

PROJECT DOCUMENT
Turkmenistan

Project Title: Strengthening capacity in labour and employment policy planning and implementation

Project Number: _____

Implementing Partner: Ministry of Labour and Social Protection of Population of Turkmenistan

Start Date: 1 March 2017



End Date: 31 December 2019

PAC Meeting date: _____

Brief Description
<p>The Ministry of Labour and Social Protection of the Population of Turkmenistan was established in 2011. Currently, the Ministry pursues the state policies in the areas of social security, pensions, labour relations, employment, labour protection, improvement of conditions of work, health and safety in the workplace and other labour related issues.</p> <p>This project aims to support the Ministry in planning and implementing the labour and employment policies and strategies, and includes the following three components: i) improving the legislative basis in the area of labour and employment; ii) modernizing the current labour safety system; and iii) strengthening the national capacity to regulate labour market and employment.</p>

<p>Outcome № 3 (UNPFD/CPD outcome #8): State institutions implement and monitor laws, national programmes, and strategies, in a participatory manner in line with the country's human rights commitments.</p> <p>Indicative Output(s):</p> <p>Output 3.3: Capacity of selected state institutions improved to provide better delivery of public social and basic services (CPD 8.3).</p>	Total Project budget:	TMT 2,137,393 (\$610,684)
	Available Government funds:	TMT 679,312 (\$194,089)
	Available UNDP funds:	TMT 350,672 (\$100,192)
	Funds to be mobilized:	TMT 1,107,409 (\$316 403)

Agreed by (signatures):

Government of Turkmenistan	United Nations Development Programme
 Mr. Seyitmammed Akmammedov Minister of Labour and Social Protection of the Population of Turkmenistan	 Ms. Elena Panova UNDP Resident Representative
Date: 13/02/2017	Date:

I. DEVELOPMENT CHALLENGE

In April 2011, the Ministry of Social Security of Turkmenistan was reorganised into the Ministry of Labour and Social Protection of the Population of Turkmenistan (MOLSPT). There had been no Ministry or Agency at the national level specifically responsible for labour and employment for more than ten years. Until the late 1990s, the State Labour Committee existed at the national level, and had representations at the regional and district level (employment offices). The regional employment structure continued operations, reported to the Ministry of Economy and Development of Turkmenistan, and is now the responsibility of the MOLSPT. The MOLSPT is tasked with the implementation of State policies in the areas of social security, pensions, labour relations, employment, labour protection, improvement of conditions of work, health and safety in the workplace and other labour related issues.

In 2015, the Government of Turkmenistan approved its Program on modernization of the employment services and creation of new jobs for 2015-2020. The Program sets forth the task of creation of favourable conditions for the people seeking jobs and promoting employment in all sectors of economy, underlining that is primary responsibility of the state and the Ministry of Labour and Social Protection of the Population of Turkmenistan. This will require efforts in many areas including improvements in legislation, developing new labour and employment programs and mechanisms, learning best international practices, and developing methodologies to research the needs of the fast-changing employment market.

The Partnership Framework for Development signed by the United Nations and the Government of Turkmenistan for 2016-2020, identify that the country's economic growth must create more inclusive and high quality jobs for those who are unemployed or underemployed. Another concern is to increase employment opportunities for young graduates, especially from foreign universities, returning to Turkmenistan. In this regard, the Ministry of Labour and Social Protection needs to: (1) deepen the understanding of the structure and composition of the labour market, (2) strengthen the evidence-base for labour market policies, including training and education, and (3) Build a technical and vocational education and training (TVET) system that provides learners with the skills and competencies required by a diversifying economy.

In September 2016, Turkmenistan adopted 17 Sustainable Development Goals (SDGs), 148 targets and 194 indicators, including targets and indicators of Goal 8 to promote sustained, inclusive and sustainable economic growth, full and productive employment and decent work for all and committed to their implementation. Also, in October 2016 the Government of Turkmenistan adopted the National Action Plan to fulfil the rights of people with disabilities to work and employment for 2017-2021.

The project is designed to support towards achievement of the goas and objectives set forth in the national development programmes and action plans in the area of labour and employment. In addition, the project will support collecting the baseline and the progress data on the indicators within the mandate of the MOLSPT. The experts engaged in the project will be assigned relevant tasks and will provide necessary methodological support.

II. STRATEGY:

The project will be jointly implemented by UNDP and the Ministry of Labour and Social Protection of the Population of Turkmenistan. The main objective is to modernize the legal framework and standards in the area of labour and employment, enable more diversified services offered by the Ministry of Labour and Social Protection, and promote the rights of the job-seekers, in particular vulnerable groups in line with the sustainable development agenda, the country's economic diversification policy direction, and the provisions of the National Human Rights Action Plan.

The project will contribute to the PFD Strategic Priority Area "Employment, Economic Diversification and Trade" and the respective outcome "Strategies and simplified regulations are in place to promote high quality inclusive employment through sustainable economic diversification". The UNDP corresponding priority reflected in the Country Programme Action Plan is "Rule of Law and Economic Diversification"

The project will focus on those areas that the MOLSPT distinguished as the priority areas for the development of its capacity during the consultations with UNDP. These can be grouped in the following 3 components:

Component 1: Improving legislative basis in the area of labour and employment. The Government ratified several ILO conventions including Worst Forms of Child Labour, Forced Labour, Minimum Age, UN Convention on the Rights of Persons with Disabilities and others. The country is seeking to continue modernizing legislation and bringing it to the best international practices. Under this component, UNDP will assist in bringing international and national expertise to modernize laws, regulations, and train MOLSPT employees on different labour and employment related systems.

Component 2: Modernizing the current labour safety system. The function of monitoring the safety and standards is currently performed by a separate national agency. The Government of Turkmenistan is considering to transfer this function to MOLSPT. Within the framework of this component, the project will review the current system of labour safety in Turkmenistan and provide recommendations for its improvement in accordance with international standards, including proposals on institutional structure and legislative basis. The project will focus on development of standards to establish labour conditions for people with disabilities, who work at enterprises and organizations of any form of ownership. It is planned to organize a number of trainings to strengthen institutional and staff capacity of the Ministry in the area of labour safety and work health.

Component 3: Strengthening the national capacity to regulate labour market and employment. In May 2015, the Government of Turkmenistan adopted the Program on modernization of the employment services and creation of new jobs for 2015-2020 and Action Plan. Under this component, the project will carry out activities aimed at improving mechanisms to regulate labour market, including institutional and legal mechanisms. Specifically, the project will prepare recommendations for modernization of information and communication technologies system in the area of employment and develop technical specifications to develop/procure software for public employment service. In addition, based on international best practice, the project will prepare recommendations for improvement functions of the public employment service and corresponding employment support fund in Turkmenistan. Also, the project will support strengthening the capacity of the Ministry in the area labour market regulation and preparation of the relevant forecasts of the labour market demand and supply. Specifically, the project plans to develop methodology to study the labour market with a view of the national economic development context and to organize trainings on estimation and forecasting labour market dynamic, and to prepare national employment programmes.

To support the Ministry of Labour and Social Protection of Population of Turkmenistan in implementation of the National Action Plan to fulfil the rights of people with disabilities to work

and employment for 2017-2021, during the implementation of the above components the project will specifically focus on issues of labour safety and employment of people with disabilities.

The project will engage international and national experts who will assist the ministry in developing concepts, recommendations, options for systems, and methodologies for research. Under particular components, the project will conduct trainings for the personnel and provide support in organizing study visits abroad to learn the best practices in certain areas of labour and employment relations. The project will actively seek cooperation with the experts from other UN agencies, including International Labour Organization (ILO).

III. RESULTS AND PARTNERSHIPS:

Result 1. Recommendations for improvement of the legislative framework of Turkmenistan in the area of labour and employment addresses the need of aligning the national legislation in accordance with the international legal instruments in the area of labour and employment. Achievement of this result will be measured by the following indicators:

- 1.1 Share of legal documents reviewed in line with international standards
- 1.2 Share of the Ministry's specialists who studied international standards and best practices in the area of labour and employment

The following activities will be implemented to achieve the above result:

- 1.1 Review and analysis of the laws and regulations in the area of labour and employment vs. obligations of Turkmenistan in the area of human rights and UN Conventions;
- 1.2 Develop proposals and revisions to legal and regulatory documents, and prepare new laws in the area of labour and employment;
- 1.3 Organize professional training and experience exchange in the area of labour and employment for the Ministry's specialists;
- 1.4 Print legislation, materials, booklets, posters relating to policies and programs in the area of labour and employment.

Partnership strategy. The project will closely cooperate with the International Labour Organization in order to achieve Result 1. Particularly, the project will involve ILO experts to provide overview of the existing international legal instruments and standards in the field of labour and employment. Also, the project will establish partnership with the relevant ministries and agencies of Turkmenistan and specialized UN agencies to promote rights of persons with disabilities to work and employment and to align the national legislation with the UN Convention on the Right of Persons with Disabilities.

Result 2: Recommendations for modernization of the current labour safety system addresses the need to create institutional and legislative framework for monitoring of standards implementation in the area of labour safety in Turkmenistan. Achievement of this result will be measured by the following indicators:

- 2.1 Share of recommendations adopted to modernize the current labour safety system in Turkmenistan;
- 2.2 Number of the Ministry's specialists who trained on international labour safety standards.

The project will also carry out the following activities:

- 2.1 Prepare overview of the current labour safety system in Turkmenistan and provide recommendations for its improvement in accordance with international standards and best practices, including institutional and structural issues, financing, and action plan for developing institutional and staff capacity of the labour safety service;
- 2.2 Conduct trainings for specialists of labour safety on international standards in the area of labour safety and security;
- 2.3 Prepare legal and regulatory documents for operations of the labour safety service.

Partnership strategy. The project will closely cooperate with the International Labour Organization to achieve Result 2. Specifically, the project will engage ILO experts to raise awareness on international standards in labour and employment. Also, the project establish partnership with other ministries and agencies of Turkmenistan and specialized UN agencies to improve labour and work conditions for persons with disabilities.

Result 3: Strengthened national capacity to regulate labour market and employment addresses the issues related to improvement of labour market regulatory mechanisms, including legislative and institutional mechanisms. Achievement of this result will be measured by the following indicators:

- 3.1 Share of recommendations adopted to improve ICT system of the public employment service;
- 3.2 Share of recommendations adopted to improve functions of the public employment service and employment support fund in Turkmenistan;
- 3.3 Availability of the methodology to study the labour market as well as methodological tools and techniques to forecast demand and supply on the labour market;
- 3.4 Number of the Ministry's specialists trained on estimation and forecasting demand and supply on the labour market.

In this regard, the project will fulfil the following activities:

- 3.1 Prepare an overview of the current regulatory system for the labour market and employment, including legislative framework, institutional structure, ICT and prepare recommendations for its improvement;
- 3.2 Prepare recommendations to improve ICT system of the public employment service, including general requirements for the ICT system (formulation of tasks that ICT should be tackling) which will serve as a basis for the development of the TORs to procure/develop a software for the public employment service, and develop methodology on application of different source information to analyse employment data of working age population;
- 3.3 Improve legal and regulatory documents for effective operation of the public employment service and corresponding employment support fund, including management and funding issues;
- ~~3.4 Train the public employment service staff to increase their capacity to better manage public employment system and employment support fund;~~
- 3.5 Prepare methodology to study the current situation at the labour market, including demand and supply provided by educational sector;
- 3.6 Train the Ministry's specialists on estimation and forecasting demand and supply at the labour market, and on labour market/employment programming and planning;
- 3.7 Prepare Terms of Reference to procure/develop software for public employment service;
- 3.8 Conduct a labour market survey;
- 3.9 Analysis of the survey outcomes and prepare recommendations for preparation of the labour market/employment programme.

Partnership strategy. It is expected that the current result will be achieved in close cooperation with the relevant ministries and agencies of Turkmenistan, including the Ministry of Education, Ministry of Finance, State Statistics Committee of Turkmenistan.

All outputs/outcomes described under these components will complement each other and result in improved employment climate for the population of Turkmenistan. At the same time all project activities are tightly related to the overall Government plans to continue improving the situation with the human rights in the country, especially related to the rights of persons with disabilities to work and employment, implementing National Human Rights Action Plan, approved by the Decree of the President of Turkmenistan dated January 15, 2016, and attaining the employment related Sustainable Development Goals.

Resources Required to Achieve the Expected Results

Budget for the implementation of the project will be cost-shared by UNDP, the Ministry of Labour and Social Protection of the Population of Turkmenistan, and, potentially by other donors and

partners of the project. UNDP will also work together with other UN Agencies and in particular ILO to engage expertise under particular project Components.

Partnerships

New Partnership Framework for Development signed between UN and the Government of Turkmenistan for 2016-2020 stipulates that all UN agencies will work to promote higher level of government ownership of the program results. UNDP will work with the MOLSPT in such a way that project is driven largely by the MOLSPT itself based on its priorities and obligations of Turkmenistan under the international treaties and conventions, as well as National Human Rights Action Plan for 2016-2020 and the National Action Plan on the rights of persons with disabilities to work and employment. To stimulate more effective transfer of knowledge and building of the MOLSPT's capacity, project staff and experts engaged under the project will be placed at the Ministry.

Stakeholder Engagement

The project will work with the heads of the departments of the Ministry of Labour and Social Protection of the Population of Turkmenistan on all technical issues including development of the Terms of References for the international and national consultants.

South-South and Triangular Cooperation (SSC/TrC)

The project will actively promote learning the best practices in legislation, systems, management practices, and institutional organizations from the countries that have similar structure of economy to make the results more relevant and effective. This will relate to international experts that will be engaged under the project, examples and models reviewed and recommended for particular systems and institutional arrangements, and countries for the study tours.

Knowledge

The project will build knowledge and skills of the Ministry's staff in labour safety, public employment service and employment support fund management, labour market assessment and forecasting. It will also share a number of methodologies and techniques in the above areas.

Sustainability and Scaling Up

The recommendations under all relevant components produced under the project will be reflected in corresponding laws and regulations that will be introduced by the Government and the Ministry. The project will also build capacity of the Ministry's staff to continue implementing recommendations and proposals made in the area of labour and employment. UNDP will work with the Ministry to look beyond the project duration and develop a new phase that will capitalize on the achievements of the current project.

IV. PROJECT MANAGEMENT:

Cost Efficiency and Effectiveness

The project will rely on international expertise and best practices and assist the ministry in adapting those to the national context. At the same time the project will use national programs of development, SDGs, and National Human Rights Action Plan as the reference points for project activities. All project components designed in such a way that they will complement and reinforce each other ensuring the cost-effectiveness and efficiency. The costs of the project will be shared by UNDP and Government, and with the, potentially, other donors. All planning and decisions on spending of the project resources will be made on the basis of consultations with the members of the Project Board.

Project Management

The project will be carried out under a national implementation modality (NIM). As the national partner the **Ministry of Labour and Social Protection of the Population of Turkmenistan** (MOLSPT) will oversee all aspects of project implementation. This role is consistent with MOLSPT role as the national agency responsible the issues of employment and labour, in defining overall policy directions, implementing major new development initiatives, and operating existing employment infrastructure. MOLSPT will appoint a staff member who will serve as the National Project Coordinator (NPC) and who will be the lead individual responsible for overseeing the project.

Overall governance of the project will be carried out by the **Project Board**, which will include MOLSPT and UNDP, and, potentially representatives of other donors that will provide support in future. The National Project Coordinator will serve as Chair of the Project Board for this project only, with assistance from UNDP in organizing and running all meetings and other exchanges of information. Meetings of the Project Board will take place at least once annually in time for approval of the following year's Annual Work Plan. Additional meetings may be called as needed by the NPC.

UNDP will join MOLSPT in managing the project and providing quality assurance, in accordance with plans approved by the Project Board. Most of UNDP's work for the project will be based in its Country Office (CO) in Ashgabat, under the supervision of the Programme Specialist for Democratic Governance and other senior programme staff, including the UNDP Resident Representative and Deputy Resident Representative as warranted.

The day-to-day operations of the project will be carried out by three full-time **project staff**. To provide better coordination and knowledge exchange the project staff offices shall physically located at the Ministry of Labour and Social Protection of the Population of Turkmenistan at the offices assigned by the Ministry. The Project Staff will be responsible for carrying out the activities of the project as set forth in this Project Document and any revisions approved by the Project Board. At least one month in advance of the start of each project year, the Project Manager will prepare Annual Work Plans. These plans will be reviewed and approved by the Project Board and thereafter will be used by project staff as tools for planning, implementing, and tracking work flows. In addition, for each meeting of the Project Board, the Project Manager will prepare a full status report on project activity, including recent accomplishments, risks, and proposed mitigation measures.

UNDP will **engage national and international consultants** to provide focused technical assistance to the project as needed.

UNDP country office staff will assist the Project Staff in all the administrative work of the project, including logistics and clerical work. In addition, the country office will provide administrative support to the Government with regard to various specific administrative functions (such as those involving procurement and financial management).

V. RESULTS FRAMEWORK

EXPECTED OUTPUTS		OUTPUT INDICATORS ¹	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)			DATA COLLECTION METHODS & RISKS
				Value	Year	2017	2018	2019	
Intended Outcome as stated in the UNDAF/Country [or Global/Regional] Programme Results and Resource Framework: Outcome 3: The social protection system is ready to provide inclusive, quality, community-based support services Outcome indicators as stated in the Country Programme [or Global/Regional] Results and Resources Framework, including baseline and targets: 8.3. Number of civil society development bodies representing women, youth children and people with disabilities participating in the design and implementation of national and sector programmes									
Project title and Atlas Project Number: Strengthening capacity in labour and employment policy planning and implementation									
Output 1: Recommendations for improvement of the legislative framework of Turkmenistan in the area of labour and employment	1.1 Share of legal documents reviewed in line with international standards	Project documentation	0	2016	30%	50%	60%	Project reports	
Output 2 Recommendations for modernization of the current labour safety system	1.2 Share of the Ministry's specialists who studied international standards and best practices in the area of labour and employment 2.1 Share of recommendations adopted to modernize the current labour safety system in Turkmenistan 2.2 Number of the Ministry's specialists who trained on international labour safety standards	Project documentation	0	2016	50%	80%	100%	Project reports	
		Project documentation	0	2016	40%	70%	80%	Project reports	
		Project documentation	0	2016	5	10	15	Project reports	

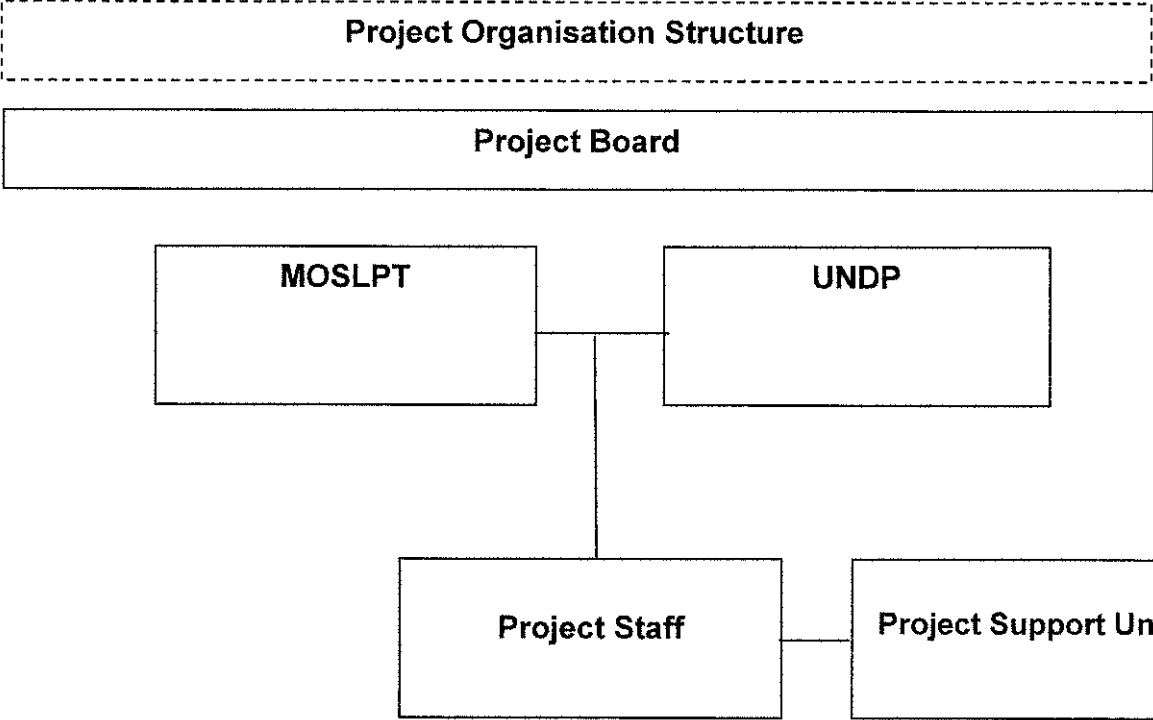
Output 3 Strengthened national capacity to regulate labour market and employment	3.1 Share of recommendations adopted to improve ICT system of the public employment service	<i>Project documentation</i>	0		2016	50%	70%	100%	Project reports
	3.2 Share of recommendations adopted to improve functions of the public employment service and corresponding employment support fund in Turkmenistan	<i>Project documentation</i>	0		2016	40%	60%	80%	Project reports
	3.3 Availability of the methodology to study the labour market as well as methodological tools and techniques to forecast demand and supply on the labour market	<i>Project documentation</i>	No		2016		Да		Project reports
	3.4 Number of the Ministry's specialists trained on estimation and forecasting demand and supply on the labour market	<i>Project documentation</i>	0		2016	5	10	10	Project reports

VI. MONITORING AND EVALUATION

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Quarterly, or in the frequency required for each indicator.	Slower than expected progress will be addressed by project management.		
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.		
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	At least annually	Relevant lessons are captured by the project team and used to inform management decisions.		
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.		
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.		
Project Report	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual	Annually, and at the end of the project (final report)			

	<p>targets at the output level, the annual project quality rating summary, an updated risk long with mitigation measures, and any evaluation or review reports prepared over the period.</p>				
<p>Project Review (Project Board)</p>	<p>The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of-project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.</p>	<p>Specify frequency (i.e., at least annually)</p>	<p>Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.</p>		

VII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS



VIII ANNUAL WORK PLANS

Year: 2017

Expected outputs	Planned Activities	Timeframe				Responsible Party	Planned Budget		
		Q1	Q2	Q3	Q4		Source of Funding	Budget Description	Amount (in manats)
Output 1 Recommendations for improvement of the legislative framework of Turkmenistan in the area of labour and employment	1.1 Review and analysis of the laws and regulations in the area of labour and employment vs. obligations of Turkmenistan in the area of human rights and UN Conventions					International and national experts	71300 71200	24 500 20 000	
	1.2 Develop proposals and revisions to the legal and regulatory documents, and prepare new laws in the area of labour and employment					National experts	71300 74100	18 000 7 000	
	1.3 Organize professional training and experience exchange in the area of labour and employment for the Ministry's specialists					Study tours International trainers	71600 75700	35 000 25 000	
Output 2. Recommendations for modernization of the current labour safety system	2.1 Prepare overview of the current labour safety system in Turkmenistan and provide recommendations for its improvement in accordance with international standards and best practices, including institutional and structural issues, financing, and action plan for developing institutional and staff capacity of the labour safety service					International and national experts	71200 71300	20 000 18 000	
						UNDP	71200 71400	29 500 21 000	
Output 3 Strengthened national capacity to regulate labour market and employment	3.1 Prepare an overview of the current regulatory system for the labour market and employment, including legislative framework, institutional structure, ICT and prepare recommendations for its improvement					International and national experts	71200 71300	70 000 18 000	
						GoT			

	3.2 Prepare recommendations to improve ICT system of the public employment service, including general requirements for the ICT system (formulation of tasks that ICT should be tackling) which will serve as a basis for the development of the TORs to procure/develop a software for the public employment service, and develop methodology on application of different source information to analyse employment data						GoT	71200 71300	34 460 24 540
	3.3 Prepare legal and regulatory documents for effective operation of the public employment service and employment support fund, including management and funding issues						GoT	71300	25 000
Project Management	Project Staff, Office Equipment and Supplies						UNDP	71400 74500	59 500
	Indirect Management Costs (GMS 3%)						GoT	74500	10 500
TOTAL Government of Turkmenistan UNDP									490 000
									350 000 140 000

Year: 2018

Expected outputs	Planned Activities	Timeframe				Responsible Party	Planned Budget		
		Q1	Q2	Q3	Q4		Source of Funding	Description of Budget	Amount (in manats)
Output 1 Recommendations for improvement of the legislative framework of Turkmenistan in the area of labour and employment	1.2 Develop proposals and revisions to the legal and regulatory documents, and prepare new laws in the area of labour and employment					International and national experts	71300 74100	24 500 7 000	
	1.3 Organize professional training and experience exchange in the area of labour and employment for the Ministry's specialists					Study tours International trainers	71400 71600	21 000 35 000	
	1.4 Print legislation, materials, booklets, posters relating to policies and programs in the area of labour and employment					Publishing House	75700	35 000	
	2.2 Conduct trainings for specialists of labour safety on international standards in the area of labour safety and security					Study tours International experts	71600 75700	35 000 35 000	
Output 2. Recommendations for modernization of the current labour safety system	2.3 Prepare legal and regulatory documents for operations of the labour safety service					National experts	71300	28 000	
	3.3 Improve legal and regulatory documents for effective operation of the public employment service and management and funding issues					National experts	71300	35 000	
Output 3 Strengthened national capacity to regulate labour market and employment	3.4 Train the public employment service staff to increase their capacity to better manage public employment system and employment support fund					Study tours International trainers	71600 74100 71200	35 000 10 000 35 000	

	3.5 Prepare methodology to study the current situation at the labour market, including demand and supply provided by educational sector				International expert	UNDP	71200	30 000
	3.6 Train the Ministry's specialists on estimation and forecasting demand and supply at the labour market, and on labour market/employment programming and planning				Study tours International trainers	UNDP GoT	71600 74100 75700	30 172 10 000 24 933
Project management	Project Staff, Office Equipment and Supplies					UNDP	71400 74500	59 500
	Indirect Management Costs (GMS 3%)					GoT	74500	9 879
TOTAL								539 984
Government of Turkmenistan								329 312
UNDP								210 672

YEAR: 2019*

Expected outputs	Planned Activities	Timeframe				Responsible Party	Source of Funding*	Planned Budget	
		Q1	Q2	Q3	Q4			Description of Budget	Amount (in manats)
Output 1 Recommendations for improvement of the legislative framework of Turkmenistan in the area of labour and employment	1.2 Develop proposals and revisions to the legal and regulatory documents, and prepare new laws in the area of labour and employment					International and national experts		71300 71400	24 500 21 000
	1.3 Organize professional training and experience exchange in the area of labour and employment for the Ministry's specialists					Study International trainers		71600 74100 75700	70 000 10 000 25 000
	1.4 Print legislation, materials, booklets, posters relating to policies and programs in the area of labour and employment					Publishing House		75700	17 500
	2.2 Conduct trainings for specialists of labour safety on international standards in the area of labour safety and security					Study tours International trainers		75700 71200 74100	70 000 35 000 10 000
Output 2. Recommendations for modernization of the current labour safety system	2.3 Prepare legal and regulatory documents for operations of the labour safety service					National experts		71300	28 000
	3.3 Improve legal and regulatory documents for effective operation of the public employment service and corresponding employment support fund, including management and funding issues					National experts		71300	35 000
Output 3 Strengthened national capacity to regulate labour market and employment	3.4 Train the public employment service staff to increase their capacity to better manage public employment system and employment support fund					Study tour International trainers		75700 71200 74100	70 000 35 000 10 000

	3.6 Train the Ministry's specialists on estimation and forecasting demand and supply at the labour market, and on labour market/employment programming and planning						International trainers	71600 74100 75700	30 000 10 000 25 000
	3.7 Prepare Terms of Reference to procure/develop software for public employment service						International and national experts	71200	79 390
	3.8 Conduct a labour market survey						National experts	71300	260 000
	3.9 Analysis of the survey outcomes and prepare recommendations for preparation of the labour market/employment programme						International and national experts	71200 71300	70 000 35 000
Project management	Project Staff							71400	42 000
	Office equipment and supplies							74500	17 500
	Indirect project management (GMS-7%)							74500	77 519
TOTAL									1 107 409*

*) Funds for implementation of the 2019 activities are to be mobilized. The source of fund is to be determined at the end of 2018.

VIII. LEGAL CONTEXT AND RISK MANAGEMENT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Turkmenistan and UNDP, signed on 5 October 1993. All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

This project will be implemented by the Ministry of Communal Services “Implementing Partner” in accordance with its financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

1. Consistent with the Article III of the SBAA, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP’s property in the Implementing Partner’s custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:

a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;

b) assume all risks and liabilities related to the Implementing Partner’s security, and the full implementation of the security plan.

2. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the Implementing Partner’s obligations under this Project Document.

3. The Implementing Partner agrees to undertake all reasonable efforts to ensure that no UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml . This provision must be included in all sub-contracts or sub-agreements entered into under/further to this Project Document.

4. Consistent with UNDP’s Program and Operations Policies and Procedures, social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).

5. The Implementing Partner shall: (a) conduct project and program-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or program to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.

6. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any program or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.