



ቁጥር 07/2021/35

Ref. No.

ቀን 31/01/18

Date

UNDP Ethiopia  
Addis Ababa

**Subject: Sending Biannual Report of the GDPP Implementation in the HoPR**

Dear Sirs/Madam,

We would like to take this opportunity to extend our appreciation and thanks for the support you are providing under the Governance and Democratic Participation Programme (GDPP) in our effort to strengthening the democratization process and the build-up of good governance particularly to the house and to the Democratic Institutions, at large.

With the above remark, we have enclosed the biannual report of the implementation of the GDPP in the House of Peoples' Representatives and we would be glad to receive any feedback after you review the report.


Thank you for your usual cooperation and together we can make a difference!

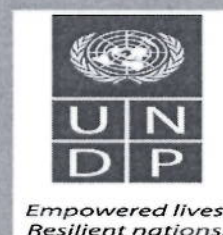
CC:-

- UNDP-GDPP Coordination Office  
HoPR Secretariat



Sincerely yours,

  
Taimir Kebede Hailu  
Deputy Secretary General of the  
Secretariat of the House of Peoples'  
Representatives



The Federal Democratic Republic of Ethiopia  
House of Peoples' Representative Governance  
and Democratic Participation Program (GDPP)  
Bi-annual Report (July – December, 2017)



## PART A

### Six Months Governance and Democratic Participation Programme Report

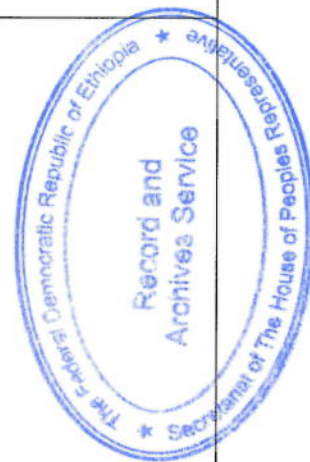
<b>UNDAF PILLAR:</b>	<b>GOVERNANCE AND CAPACITY DEVELOPMENT</b>				
<b>UNDAF Outcome:</b>	By 2020, key government institutions and other stakeholders utilize enhanced capacities to ensure equitable, efficient, accountable, participatory and gender-responsive development.				
<b>UNDAF Output:</b>	Strengthened capacity of key democratic institutions to deliver on their mandates and to promote participation, transparency, accountability and responsiveness (is accomplished).				
<b>Reporting Period/Q1+Q2</b>	July – Dec. 2017				
<b>Programme/Project:</b>	GDDP				
<b>Implementing Partner</b>	House of People's Representatives (HOPR)				
<b>UN Agency</b>	UNDP				
<b>Output 1: Political processes of federal and regional state legislative bodies are Inclusive and effectively delivering on their constitutional mandates</b>					
Planned Activities		Indicators/Targets	Results achieved during this quarter	Cumulative results achieved since Q1 current EFY	Expenditure reported
Activity 1.1.4 Conduct study on impact of laws (selected laws) and identified areas of research in collaboration with universities/think tank organizations	Indicators:  Number of MPs & parliamentary staff whose skills enhanced in various subjects:  Targets:  1) 180 trainees; 2)1 study document ; 3) Establishment of system on citizen engagement ; 4)1consultation forum	Number of MPs & parliamentary staff skills enhanced in various subjects:  Targets:  1) 180 trainees; 2)1 study document ; 3) Establishment of system on citizen engagement ; 4)1consultation forum	Selection of priority research area and Refining ToR for Advert; has been done and firm selected;	Preliminary discussion between the consultants and the Leadership of the Standing Committees organized;	196,406.25
Activity 1.1.7 Develop a system that facilitate citizens engagement with the parliament and their representatives (MPs).			ToR and specification prepared and bid Floated and items procured;	Other parallel activities such as recruitment of staffs to call center has been conducted and the necessary equipments procured; and the service is expected to start soon.	0
Activity 1.1.9 Provide training for staff on result-based management (planning, follow up and monitoring, evaluation and reporting).	1) 180 trainees; 2)1 study document ; 3) Establishment of system on citizen engagement ; 4)1consultation forum	ToR and specification prepared and bid Floated	ToR and specification prepared and bid Floated	25 staffs (3 Females) trained on RBM.	151,846.75
Activity 1.1.10 Provide leadership skill training for senior management/leadership, team leaders and senior professional staff (drawn from HOPR and RSCs) - 50 trainees and at least 30% are women.			ToR and specification prepared and bid Floated	Seventy senior staffs (60 male) trained on leadership skills.	566,199.00

*mmfc*





Activity 1.2.1 Develop and operationalize a digital system that facilitates easy access of laws and documents to the public at large including through online web-based access system.	<b>Indicators:</b> 1) %age of the completion of the establishment of the digital system and the paper-free system;	- Internal assessment has been undertaken, and identified demand consultant hired; - Gap assessment has been undertaken, demand identified and bid document prepared for floating.	- Analysis conducted, Request for Proposal prepared, and floating for selecting appropriate company is awaiting	861,318.75
Activity 1.2.2 Establish networking and paper-free systems to enable the house of peoples' representative Secretariat provide efficient and quality support to the MPs.	2: Availability of baseline data on public perception of the federal parliament;		More than 50% of the work has been done and testing is undergoing to finalize the remaining task of the system.	1,506,378.75
Activity 1.2.5 Organize forum of federal parliament and regional/city council's;	3) Number of DIF fully institutionalized and functional at federal and regions;		- The Federal as well as the RSCs held discussion and experience and common agenda exchanged.	402,143.89
Activity 1.2.6 Organize forum of parliamentary secretariats (HOPR, Regional State/City Councils)	<b>Targets:</b> 1) 1 digital system-50% completed; 2) Baseline established;	-Preparation and consultation among HoPR and RSC secretariats has been made;	The Secretariats forum is taken as a good platform for RSC and HoPR secretariats as a dialogue forum to standardize service giving within the houses. Currently, it is under discussion to institutionalize the forum.	285,712.40
Activity 1.2.7 Organizing the Federal Democratic Institution Forum (DIF)	3) Five DIF (federal + four regions); 4) 1 media and communication strategy document; 5) 1 assessment document	-DIF organized and papers presented to all stakeholders; MOU among member of the Forum agreed and signed; -DIF office established and facilities fulfilled. been	In an effort to institutionalize the DIF, a dedicated coordination office is established with in the HoPR and technical team set-up comprising the DIs;	909,510.96



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### Output 3: Citizens are empowered to voice their concerns and participate in decision-making and political processes at all levels of governance

Activity 3.3.1 Organize women's caucus forum of the federal parliament and regional and city councils.	<b>Indicators:</b> 1) Presence of a training package on gender related issues; 2) Availability of gender advocacy strategy of the parliamentary women caucus; <b>Target:</b>	Women Caucus from all regional Councils and Federal Parliament take part in the forum and evaluated their 2009 EFY accomplishments and future strategies;	332,036.32
Activity 3.3.2 Provide training to members of the parliamentary Standing Committees (federal and four selected regional councils) to enable them fully incorporate the voices of women and youth in their core functions ( 20 trainees and at least 30% women);		Three days training provided to 60 participants (20 Female) on Gender Mainstreaming issues for Chair and V/Chair of the Standing Committees. This will strengthen the way the MPs analyze the gender issues in their functions.	395,191.15
Activity 3.3.5 Provide capacity building training of parliamentary staff at federal and four RSCs on gender mainstreaming, gender analysis and impact monitoring.	Training package for the coming two-three years on gender issues: gender advocacy strategy adopted; 2) 50 trainees	Three days training provided to 47 senior parliamentary staffs (19 Female) on Gender Mainstreaming issues; and their skill on gender analysis is expected to be enhanced.	220,318.00

#### Note:-

- Challenges/Issues and Recommended Actions are analyzed in the detail in Part II of the Report.

Report prepared by: Programme Officer

Name/Designation: Eyasu Ximes

Date: 31/01/18

Report certified by: \_\_\_\_\_

Name/Designation: \_\_\_\_\_

Date: 31/01/2018

Tamir Kebede Hailu  
Deputy Secretary General of the  
House of Peoples' Representatives





# PART-B

## The Federal Democratic Republic of Ethiopia House of Peoples' Representative – Governance and Democratic Participation Program (GDPP) Bi-annual Report ( July – December, 2017)

**Description of the program:** - Governance democratic participation programs capitalize on existing momentum/opportunities to further advance good governance and entrench democratic and human rights principles at all levels in the country;

- Aims to support government's efforts to:
  - ✓ promote all-inclusive and sustainable development agenda by strengthening governance institutions, mechanisms and processes that facilitate,
  - ✓ promote transparency, accountability, rule of law & justice, and
  - ✓ wider civic participation, national cohesion and peace;

### **Program outcomes:**

1. Improved inclusion, social cohesion and sustainable peace;
2. Responsive and accountable systems of governance, and
3. Empowered and responsible citizens

### **Summary**

*In the Governance and Democratic Participation Program (GDPP), the House of Peoples' Representative of FDRE is responsible to implement for the success of some of the outputs and outcomes. In the current Annual work plan, the secretariat has accomplished/started implementing activities that fall under output one; Activity Result areas 1.1 and 1.2 and as well as in output three; Activity result areas of 3.1 and 3.3. Details of the achievements and progresses made in the last six months are summarized in the follow-up pages.*



## I- Key Achievements of the Governance and Democratic Participation Programme (GDPP)

### Output 1: Political processes of federal and regional state legislative bodies are inclusive and effectively delivering on their constitutional mandates

*This output is measured against two activity result areas with their respective indicators that are supposed to contribute to achieve the agreed results:-*

**Activity Result 1.1: Improved capacity of legislative staff and elected representatives to discharge their legislative, representation and oversight functions**

**Activity Result 1.2: Capacity of key Democratic Institutions to fulfill their mission-critical core functions strengthened**

#### **Summary of Output 1 - Achievements/Progresses**

*Under this output – results are expected to be achieved in terms of increasing MPs capacity, enhanced staffs capacity to support parliamentarians, and strengthening the Democratic Institutions (DIs). Following the implementation, progress is being made to analyze the gaps in the roles and responsibilities of the oversight functions of parliamentarians; in terms of improving citizen's engagement approach such as facilitating free call center is under preparation that would facilitate MPs and the public to succeed in their representation function as well as citizens to actively engage in the house's work.*

*Legislative staffs were trained on RBM that would help in managing, planning, monitoring and evaluating their activities for results. Similarly, leadership skill training provided for senior members of the office and skills enhanced to lead their respective assignments.*

*On the other hand, strengthening the way systems function is also under implementation these include networking and paper free system development, gap analysis of existing system for digitization and others. Institutionalizing the forums such as the coordination of key Democratic Institutions, parliamentary secretariats' forum, and speaker's forum is well underway.*

#### **Activity 1.1.4 Conduct study on impact of laws (selected laws) and identified areas of research in collaboration with universities/think thank organizations**

Under this activity, the research and capacity building directorate, of the secretariats collected and analyzed research topics (titles) from eighteen standing committees based on their needs and importance in their day to day activities to oversight the work of the executive bodies.

Following the decision of the management and based on the available funding, one common research/assessment is currently undergoing entitled <<**Assessment of**





**parliamentary oversight tools and mechanisms used by the HoPR to monitor the working of the Executive.** >>The assessment is expected to analyze the gaps in the oversight function of the parliament particularly in line with the tools and mechanisms applied. This, therefore, would identify points of entry to strengthening the work of the house. On the other hand, even though the secretariat couldn't study the whole request made by the standing committees, there is an accepted proposal to make a monthly interactive panel discussion session called <standing Corner> that could bridge the request made by the standing committees.

**Activity 1.1.7** *Develop a system that facilitates citizens' engagement with the parliament and their representatives (MPs) including through free call center and mobile applications:* **A system to facilitate citizens' engagement is on progress:**

So far citizens have access to their constituency members and the work of the parliament in a limited instance. This can be narrated, for instance, during public hearing before a law passes. This activity is intended to enhance the public participation and citizens' engagement in all aspects of the parliamentary functions, from initiation of laws to the publication process even extends to provide comments and feedbacks through the call center during the implementation of the laws. This work is on progress and the needed manpower to the call center and materials to establish a functional center is well underway. Hence, it is anticipated that the call center will be functional and different awareness creation work will be undergone for citizens to participate and engage in the work of the parliamentary through the call center. This will ultimately contributes to the creation of responsive MPs and demanding citizens too.

**Activity 1.1.9** *Provide training for staff on result-based management (planning, follow up and monitoring, evaluation and reporting)*

An intensive three days training on RBM was organized for twenty five staffs consisting of senior management staff and team leaders from the house of people's representative secretariat, among them only two were women and the rest twenty three were men. The training focused on result based management, planning, follow up and monitoring, evaluation and reporting. The training was conducted in a participatory way and it was very interactive.

It is anticipated that the training will enhance their knowledge on RBM and extend their support to the secretariat and ultimately provide quality backstopping service to MPs.

**Activity 1.1.10** *Leadership skill training conducted for senior staffs of the HoPR and four Regional State Council staffs:-*

The training is intended to help strengthen the leadership skills of the senior staffs of the HoPR secretariat and selected staffs of four regional states. In this programme a three days intensive training were provided by the Civil Service University and experienced trainers.





Seventy 70 participants (60% male) took part in the training and evaluated the training as the best and attitudinal change and managing for results would be evident and expected.

**Activity 1.2.1 Develop and operationalize a digital system that facilitates easy access of laws and documents to the public at large including through online web-based access system:- *the Digitization of the System within the Parliament is well underway:-***

Documentation of the work of the parliament is critical not only to enhance institutional memory but also to ensure accessibility of documents (publications, videos, audio-visual materials) to the public. With this in mind, the digitization process has been started in the house from the analysis of an existing system and identifying the gaps for proper digitization process. Currently, the gap analysis has been finalized and the remaining work is on progress and it is anticipated to be finalized in the coming months by finalizing the recommended interventions for proper data management and easy access to the public.

**Activity 1.2.2 Establish networking and paper-free systems to enable the house of peoples' representative Secretariat provide efficient and quality support to the MPs.**

As initial preparation process, detail work to upgrade the network coverage and assessment has been conducted on the current status of the network coverage and existing gaps are identified. Following the assessment, the Networking and Paper Free Systems in the Secretariat of the HoPR is well progressing.

This activity is ought to support the secretariat of the HoPR in modernizing and providing efficient services to the parliamentarians. Currently, there is too much paper work in the office while supporting MPs, thus, the current need assessment including software requirement and system analysis is ongoing that would ultimately transform the manual work in the paper to software based administrative support that would help the MPs much but also expedite accessibility and documenting ideas and innovative implementation of key activities for further and easy access. The full stage could be finished within three/four months period.

**Activity 1.2.5 Organize forum of federal parliament and regional/city council's forum. Speakers' Forum has enhanced common understanding between the federal and regional/city council's Speakers:**

Under the institutional building, the program has supported the platform called Speakers' forum that has been able to facilitate discussion among the Federal and Regional Speakers which has supported & contributed to create synergy in their respective parliaments and used the state to discuss on matters that help to challenge the role of parliaments in the promotion of Good Governance and democratization in the nation and advance common programs. The Consultative forum has also enabled them to exchange experiences on legislative, oversight and representing functions.





**Activity 1.2.6 Federal and Regional Secretariat's Forum has enhanced common understanding between the federal and regional/city council's Secretariats in providing services to the respective House:**

Under the institutional building, the program has also supported another dialogue platform called Secretariat's forum that has been able to facilitate discussion among the Federal and Regional Speakers which has supported & contributed to create synergy in their respective parliaments and used the stage to discuss on matters that facilitates learning from one another, discuss the standardization of provision of services to their respective houses/councils etc.

In this first secretariats' forum, structured agenda and discussion among which is the exchange of information on what each secretariat is doing, the experience of UK parliament by UNDP and draft concept note on the use of the forum has also been presented and brainstormed. Recognizing the importance of the forum, all agreed to continue the forum with future plan of sustaining the platform and gave to the HoPR secretariat and the secretariat of the House of Federation work out the detail of the concept note and share to all stakeholders. The forum is expected to contribute to enhance the capacity of secretariats by sharing experience, standardize the service provision in their respective offices and others.

**Activity 1.2.7 Organizing the Federal Democratic Institution Forum: Democratic Institutions Forum (DIF) has been established and become functional:**

The DIF has been able to gather key federal Democratic Institutions namely the House of Peoples' Representatives, the House of Federation, the National Electoral Board, the Ethiopian Human Rights Commission, the Ethiopian Institution of Ombudsman, the Federal Auditor General Office, Government Communication Affairs Office, and the Federal Supreme Court. These institutions have come up jointly and endorsed a Memorandum of Understanding (MoU) to foster and promote democratic governance, facilitate joint action plan and create mutual accountability and transparency. So as to sustainably benefit from the joint forum, the programme is currently institutionalizing the forum under the HoPR secretariat and acting coordinating officer (UNDP PO) is in place, technical team drawn from the DIs is also set-up for realizing the decisions and actions agreed by the forum members and closely advise the coordinating office. Hence, when the forum is full-fledged, it will ultimately serves us a platform to expand space for mutual learning among institutions themselves, Civic institutions, Development partners, and the wider stakeholder in the democratization process.





## **Result achieved Output 3: Citizens are empowered to voice their concerns and participate in decision-making and political processes at all levels of governance**

*This output is measured against two activity result areas with their respective indicators that are supposed to contribute to achieve the agreed results;-*

*Activity Result 3.1: Improved electoral legal and institutional frameworks to ensure inclusive and participatory policy decision-making and political processes;*

*Activity Result 3.3: Enhanced role and participation of women and youth in politics and public decision-making*

### ***Summary of the Output***

*Under this output – results are expected to be achieved in terms of increasing decision making and political processes particularly to increase decision making power of women parliamentarians in the process.*

*On the same note, gender mainstreaming training for MPs was conducted to help in satisfying the role parliamentarian plays during legislation of laws and policies. Similarly, training would help in order to enhance the oversight functions from gender sensitive lens particularly during the approval of the planned activities and during implementation and reporting of the executive branch of government.*

### **Activity 3.3.1 Organize women's caucus forum of the federal parliament and regional and city councils:**

Women caucus – had an opportunity to discuss the 2009 EFY performance of the women caucus in the Federal Parliament and the Regional state councils on how the caucus is doing its functions, and on how potential trainings can be provided and the structure of the caucus etc to accomplish the task.

By discussing the strengths and shortfalls of the performance of the caucus, the platform has been able to further discuss what to be done in the 2010 EFY and recommended actionable solutions. The forum is believed to enhance the capacity of women caucus members through experience sharing, scaling up of different trials, awareness raising etc, both at federal and state levels.

### **Activity 3.3.5 Provide capacity building training of parliamentary staff at federal and four RSCs on gender mainstreaming, gender analysis and impact monitoring**

A three day intensive training on Gender Mainstreaming to the Chairs and Deputy Chairs of the Standing Committees, three State Ministers of the Whips and Four Regional States standing committee chairs were organized and delivered.

About 60 participants (40 Male and 20 Female) took part in the training that covered areas of concepts of GM, Gender Analysis, Gender sensitive budgeting, etc. In this highly interactive training session, more than 95 percent rated the importance of the





training and its timeliness. It is also agreed that a tailored gender mainstreaming tool or package is urgently needed in order to fully support the system and sustain the Gender mainstreaming agenda within the house.

## **II- CHALLENGES/ISSUES:**

- **Late entry to implementation of the GDPP of the 1<sup>st</sup> Quarter and subsequent delay in the financial delivery.**

This has implications on the long procurement process, overlapping of the opening of the two houses, and aggravated by the absence of a dedicated programme officer and finance officer.

- **In appropriate budgeting and ill-time planning evidenced:-**

Due to the lack of proper budgeting some of the activities have been over budgeted and created fund surplus while the activity is accomplished; that has resulted in repeated reprogramming request. On the other hand, some activities were **Underestimated in terms of time for delivery**. For instance, due to the initial underestimation of the preparing the digitization process only 72 initial days was allotted; however, it has been evidenced that the digitization process would take more than half a year up to the final analysis for selection of the potential bidder of goods and services. Even though the consultant, INSA, has brought draft gap assessment report as well as specification and Result for Proposal (RFP)/bid document, it is found below the expectation of our office that strongly demand the intervention of the higher officials in both institutions in order to make the deliverables of high quality.

## **III- Good Practices: Lessons learnt and best practices.**

- The implementation status & progress is being regularly evaluated at the management level and agreed also to have a weekly/fortnightly meeting among implementing directorates. Similarly one higher level Programme Support Team (PST) chaired by the head of the secretariat, has been formed to closely unlock any real/potential challenges in the implementation of the programme.

## **IV- Mitigating strategies/approaches: Issues that to be addressed!**

- **Advance preparation for procurement issues is critical before even requesting the fund from UNDP:**

At the programme management team level, consensus has been reached to refine and prioritize activities that can be implemented within a given time period/quarter. This helps to advance the preparation before any procurement request made and even before requesting for fund release.





- **Institutionalization of Democratic Institutions Forum (DIF) should be supported with staffing;**

Due to the establishment of an office for coordinating the DIF, UNDP's PO is temporarily coordinating the office. However, the technical team is with the view of having additional staff to permanently support the process and the office. Hence, we are suggesting that UNDP could support in recruiting junior officer to serve the process and handling some routines. Until the house permanently assign a person to coordinate the office.

- **High level intervention towards achieving the implementation of the Digitization project is key:-**

It is noted that the digitization process would take too much time and energy, let alone to the first time implementers like INSA to others in the area. Therefore, in order to get the attention of the higher official, the officials from the house need to reengage and amend the contract document and push the process for delivery of the expected output that ensures value for money. In other words, the issue is taken seriously by the secretariat for engaging the appropriate person to get the desired result.

- **Some Trainings need specific demand of skills/experiences and qualification of trainers than least price bidders:-**

The issue of getting appropriate and expected quality of trainers and also research firm /consultants could be taken as a critical challenge not only in our office but across the IPs. Therefore, we are suggesting to closely working with appropriate University Departments through using/signing MoU and organize list of potential trainers/researchers to invite for some work. However, there might need to discuss the case closely with MoFEC or during the audit process.

## **V- Concluding Remarks and the Way forward**

Overall, the progress of the programme implementation has been improved since the first quarter even though there were challenges encountered at different levels. In order to resolve the challenges and boost the performance of the programme, the report has been discussed and evaluated jointly.

Given the commitment from the officials, the already achieved gains and potentially impactful activities and outputs would be replicated and sustained. Nonetheless, the suggested actions for improvement need to be implemented.

