particularly as the Project seeks to roll out the PIF beyond initial pilot stations.

2.4 Sustainability Mechanisms

CariSECURE has continued to seek out partnerships that would contribute to the sustainability of the Project. Partners such as RSS and CARICOM IMPACS are key to the Project realizing this sustainability. As such, the Project has scaled up its discussions with these two entities. The direction the Project is presently facing, is one in which it seeks to reinforce the networks and capacities in each country.

The Sustainability Plan for the Police Platform will be updated upon award of a contract for its development and the country-wide roll out of the PIF.

2.5 Implementation Challenges and Actions being taken to address Challenges

Impacts of COVID-19

Implementation activities include training and technical support. The project has converted training where possible and technical support to virtual mode. Some activities will require face-to-face activity however, and so these will be rescheduled to a later date. An example of this is the ICCS Coding Training to be provided to Suriname. There is also some delay in getting stakeholder feedback due to COVID-19 limitations.

Technological challenges

Q2 saw the resolution of many of the networking issues encountered during Q1. These issues nevertheless resulted in delays in beneficiary countries going live with the PIF application and gave rise to the need for officers to be retrained on the use of the platform. To manage these issues, the Project engaged a consultant to monitor and solve the challenges being experienced with the platform, in addition to training national counterparts to trouble shoot and fix these issues. The Project's System Administrator

also continued to work with national partners to solve connectivity issues at police stations. With the solution of these challenges, the next step is to undertake a roll out of the PIF beyond initial pilot stations. The introduction of a web-based application that requires a reliable and secure network infrastructure has underscored many challenges within the Police IT infrastructures throughout the region. In some cases, the Police departments were lacking network documentation and had aging equipment. We also faced challenges with their commitment towards resolving technical issues as most administrators had to squeeze in time between conducting their regular police duties. Despite these challenges, the CariSECURE team was still able to assist most of the countries with overcoming these hurdles.

St. Kitts and Nevis: In 2019 The Royal St. Christopher and Nevis Police Force had no secure connection between their stations and Headquarters. This was a concern as the HQ was identified as the location to house the PIF application and therefore all stations would need to connect securely to the HQ. In Q2 this issue was resolved by introducing Virtual Private Networks (VPN) between the Pilot Stations and HQ. This solution was tested at each pilot location and access to PIF was confirmed. However, during the testing phase it was noticed that the internet connection was intermittent. Further analysis of the issue by the local administrator confirmed the issue was related to their Internet Service Provider and therefore was out of their control. It was advised that the Force change their current ADSL internet connection to a high-speed fibre Wide Area Network (WAN) connection. This recommendation would connect all stations to HQ and lay the foundation to support a country wide rollout of PRMIS.

St. Vincent and the Grenadines: The Royal St. Vincent and the Grenadines Police Force also faced challenges with connectivity between police stations in Q1. However, St. Vincent and the Grenadines were fortunate to be a beneficiary of the Caribbean Regional Communications Infrastructure Program (CARCIP). As a beneficiary, the police force received a high-speed fibre connection between their stations and the required network equipment to support the connection. In addition, this connection is also fully managed by the ISP. The CariSECURE project was able to benefit from this project and now the PIF application can be accessed from any station within St. Vincent. There are however still some teething issues with the new connection that we expect to be rectified within Q3.

Barbados: In Barbados the use of the application showed up underlying network issues that resulted in slow latency and connectivity issues with the mail server used by the system. CariSECURE and RBPF IT Unit discussed methods to troubleshoot the issue, however the matter was still outstanding at the end of Q2 due to the RBPF having to restructure their priorities to support the Government of Barbados with managing the COVID-19 pandemic. In addition, the RBPF IT administrators expressed a preference for CariSECURE to be onsite and give hands on support with investigating the root cause of the networking issue. This request will be challenging to fulfill due to limitations currently being enforced in Barbados as a result of the current global pandemic.

Suriname: The project is facing some challenges due to the Suriname Police suggesting the use of E-gov installation for the PIF. Unfortunately, the E-gov technical team was not comfortable with installing the server and required software to support the PIF. The CariSECURE project has engaged the E-gov team to support them with the installation and it is expected that the system will be up during Q3.

Other Challenges

St. Lucia: The justice agencies whose assistance had been sought for the completion of the ICCS Correspondence Tables have not provided the required support. The National Officer has however continued with the extraction of offences.

St. Lucia: The approval of the PIF SOP has been delayed. The Commissioner proceeded on leave just as the SOP had been finally reviewed and sent for approval. The acting commissioner had to be briefed and was inundated by the COVID-19 State of Emergency and subsequent lockdown the same week the SOP was due to be reviewed by the Executive.

St. Lucia: There have been some delays in receiving the CVS tabulations from UNODC. Furthermore, given the COVID-19 situation, alternatives to dissemination workshops will need to be considered once results are finalized.

Taskforce Meetings/Engagements:

Some National Task Force Meetings were held during the period and in March in particular, these meetings would have been impacted by COVID-19. CariSECURE views NTFs as crucial to the implementation of the Project and so discussions will continue with national stakeholders to ensure re-focussed commitment

3.0 Human Resources, Administration and Other Operational Issues

CariSECURE remains committed to adopting a step-by-step process in deploying software and hardware in order to ensure the Project's success in the sustained use of provided technologies while allowing CariSECURE to better understand the technical and human environment. Therefore, the Project has:

- Continued to work with agencies largely through Readiness Managers, to ensure capacity to manage and troubleshoot issues as they arise. Presently, the Project has engaged an IT consultant to assist with this and work through the 'bugs' of the PIF, in addition to working with the Project's System Administrator. A second Systems Administrator will be hired in Q3 to ensure that countries are afforded the opportunity to build up their capacities to meet in country IT needs to address issues raised by the PIF and eventually the PRMIS
- Continued with its Crime Analysis trainings to build capacity. The project also proposes to increase its communication strategies aimed at Police leadership to build greater awareness on the benefits of a data driven crime recording process and also to enable crime security personnel to expand their thinking on the change which can take place as a result of improved crime data collection

Change Management Challenges

The **Complexity of Change Report** developed by the Project requires that national Police Agencies develop and implement systems and processes prior to the deployment of the PRMIS which will require

that CariSECURE countries adapt to a more technological environment with financial and human resources, training programs, policies and procedures. The Project will therefore continue its efforts to build the capacities of national partners to manage these important changes and to implement the recommendations of technical reports prepared in response to institutional assessments. An important component to be continued moving forward is the ongoing engagement of Permanent Secretaries and Police Commissioners and the development of applicable agreements.

4.0 Status of Key Procurement Activities Y4-Q2

Procurement Projections	Description of Activity	IMPLEMENTATION PERIOD					
		Q1	Q2	Q3	Q4		Total value
Q3	Signature of an MoU with CARICOM Impacs			X	X		250,000\$USD
Q3	Development of the PRMIS			X	X		600,000\$USD
Q2*	Development of the DPP Platform				X		250,000\$USD
Q2*	Development of the Inter-connection Platform				X		150,000\$USD
Q4	Migration of data from Servers to CARICOM IMPACS				X		25,000\$USD
Q3*	Recruitment of a Citizen Security Specialist				X		150,000\$USD
Q2*	Recruitment of a Communication Expert			X	X		\$50,000\$USD
Q2	Production of Clips		X	X	X		\$20,000\$USD
Q3	Quarterly meetings for Police and Prison			X	X		\$30,000USD
Q2*	IC Communication Specialist			X	X		\$50.000USD
Q3	Communication material (clip, flyer etc)		X	X	X		30,000\$USD
Total Value of Procurement through September 2020							1,605,000\$US

* Procurement activity to be cancelled or put on hold pending decision on project extension

5.0 Lessons Learned

The CariSECURE project is constantly in a 'lessons learned' in response to the changing context faced by each country in the deployment of software or data collection. As such, the Project constantly identifies the opportunities for learning which can assist implementation in another country. This has greatly defined the roll out of the PIF. The project has therefore sought to ensure that countries have the required resources and training to adapt to this change. The Project has also sought to ensure that it has sufficient staff and resources to provide this support to ensure that countries have a smooth roll out of applications and a full understanding by all partners. This is often difficult to manage within the context of changes to the Project.

6.0 Missions and Meetings

Date	Details on Meetings/Workshops/Trainings
January 2020	- Guyana: Site visit to Albertain Police Station (16 January) - St. Lucia: Meeting with RSLPF R & D, CIT, CIU: Reviewed the draft SOP for PIF and made changes. Also discussed and noted other issues with the PIF to take up with CariSECURE System Administrator (24 January) - Guyana: ICCS Coding Exercise (23, 24, 27, 28 January)
February 2020	- Crime Analysis Training for 25 representatives of CariSECURE beneficiary countries, RSS and CARICOM IMPACS on Module # 2 Crime Analysis: Process, Data and Purpose - Guyana: Meeting with Commissioner of Police, Mr. Leslie James on PIF issues (6 February) - Guyana: Meeting with Commissioner of Police, Mr. Leslie James and team. CariSECURE was represented by Mr. John Walcott and Mr. Satya Dayaram (10 February 2020) - Guyana: Site visit to Albertain Police Station by CariSECURE team and representatives from the Ministry of Public Security (11 February) - Guyana: Meeting with Permanent Secretary, Ms. Daniella McCalmon and Head of National Task Force, Mr. Samuels (11 February)

- St. Lucia: YES 11th National Advisory Board Meeting was held at the Ministry of Equity Conference Room. National Officer presented on CariSECURE Achievements (12 February)
- Guyana: Meeting with representative of Inter-American Development Bank, Dr. Jason Wilks (12 February)
- Guyana: Meeting with Director of Public Prosecution, Ms. Shamilar Hack (12 February)
- Guyana: Site visit to Albertain Police Station (14 February)
- St. Lucia: Meeting with USAID Rule of Law Programme Specialist on her scoping mission. Provided information on CariSECURE activities in Saint Lucia (19 February)
- Guyana: Presentation by Ms. Cumberbatch and team on Crime Analysis to Commissioner of Police and his Performance Management Team (20 February)
- St. Lucia: The National Task Force convened its first meeting for the year. The newly appointed CariSECURE Deputy Team Leader a.i. was in attendance. The presence of a representative from the Eastern Caribbean Supreme Court was in attendance. Project updates were presented and discussions surrounding the next steps and way forward were had (27 February)
- St. Kitts and Nevis: National Advisory Board (NAB) Meeting was held at the NEMA Conference Room. Team Leader, John Walcott, reported on behalf of CariSECURE. National Officer, Terry Morris, was also in attendance at this meeting which was chaired by Janelle Lewis-Tafari, Permanent Secretary in the Ministry of Social Services et al.
- Team Leader, John Walcott, was introduced to a number of key stakeholders via a number of short introductory meetings. National Officer, Terry Morris, organized courtesy calls on Mr. Osmond Petty, Permanent Secretary in the Ministry of National Security, Superintendent Cromwell Henry, and Readiness Manager Sgt. Winston Thompson. Mr. Walcott also had to opportunity to visit pilot stations at Stapleton and Frigate Bay where he met briefly with Administrators.

March 2020

- Guyana: Site visit to Fort Wellington Police Station (10 March)
- St. Lucia: Meeting with Police Commissioner (a.g.) to discuss the approval of the SOP, refresher training and piloting of the

	PIF with PC, ACP (readiness manager), ASP and Staff Sergeant. Decision was made to table the approval of SOP at the Executive Meeting the following week and target a go live date of before April 1, 2020 (13 March) - Guyana: Site visit to Albertain Police Station (25 March) - Guyana: Site visit to Fort Wellington Police Station (28 March)
--	---

7.0 Planned Activities for Next Quarter

The following key activities will be undertaken during Q3: April - June 2020 Project implementation period:

PLANNED ACTIVITIES FOR Y4 Q3 APRIL – JUNE 2020		Type: New/Con	A	M	J	COMMENTS/REMARKS
Output 1: Standardized and disaggregated crime data reporting within and among national authorities to foster the reliance on valid, reliable and comparable data on citizen security						
1.1	Complete extraction of offences	CON				
1.1	Provide training to Suriname on ICCS CT	NEW				
1.1	Complete ICCS CT	CON				
1.2	Finalize network issues with the PIF	CON				
1.2	Finalize SoPs for PIF in CariSECURE countries	CON				
1.2	Develop costing for roll out of PIF beyond Pilot Stations in CariSECURE countries	NEW				
1.2	Provide further training on the use and features of the PIF	CON				
1.3	Procure PRMIS platform	NEW				
1.4	Support IADB on the Pri-MIS System	CON				
Output 2: Utilization of evidence-based analysis of crime data to inform citizen security strategies, programs and policies						
2.1	Establish MoU with RSS for Sub-regional Crime Observatory	NEW				
2.2	Continue training of persons in Crime Analysis (Module # 3)	CON				
2.2	Finalize CCCSIF indicator tables per 10,000 and 100,000 population for remaining CariSECURE countries (all countries except St. Lucia)	NEW				

PLANNED ACTIVITIES FOR Y4 Q3 APRIL – JUNE 2020		Type: New/Con	A	M	J	COMMENTS/REMARKS
2.2	CCCSIF Infographics (applicable countries)	NEW				
Output 3: Improved decision-making on youth crime and violence based on available evidence at national levels						
3.3	CVS results dissemination/communication plan in St. Lucia	CON				

8.0 Financial Management

Current and Projected Expenditures

	2020			
ACTIVITIES	Jan-Mar	Apr-Jun	July-Sept	Total
Total Value of Procurement	196,612.88	\$300,000	\$200,000	\$696,612.88
Estimated Salary Cost	73, 310.69	\$74,000	\$74,000	\$221,310.69
Estimated Regional Travel	\$66,306.06		\$30,000	\$96,306.06
Program Management and Other Direct Costs	\$124,605.86	\$60,000	\$60,000	\$244,605.86
Meeting and Workshops*			\$30,000	\$30,000.00
Other Miscellaneous Expenditures	\$113, 035	\$136,088	100,000	\$349, 123
Total Project Expenditures	573,870.49	570,088	\$494,000	\$1,637,958.49
Actual Expenditure				

***Some costs under Procurement**

9.0 Annex B: CariSECURE RISK MANAGEMENT LOG

#	Description	Open	Impact	Like-hood Rating	Risk Rating	Proximity	Response
Contextual Risks							
1	New stakeholder working on an IMS application	Q3/Y4	High	4/5	4/5	1 month	1) Setting up Coordination meetings 2) Meetings with national stakeholders 3) New task to National Officer 4) Develop a Matrix 5) Establish clear timelines
2	Elections	Q3/Y4	Medium	5/5	3/5	3-6 months	1) Develop a Matrix 2) Develop a communications strategy in advance for reaching out to and updating possibly new governments
Programmatic Risks							
3	Funding: Cut in USAID funding	Q2/Y4	High	5/5	5/5	1 month	1) Communication with donors 2) New budget proposal and cutting activities 3) No cost extension
4	Procurement: Insufficient procurement support	Q3/Y4	Medium	3/5	3/5	1 month	1) Start working on big ticket procurement items in advance 2) Establish work with procurement unit in advance to mitigate possible delays 3) Weekly or bi-weekly procurement meetings

#	Description	Open	Impact	Like-hood Rating	Risk Rating	Proximity	Response
5	Human Resources: Low Retention rate because of uncertainty	Q3/Y4	High	4/5	5/5	3 months	1) Weekly Team Meeting 2) Share preoccupation with Donor and SM 3) Team activities 4) Address expiring contracts at least 3 months prior to expiration
Institutional Risks							
6	No-buy in from the government	Q3/Y4	Med	3/5	4/5	6 months	1) Increase contacts with Senior Government Actors 2) Increase communication strategies/messages to build national partner expectations and project excitement
7	Lack of Internal Leadership in implementing changes	Q2/Y4	High	5/5	4/5	Immediate	1) Quarterly meetings with Police Commissioners, Prison 2) Meeting with Senior Governmental Actors 3) Prepare MoU
Environmental Risks							
8	Weather (hurricane, storms, etc)	Q4/Y4	High	4/5	4/5	Every year Hurricane Season	1) Weather Monitoring 2) Develop mitigation strategy for events to implemented during this time
Technological Risks							

#	Description	Open	Impact	Like-hood Rating	Risk Rating	Proximity	Response
9	Lack of IT expertise in the country	Q3/Y4	Med	4/5	4/5	Immediate	1) Launch an IT structure/network assessment 2) System Administrator 2) Involve IT staff in the software design process
10	Public Health Emergencies (COVID-19 Pandemic)	Q3/Y2	High	4/5	4/5	Immediate	Develop strategy for alternate project delivery with full participation and input of stakeholders

10.0 Annex C: CariSECURE Endorsement Log

Caribbean Citizen Security Toolkit and Related Instruments of Adoption

COUNTRY	DATE OF FIRST ENDORSEMENT/SIGNATURE	CARIBBEAN COMPOSITE CITIZEN SECURITY INDICATOR FRAMEWORK (CCSIF)	CITIZEN SECURITY DATA COLLECTION FORM	CITIZEN SECURITY DATA CODING STRUCTURE		CITIZEN SECURITY DATA SHARING AGREEMENT	NATIONAL TASK FORCE TERMS OF REFERENCE	METHOD OF ENDORSEMENT/SIGNATURE	COMMENTS
		THE CARIBBEAN CITIZEN GUIDANCE NOTES							
ANTIGUA & BARBUDA	OCTOBER 31, 2017	JUNE 26, 2018	JUNE 26, 2018	JUNE 26, 2018		JUNE 26, 2018	OCTOBER 31, 2017	CABINET DECISION AND LAUNCH	
BARBADOS	FEBRUARY 21, 2018	FEB. 21, 2018	FEB. 21, 2018	FEB. 21,2018		FEB. 21, 2018	FEB. 21, 2018	CABINET DECISION AND LAUNCH	INFORMED OF CABINET APPROVAL ON APRIL 9, 2018
DOMINICA		AUGUST 22, 2018						MINISTER’S SIGNATURE	
GRENADA	JUNE 19, 2018	JUNE 19, 2018	JUNE 19, 2018	JUNE 19, 2018		JUNE 19, 2018	JUNE 19, 2018	CABINET CONCLUSION AND LAUNCH	INITIAL CABINET CONCLUSION MADE DECEMBER 2017 BUT HAD TO BE RESUBMITTED IN 2018.
GUYANA	NOVEMBER 29, 2017	MARCH 13, 2018	MARCH 13, 2018	MAR 13, 2018		MARCH 2018	NOVEMBER 29, 2017	MINISTERS’ SIGNATURES	CABINET DECISION (2018) 3:2:E
ST. KITTS AND NEVIS	JULY 19, 2018	JULY19, 2018	JULY 19, 2018	JULY 19,2018		JULY 19, 2018	JULY 19, 2018	CABINET DECISION AND PRIME MINISTER SIGNATURE	
St. LUCIA	OCTOBER 3, 2017	MAY 30, 2018	MAY 30, 2018	MAY 30, 2018		MAY 30, 2018	OCTOBER 3, 2017	CABINET DECISION AND LAUNCH	CABINET CONCLUSION No. 749 OF 2017 AND CABINET

COUNTRY	DATE OF FIRST ENDORSEMENT/SIGNATURE	CARIBBEAN COMPOSITE CITIZEN SECURITY INDICATOR FRAMEWORK (CCSIF)	CITIZEN SECURITY DATA COLLECTION FORM	CITIZEN SECURITY DATA CODING STRUCTURE		CITIZEN SECURITY DATA SHARING AGREEMENT	NATIONAL TASK FORCE TERMS OF REFERENCE	METHOD OF ENDORSEMENT/SIGNATURE	COMMENTS
									CONCLUSION 308 OF 2018
SVG	MARCH 26, 2018	MARCH 26, 2018	MARCH 26, 2018	MAR. 26 2018		MAR. 26, 2018	MAR. 26, 2018	LAUNCH ONLY	
SURINAME	FEBRUARY 12, 2018	FEB. 12, 2018	FEB. 12, 2018	FEB. 122018		FEB.12, 2018	FEB. 12, 2018	LAUNCH ONLY	
TRINIDAD AND TOBAGO									

