

## **Project Management Board Meeting**

### **UNDP Peace Building and Social Cohesion Programme**

9.30 am-1.30 pm Monday, 28 March 2011

#### **Participants**

- H.E. Ms. Maria Domingas Fernandes Alves, Minister of Social Solidarity
- Mr. Jacinto Rigoberto Gomes de Deus, Secretary of State for Social Assistance and Natural Disasters, Ministry of Social Solidarity
- Mr. Amandio Amaral Freitas, Director for Social Assistance, Ministry of Social Solidarity
- Ms. Noura Hamladji, Deputy Country Director Programme/Operations, UNDP
- Ms. Alissar Chaker, Head of Crisis Prevention & Recovery Unit, UNDP
- Mr. Jose Belo, DPBSC Project Manager/ CTA, UNDP
- Mr. Paul Tyndale, SERC Project Manager, UNDP
- Ms. Amelia de Jesus, SERC Deputy Project Manager, UNDP
- Ms. Thaiza Castilho, SERC Outreach and Communication Advisor, UNDP
- Ms. Marcelina da Conceicao, HHK Project Manager, UNDP
- Ms. Maria Rafinda Maia, Programme Associate, UNDP
- Ms. Leonesia Tecla da Silva, DPBSC Project Assistant, UNDP.

#### **Observers:**

- Florentino Sarmiento, CRS
- Norberto Celestino, IOM
- Augusto Ferreira Soares, Development Programme Coordinator, New Zealand AID.

#### **Absence:**

- AusAID

#### **Agenda**

##### **1. Opening :**

- The Secretary of State opened the meeting by welcoming the participants and stressed out the agenda of the meeting which were presentations report from three of UNDP projects supported the Ministry of Social Solidarity on their final progress.
- The UNDP Deputy Country Director congratulated MSS on the closure of IDPs camps within the last 2-3 years and its leadership on the Social Cohesion and Peace Building projects: HHK, SERC and Dialogue and lately the Department of Peace Building and Social Cohesion. She also commended the staff supporting these projects. She also noted the transition of UNMIT and the future role of UNDP afterwards.

- The Minister informed that MSS is planning to prepare a final report to be presented to the Council of Ministers on the IDPs reintegration process through the Hamutuk Hari Futuru programme and noted the many challenges faced during implementation. The report would also serve for institutional memory. She requested UNDP support on developing a result-oriented report that would document the process. She also talked about the independent commission that will be formed to review the pending IDP cases and MSS focus during the coming months on consolidating policies and interventions (planned MSS retreat).
- The Secretary of State requested assistance for recruiting a short-term national legal adviser to support the documentation and review of pending IDP cases.
- The UNDP Deputy Country Director confirmed UNDP commitment to support MSS and confirmed the availability of USD 166,000 originally earmarked for cancelled IDP cash assessment as per MSS advice.

*Action: MSS to share TOR for the legal advisor and the scope of the reintegration report for UNDP follow up.*

## 2. Projects up-date

### **SERC Project**

- The Deputy Project Manager informed that:
  - The SERC Project has conducted community consultations and related activities in 23 communities and implemented small community infrastructure projects in 21. Two were not completed because of ongoing conflict and land ownership issues that were not able to be resolved in time to implement the project.
  - All assets of SERC project have been transferred to Sub-District Administrators' offices and MSS, DNAS (Department of Peace building and Social Cohesion).
  - The draft final report will be compiled in April 2011; however the warranty period of some of the latest projects will end in June.
- The Minister inquired about maintenance of project as sustainability beyond funding is very important.
- The project team explained the approach of establishing a Facility Management Team (GMF), close liaison during planning with line Ministry, and the hand-over of facility to concerned line Ministry, which in turn handed over to communities in a symbolic effort for ownership.



Action: Project team to provide the list of GMF members to the Minister and suggestions for follow up for each community project to share with concerned line ministries in the Council of Ministers to put the onus of responsibilities on them for maintenance and sustainability.

#### HHK

- The National Project Manager presented an update on NGOs activities. As most will be ending their activities soon, she suggested organizing a closing ceremony towards the end of April.
- The Secretary of State noted that some NGOs activities are still ongoing until June. He also noted that MSS staff would like to join monitoring visits.
- The Minister highlighted her concern over the youth exchange activity in Oecussi as there were no IDPs in this district. This also applies to supporting Chega! Discussions as dialogue without finality might be counterproductive.

Action: Closing ceremony to be organized upon completion of NGOs activities as per The Secretary of State's advice.

#### DIALOGUE

- The project Manager informed that the project was operationally closed in October 2010 and presented the project results. He noted that the focus is now on launching the Department of Peace Building and Social Cohesion and completing recruitments in Dili and the districts.
- The Minister was not keen on supporting mediation on land and property issues as this is outside MSS mandate. A wider discussion with MoJ needs to take place to identify needs and roles. If MSS has done it in the past, it was because it constituted in the past an obstacle to reintegration and community stability. This is why MSS asked IOM to hold on their PBF proposal.

### 3. Closing

- The MSS is satisfied about SERC and Dialogue results. The Minister and Secretary of State congratulated the respective teams for their achievements, and expressed their appreciation for UNDP continued support through the DPBSC.
- The Minister and Secretary of State emphasized the need to harmonize DPBSC's planning with MSS and to maintain same conditions with the rest of the Ministry (one team). The issue of its 24 staff was also raised; MSS temporary contractors will be converted to permanent contracts in the future as per new Government decision.
- Concerns were raised about funding gap and impact on project.

- The Minister noted that she will not be signing any documents if not translated to a language that she understands (refr. JPN proposal, which was indeed submitted in Portuguese to her Cabinet staff).
- The NGO and IOM observers commended the MSS on its efforts and commitment to resolve the displacement issue, and reiterated their commitment for support, and continued collaboration with UNDP.
- The NZaid representative explained the major strategic areas currently under development, namely, education, Justice and security (National Police).

Actions:

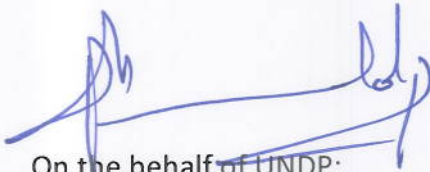
- *Further discussion on temporary contractors needs to take place. The Secretary of State will convene a meeting for this purpose.*
- *DPBSC's retreat will take place in early April to refine the annual work plan now that the most of the staff is on board in anticipation of MSS retreat.*

**Signed by:**



On the behalf of the Ministry of Social Solidarity:

Jacinto Rigoberto Gomes de Deus  
Secretary of State for Social Assistance and Natural Disasters



On the behalf of UNDP:

Noura Hamladji  
Deputy Country Director Programme/Operations





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### UNDP Peace Building & Social Cohesion Programme

10-11.30 am - 28 March 2011

No	Name	Organization/Agency	Title/Position	Signature
1	Marcelina Conceicao	UNDP	HTK Project Manager	
2	Leonor Tecla Da Silva	UNDP	Project Assistant PBSC	
3	Maria RaFinda Maia	UNDP	Programme Associate	
4	Augusto F. Gomes	New Zealand Embassy - NZAid	Development programme Coordinator	
5	Florentino Sarmento	CRS	Recovery PM	
6	THAIZA CASTILHO	UNDP	COMMUNICATIONS OFFICER	
7	Jose Belo	UNDP/MSS	CIA / PM	
8	Américo Amador f.	MSS/MWZ	mission MWZ	
9	Norberto Celestino	ICM	Chief of Mission	
10	Noura Hamladi	UNDP	DLD	
11	Alisson Chaker	UNDP	ACD/CPR	
12	Paul Tyndale	UNDP	SERC Project Manager	
13	Amelia de Jesus	UNDP	SERC Deputy Proj. Manager	