

**Strengthening Capacity of the State Border Committee of the Republic of Belarus  
in Combatting Illicit Trafficking of Weapons and Ammunition**

**Republic of Belarus**

**Project Title:** Strengthening Capacity of the State Border Committee of the Republic of Belarus in Combatting Illicit Trafficking of Weapons and Ammunition

**Project Number:** 00113052

**Implementing Partner:** State Border Committee of the Republic of Belarus

**Start Date:** 1 July 2019 **End Date:** 1 July 2021 (implementation period amounts to 24 months starting from the date of project registration)

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**Brief Description**

The **goal** of the project is to strengthen capacity of the State Border Committee of the Republic of Belarus in combatting illicit trafficking of weapons and ammunition.

The project will focus on providing expert and technical support to the State Border Committee in advancing the system of risk analysis, detection and prevention of illicit trafficking of weapons and ammunition. The activities under the project will boost professional capacity of the State Border Committee officers and upgrade the training capacity of the Border Service Institute and Centre for training of border control specialists in delivering qualified training to the specialists engaged in combatting illicit trafficking of weapons and ammunition.

The project will focus on the following interlinked **objectives**:

1. Improving Risk Analysis System of the State Border Committee for combatting illicit trafficking of weapons and ammunition.
2. Increasing capacity of the State Border Committee for effective weapon and ammunition detection at the border crossing points.

The implementation of the project will result in increased security and stability in Eastern Europe and beyond by strengthening capacity of the State Border Committee in combatting illicit trafficking of weapons and ammunition.

**Outcome of UN Development Assistance Framework:**



**1.2.** By 2020, state institutions will ensure responsive, accountable and transparent governance to enable citizens to benefit from all human rights in line with international principles and standards.

**Output of UNDP Country Programme Document: 1.3.** Capacities are developed for efficient, transparent and accountable public service delivery (especially at the local level) in accordance with the rule of law and human rights principles.

**Indicative Output(s) with gender marker:** GEN1

<b>Total resources required:</b>	1,530,000 USD	
<b>Total resources allocated:</b>	1,530,000 USD	
	<b>UNDP:</b>	30,000 USD
	<b>Donor:</b>	1,500,000 USD
	<b>Government:</b>	-

Agreed by (signatures):

UNDP	Implementing Partner
 <b>Alexandra Solovieva,</b> <b>UNDP Resident Representative</b> <b>in the Republic of Belarus</b>	 <b>Anatoly P. Lapo,</b> <b>Chairman of the State Border Committee</b> <b>of the Republic of Belarus</b>
Date: <b>11.06.2019</b>	Date: <b>11.06.2019</b>

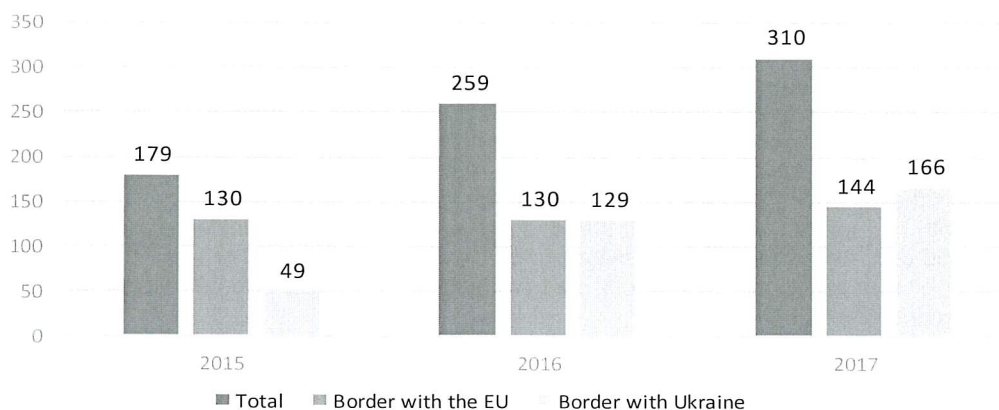
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## I. DEVELOPMENT CHALLENGE

Illicit cross-border trafficking of weapons, ammunition and explosives remains a challenging threat for the Republic of Belarus. Since 2010 more than 1,300 weapons and over 28,200 pieces of ammunition have been detected and confiscated at the border crossing points (BCPs) (see Chart 1). Most weapons and ammunition tend to be seized at the common border with Ukraine and the European Union (EU) countries, mainly with Lithuania and Poland.

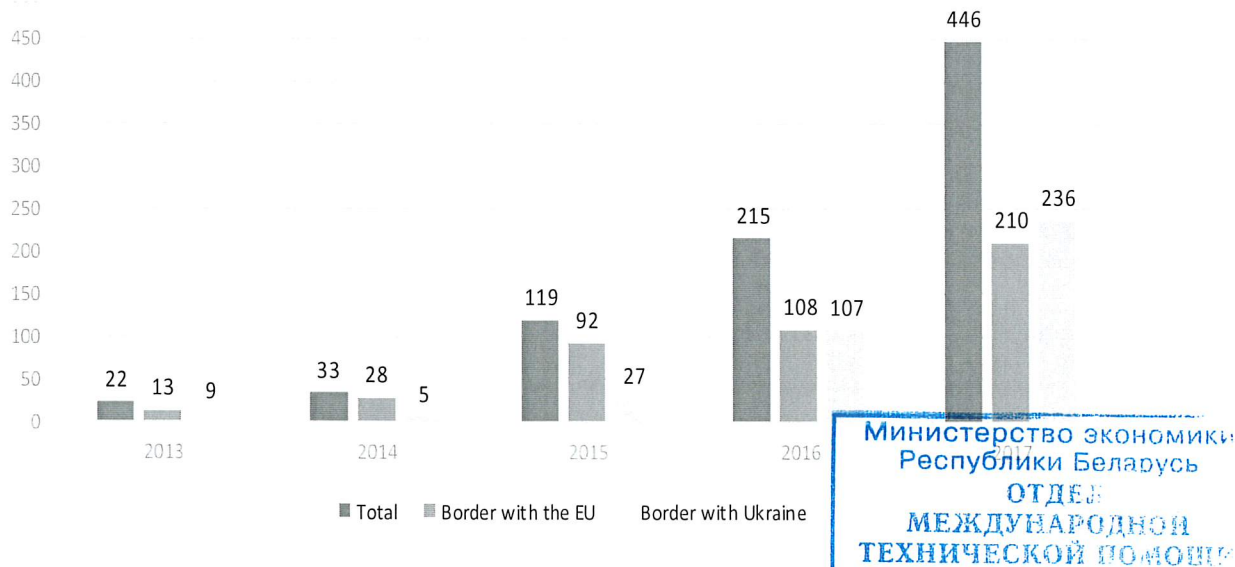
**Chart 1.** Number of weapon pieces\* seized at the Border with the EU and Ukraine from 2015 to 2017



\*Cold weapons constitute 7% of total number of seized weapons in 2015-2016 and 11% in 2017 respectively

The situation in the field of illicit trafficking is affected by certain factors, which include unique geographical location of the Republic of Belarus between the EU and Russia and membership in the Eurasian Economic Union with an eased border control which is regarded by organized criminal groups as a convenient transit corridor for illicit transportation of weapons, ammunition and explosives. The State Border Committee of the Republic of Belarus (SBC) reports on the increasing number of cases of illicit trafficking of weapons and ammunition **at border with the EU** since 2013 (13 cases in 2013, 28 cases in 2014, 92 cases in 2015, 108 cases in 2016, 210 cases in 2017). This issue has become especially critical **at border with Ukraine** since 2015 due to the activation of irregular migration routes established through Belarus and conflict escalation in Ukraine, which caused serious threats of accumulation and exportation of illicit weapons and ammunition from/to combat zones (to compare: 9 cases documented in 2013 at border with Ukraine, 5 cases in 2014, 27 cases in 2015 – as opposed to 106 cases in 2015, 107 cases in 2016 and 236 cases in 2017) (see Chart 2).

**Chart 2.** Number of Cases of Illicit Trafficking of Weapons and Ammunition at the Border with the EU and Ukraine from 2013 to 2017





In general, approximately 50% of all attempts of illicit weapons and ammunition transportation are registered at the border with Ukraine while the remaining 50% account for cases occurring at the common border with the EU. The statistics explicitly indicates the steady and, at the same time, huge increase (100%) in illicit weapons and ammunition seizures over the last year, the number of which may be expected to expand in future requiring meaningful response on the part of the SBC.

The SBC has become the recipient of the technical assistance from international development partners, in particular through implementation of the EU-funded project "Fostering capacities and cooperation on Integrated Border Management among Eastern Partnership training institutions", the EU/UNDP/IOM-funded project "Supporting the Republic of Belarus in Addressing Irregular Migration and Promoting Human Rights of Vulnerable Migrants" (AMBEL), the EU/IOM-funded project "Helping Belarus Address the Phenomenon of Increasing Numbers of Illegal Migrants", etc.

As for the recent and current Integrated Border Management related projects, all of them are focused on capacity-building and providing technical assistance (procurement of equipment and vehicles) mainly to the green border for surveillance and patrolling and are not directly focused on providing assistance to BCPs for efficient prevention of illicit trafficking of weapons, ammunition and explosives. An analysis made by the SBC shows that all attempts of illegal cross-border movement of weapons and ammunition have been taken at BCPs with no reported cases of illicit trafficking of weapons and ammunition across the green border. To this end, the current project aims at advancing the capacities of the SBC to ensure effective response and prevention of illicit trafficking of weapons and ammunition, *inter alia* through strengthening detection and inspection capacities at BCPs.

Several corresponding steps have been already taken by the country within the recent years to eliminate the weapons and ammunition trafficking threats. The SBC initiated development and implementation of conceptually new automated **Risk Analysis System** designed for analysis and forecast of threats at or near the border. Most **BCPs** have been provided with modern infrastructure, however still lack specialized equipment to address new forms of smuggling of weapons and ammunition. In spite of the significant measures being undertaken and serious approach to addressing the situation, the SBC still encounters a shortage of strategic resources, including equipment and cutting-edge experience, requisite to tackle a range of challenges.

Upon request of the SBC, a needs assessment mission of the UNDP South Eastern and Eastern Europe Clearinghouse for the Control of Small Arms and Light Weapons (UNDP SEESAC mission) took place in November 2018 to examine the current situation, identify the main gaps and provide recommendations on further action in the field of risk analysis and detection for more efficient prevention of illicit cross-border trafficking of weapons, ammunition and explosives. The UNDP SEESAC mission conducted visits to the SBC, 3 BCPs in Brest region and education institutions, namely Border Service Institute in Minsk and Centre for training of border control specialists in Brest. To ensure the effective response to the needs of the state, the current project document relies on the recommendations and findings of the UNDP SEESAC mission which were reflected in the respective Needs Assessment Report of the border control capacities of the Republic of Belarus.

### Border Risk Analysis

The SBC includes the Strategic Risk Analysis and Planning Department with a network of subordinate information and analytical units deployed at the regional level in each border detachment. Risk analysis units (1 at the central level, 9 at the regional level, 1 at Minsk National airport) are responsible for collecting and processing field statistics ranging from the number of violations detected to persons detained. Such operational data and other available information become the basis for compiled statistics. Although the SBC uses this information to produce quarterly and annual statistical reports, it does not apply available data to make a proper analysis and generate a forecast or profile of threats at or near the border.

In order to fill this gap, since 2017 the SBC has been taking continuous efforts to set up a new Risk Analysis System which aims at ensuring timely collection of the information and analysis of the situation at the state border as well as providing the opportunities to forecast trends and developments which would serve as a basis for proper countermeasures to prevent criminal activities across the border.

The SBC has been taking an active part in the Eastern Partnership Risk Analysis Network and various training activities organized by FRONTEX on risk analysis and profiling, but the national risk analysis model has not been developed yet. One of the constraints of the existing Risk Analysis System relates to low functionality of currently available server and network equipment which are outdated and unreliable in



operation. Border risk analysis units lack both up-to-date licensed software, including i2 Analyst's Notebook, and hardware to be used for evaluation and analysis of threats and risks of illicit trafficking of weapons and ammunition. In addition, the absence of an equipped training classroom, training methodology and curriculum devoted to the risk analysis and management at the Border Service Institute leads to insufficient qualification and underdeveloped skills of border personnel engaged into risk analysis and profiling.

## BCPs

In total there are 82 BCPs – local, interstate and international – operating at the Belarus national border. BCPs have modern infrastructure and are well equipped in accordance with international standards. However, some of the equipment is outdated and not sufficient for preventing all forms of cross-border crimes. In particular, there is no specialized equipment, apart from metal detectors and endoscopes, that can be used to detect new types of weapons (e.g. weapons made of polymers) and certain types of explosives (e.g. liquid explosives).<sup>1</sup>

The SBC has the Centre for training of border control specialists (located in Brest) to prepare controller and inspection personnel serving at the BCPs. However, there is no dedicated training course and methodology to train controller and inspection specialists to detect illicit weapon and ammunition, as well as no specialised classroom with relevant equipment. Currently, graduates obtain detection skills during their practical work at BCPs. As a consequence, personnel serving at BCPs have insufficient qualification and skills for detection of weapon and ammunition, especially in terms of profiling persons and vehicles crossing the border, inspection techniques, most recent forms of concealments, main modus operandi used by smugglers at BCPs and proper skills to use special equipment.

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## II. STRATEGY

The **goal** of the project is to strengthen the capacity of the SBC in combatting illicit trafficking of weapons and ammunition.

The project will provide technical and expert support to the SBC and will focus on the following interlinked **objectives**:

1. Improving Risk Analysis System of the SBC for combatting illicit trafficking of weapons and ammunition.
2. Increasing capacity of the SBC for effective weapon and ammunition detection at the BCPs.

The project builds on the results of the finalized UNDP project of international technical assistance “Capacity Building of Small Arms and Light Weapons Stockpile Management and Security”, funded by OSCE and EU and aimed at strengthening the safety measures at the small arms and light weapons storages. By taking actions aimed at preventing illicit trafficking and dissemination of weapons and ammunition, the current project will contribute to the achievement of SDG 16 – promoting peaceful and inclusive societies for sustainable development, providing access to justice for all and building effective, accountable and inclusive institutions at all levels.

The project will facilitate the implementation of the provisions of the UN Programme of Action to Prevent, Combat and Eradicate the Illicit Trade in Small Arms and Light Weapons in All its Aspects which focuses on improving import/export controls and stockpile management of small arms. The project will also help undertake measures required by International Tracing Instrument in marking, record-keeping and tracing of small arms and light weapons.

The project complies with the national interests of the Republic of Belarus in particular in the field of Integrated Border Management, the concept of which is currently being developed by the state. The project also supports the implementation of a number of activities of the UN Development Assistance Framework for the Republic of Belarus (UNDAF) for 2016-2020 and Country Programme Document for the Republic of Belarus for 2016-2020.

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<sup>1</sup>Needs Assessment Report of the border control capacities of the Republic of Belarus: UNDP South-Eastern and Eastern Europe Clearinghouse for the Control of Small Arms and Light Weapons (UNDP SEESAC)



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### III. RESULTS AND PARTNERSHIPS

#### *Expected Results*

#### **3.1. Long-term Socio-economic Impact**

The implementation of the project will result in increased security and stability in Belarus, Eastern Europe and beyond by mitigating the risk of spread and illicit trafficking of weapons and ammunition.

#### **3.2. Medium-term Outcome**

The project will strengthen capacity of the SBC in combatting illicit trafficking of weapons and ammunition.

#### **3.3. Practical Outputs**

**Output 1. Risk Analysis System of the SBC for combatting illicit trafficking of weapons and ammunition improved.**

**Output 2. Capacity of the SBC for effective weapons and ammunition detection at BCPs increased.**

#### **3.4. Activities**

The project shall be implemented over a two-year period with some activities being conducted in parallel. Certain interventions will be carried out in 2 phases. Phase I will cover activities aimed at advancing Risk Analysis Service and enhancing capacities of specialists engaged in risk analysis and profiling. Phase II will be devoted to strengthening SBC detection and inspection capacity at BCPs, in particular through procurement of equipment, which will be determined and prioritized based on the risks and threats to be identified by SBC risk analysts in the wake of Phase I activities.

All project activities shall be carried out with explicit consideration of gender equality. The project pays particular attention to enhancing knowledge, practical experience and skills of the SBC representatives and introducing best practices in weapons and ammunition detection and risk analysis by organizing study visits to EU Member States with land, railway and air BCPs and by engaging EU experts who will provide specialized knowledge and support during the delivery of project activities (trainings, seminars, workshops, design of training modules and courses). To ensure development effectiveness and to track the progress against planned results, independent evaluation mission will be organized at the final stage of the project implementation.

#### **Output 1. Risk Analysis System of the SBC for combatting illicit trafficking of weapons and ammunition improved.**

Activity result: Risk Analysis System upgraded in accordance with international standards, technical capacity of the SBC Risk Analysis Service advanced, SBC risk analysis personnel exposed to best international practices, training capacity of the SBC Border Service Institute enhanced through development of risk analysis training module, education course and methodology.

#### Activity 1.1: Develop professional skills and qualifications of the SBC Risk Analysis Service personnel in accordance with the international standards and best practices.

1 study visit (potentially to Germany or Slovakia) to get acquainted with the best practices in risk profiling and 1 study visit (potentially to Finland or Poland) to examine advanced approaches in training of risk analysis experts will be organized during the project implementation. It is planned that each visit will be organised for 5 SBC officers and will last 3-4 days.

A train-the-trainer workshop for SBC personnel will be held to advance knowledge and skills in order for them to deliver future trainings on risk analysis for the SBC officials at the central, regional and local levels. The training will be organised for 10 SBC instructors and will last 5 days.

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Activity 1.2: Enhance technical capacity of the Risk Analysis Service by providing SBC with risk analysis data collection and processing software and hardware equipment.

Up-to-date licensed software and hardware (including powerful servers) to store, process and visualize information related to risk analysis will be procured and deployed to 11 units at both central and regional levels to perform efficient and well-timed data collection and risk analysis. 1 set of hardware and software equipment will be also procured to the SBC Border Service Institute to ensure delivery of quality training to future risk analysts.

Activity 1.3: Advance training capacity of the SBC Border Service Institute in risk analysis for combatting illicit trafficking of weapons and ammunition.

2 risk analysis experts from the EU will provide support in developing a training module on risk analysis for the SBC Border Service Institute to prepare specialists in risk profiling and analysis. EU experts' support will be also provided to design methodology, curriculum and syllabus of the education course on risk analysis with new training module being integrated into the course.

To ensure that training module and course reflect national needs and context, it will be elaborated by the EU experts in cooperation with the SBC representatives during 2 three-day seminars. As planned, each seminar will engage 10-12 participants and utilize knowledge and best practices obtained during the study visits within the project.

To provide quality tailored training of specialists in risk analysis and ensure for them possibility to gain hands-on experience, a classroom will be arranged at the SBC Border Service Institute. It will include organization of repair works, procurement of classroom furniture, computers and equipment as well as production of teaching materials requisite to deliver training.

**Output 2. Capacity of the SBC for effective weapons and ammunition detection at BCPs increased.**

Activity result: border personnel trained and introduced to the best practices in weapons inspection and detection, technical capacity of the BCPs boosted for efficient detection of weapons and ammunition, training capacity of Centre for training of border control specialists in Brest advanced through elaborated weapons and ammunition detection training module, education course and methodology.

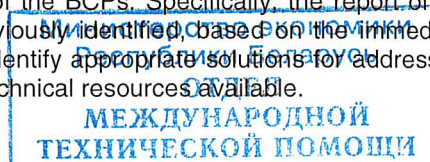
Activity 2.1: Develop professional skills and qualifications of BCPs personnel in efficient detection of weapons and ammunition.

1 study visit for the SBC weapons detection specialists (potentially to Romania or Poland) to examine the best experience and practices in profiling, inspection and detection at BCPs and 1 study visit (potentially to Croatia or Hungary) to encounter cutting-edge practices in training of border inspection and controller staff to effectively detect illicit weapon and ammunition. Each visit will be organised for 5 border officers and will last 3-4 days.

A series of 6 field trainings will be organized for the personnel at the BCPs to enhance their professional skills in profiling techniques, inspection methods, most popular concealments and main smuggling modus operandi. The trainings will be arranged in 5 regions for the officers serving at BCPs with Poland, Lithuania, Latvia, Ukraine and at air crossing point in Minsk. Each training will be organized for 10-15 SBC representatives and will last 3 days.

Activity 2.2: Organise a needs assessment mission taking account of risk analysis, cost benefit analysis, mobility and categorization of BCPs.

An in-depth needs assessment mission will be conducted to support the SBC in taking the appropriate evidence-based measures for improving the technical capacity of the BCPs. Specifically, the report of the mission will analyse and prioritize the challenges and gaps previously identified based on the immediate needs and the level of risk that each BCP is exposed to; it will identify appropriate solutions for addressing these challenges, taking into account the human, financial, and technical resources available.





Activity 2.3: Strengthen technical basis of the Belarus-EU and Belarus-Ukraine BCPs for effective detection of weapons and ammunition.

Inspection and detection equipment will be procured to the selected BCPs based on the findings and recommendations of the in-depth needs assessment mission as well as risk profiles and forecasts trends developed by the Risk Analysis Service. Samples of inspection and detection equipment will be also procured to the Centre for training of border control specialists to provide trainees with practical aspects of weapons and ammunition detection.

Activity 2.4: Enhance training capacity of the Centre for training of border control specialists in detection of illicit weapons and ammunition.

Support of 2 EU detection experts will be provided to develop a training module and educational course with designed methodology, curriculum and syllabus for the Centre for training of border control specialists to prepare future inspection and controller personnel at BCPs to detect illicit weapons, ammunition and explosives.

A training course and module will be further elaborated during 2 two-day seminars, conducted by EU experts with participation of 8-10 SBC officials.

**Sustainability arrangements**

The sustainability of the project outcome will be ensured by the activities aimed at strengthening the Risk Analysis System which is tasked with providing forecast on trends in illicit trafficking of weapons and ammunition. Such interventions sustained with technical upgrades at the BCPs will contribute to establishing strong system of weapons and ammunition prevention which will have a long-term impact on the SBC activity in this field.

The specialized classroom at the SBC Border Service Institute as well as elaboration of the training modules and education courses with designed methodology, curriculum and syllabus will contribute to sustainability of training and will have lasting impact on the performance of the professionals engaged in combating illicit trafficking of weapons and ammunition. The educational materials developed in framework of the project will be utilized beyond the project's closure and will remain relevant and up-to-date at least for several years after the project's ending date. The participants will continue to utilize the know-how and expertise acquired through the project beyond its completion.

**Visibility**

The project interventions will be supported by the UNDP visibility activities to ensure that actions funded by the Donor incorporate information designed to raise awareness of the reasons for and impact of the project. UNDP will apply different tools and methods in a comprehensive manner to ensure high visibility outputs.

**Stakeholders and beneficiaries of international technical assistance of the project**

The SBC is the principal recipient of international technical assistance under this project. The beneficiary of the project is the population of the Republic of Belarus and of the bordering EU countries.

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## **IV. PROJECT MANAGEMENT**

The project's day-to-day implementation will be carried out by the Project Management Team consisting of a Project Manager (100% employment), Administrative and Finance Assistant (100% employment) and Procurement Specialist (100% employment for 16 months), Terms of Reference in Annex 2. The Project Manager is responsible for daily management and decision-making for the project that are within his/her responsibilities. The Project Manager's primary responsibility is to ensure that the project produces the outputs, specified in the project document, to the required standard of quality and within the specified constraints of time and costs. The Project Manager will be supported by Administrative and Finance Assistant and Procurement Specialist. Additional assistance may be provided by the individual short-term consultants. Expenses for the services of the abovementioned personnel will be recovered in amount not exceeding the limits, set in budget for this category of expenses.

The Project Management Team will be located in the premises rented in accordance with the requirements of the legislation of the Republic of Belarus. In addition to the Project Management Team, the UNDP Country Office will provide operation support in terms of procurement of goods and services including hiring experts and consultants, tickets purchasing and ensuring official travel arrangements, carrying out payments and financial transactions, and other required administrative support in line with the relevant UNDP rules and regulations. The UNDP Programme Analyst supported by UNDP Programme Associate will provide programme support and be responsible for project implementation oversight and operationalization of the linkages with other similar initiatives and projects. UNDP support shall be subject to the annual work plan and shall be provided on a cost-recovery basis. Expenses for the operation services will be recovered in accordance with the fee-based method as specified in Annex 1 based on the number of transactions and transaction fee in accordance with the Country Office pricelist. Expenses for the programme services will be recovered in accordance with the actual staff cost method as indicated in Annex 1 based on actual number of hours worked by UNDP staff.

UNDP Belarus will maintain the oversight and management of the overall project budget. It will be responsible for monitoring project implementation and timely reporting of the progress to the donor/donors. Furthermore, it will support the coordination and networking with other related initiatives and institutions in the country.




## V. RESULTS FRAMEWORK

Intended UN Development Assistance Framework outcome:									
Outcome 1.2: By 2020, state institutions will ensure responsive, accountable and transparent governance to enable citizens to benefit from all human rights in line with international principles and standards.									
Intended UNDP Country Programme Document output:									
Output 1.3: Capacities are developed for efficient, transparent and accountable public service delivery (especially at the local level) in accordance with the rule of law and human rights principles.									
Applicable outcomes from UNDP Strategic Plan:									
Outcome 2: Citizen expectations for voice, development, the rule of law and accountability are met by stronger systems of democratic governance.									
Outcome 5: Countries are able to reduce the likelihood of conflict and lower the risk of natural disasters, including from climate change.									
Project title and Atlas Project Number: Strengthening Capacity of the State Border Committee of the Republic of Belarus in Combatting Illicit Trafficking of Weapons and Ammunition, No. 00113052									
EXPECTED OUTPUTS	OUTPUT INDICATORS	DATA SOURCE	BASELINE		TARGETS			DATA COLLECTION METHODS & RISKS	
			Value	Year	Year 1 (2019)	Year 2 (2020)	Year 3 (2021)		Final Result
Output-1. Risk Analysis System of the SBC for combatting illicit trafficking of weapons and ammunition improved	1.1 Number of the SBC officials exposed to best international practices in risk analysis	Project reports: activities implementation and analysis of lists of participants; agendas and event summaries  Feedback from participants, including information received using of knowledge	0	2018	At least 5	At least 5	0	At least 10	Methods of data collection: Content-analysis of project-related documents  Analysis of reports and events summaries  Monitoring and Evaluation  Interviews with the participants  Observing for the work of the Project Board



<p>1.2 Number of instructors on risk analysis trained in accordance with international standards</p>	<p>Project reports: activities implementation and analysis of lists of participants; agendas and event summaries</p>	0	2018	0	0	At least 10	At least 10	<p>Risks: Delays in receiving information and data</p>
	<p>Feedback from participants, including information evidenced using of received knowledge</p>							
	<p>International experts report</p>							
<p>1.3 Availability of up-to-date hardware and software related to risk analysis at 11 risk analysis units and SBC Border Service Institute</p>	<p>Project reports: activities implementation</p>	No	2018	Yes	Yes	Yes	Yes	
	<p>Evaluation mission report</p>							
	<p>SBC report</p>							
<p>1.4 Availability of training module and education course on risk analysis developed in accordance with best international practices</p>	<p>Project reports: activities implementation</p>	No	2018	No	No	Yes	Yes	
	<p>Project reports: monitoring</p>							
	<p>SBC report</p>							
	<p>International experts report</p>							

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	1.5 Availability of arranged risk analysis classroom at the SBC Border Service Institute	Project reports: activities implementation  Project reports: monitoring  SBC report	No	2018	No	No	No	Yes	Yes
<b>Output 2.</b> <b>Capacity of the SBC for effective weapons and ammunition detection at BCPS increased</b> 	2.1 Number of the SBC officials exposed to best international practices in weapons and ammunition detection	Project reports: activities implementation and analysis of lists of participants; agendas and event summaries  Feedback from participants, including information received using of knowledge	0	2018	At least 5	0	At least 10		
	2.2 Number of the SBC officials in the regions who received training on effective weapons and ammunition detection	Project reports: activities implementation and analysis of lists of participants; agendas and event summaries  Feedback from participants, including information received using of knowledge  International experts report	0	2018	At least 75	0	At least 75		

	2.3 Availability of the needs assessment mission report	Needs assessment report	No	2018	No	Yes	Yes	
	2.4 Availability of modern technical equipment for effective weapons and ammunition detection at 8 BCPs and Centre for training of border control specialists	Project reports: activities implementation Evaluation mission report SBC report	No	2018	No	Yes	Yes	
	2.5 Availability of training module and education course on detection and inspection developed in accordance with best international practices	Project reports: activities implementation Project reports: monitoring SBC report International experts report	No	2018	No	Yes	Yes	

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## VI. MONITORING AND EVALUATION

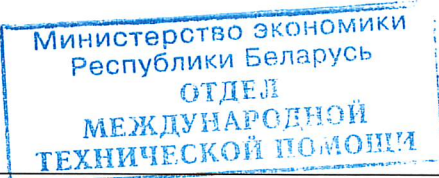
In accordance with UNDP's programming policies and procedures, the project will be monitored through the following monitoring and evaluation plans:

Monitoring Activity	Purpose	Frequency	Expected Action
Track results progress	Collect data to assess the progress of the project in achieving the outputs.	Throughout overall implementation period	Collection of quality and reliable data and information.
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.	At least twice per year	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.
Lessons learned	Knowledge, good practices and lessons learned will be captured regularly, as well as actively sourced from other initiatives and integrated back into the project.	At least annually	Relevant lessons are captured by the project management 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 project performance.	Every two years	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.
Review and Make Project Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons learned and quality will be discussed by the Project Board and used to make project course corrections.
Project Report	A project progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level.	Annually, including at the end of the project (final report)	Progress report includes the annual project quality rating summary, an updated risk log with mitigation measures, as well as the evaluation documents prepared over the period.
Project Review (Project Board)	The Project Board will hold regular project reviews to assess its performance 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.	At least annually	Any project quality concerns or its slower than expected progress should be discussed by the Project Board, and management actions agreed to address the issues identified.

## VII. MULTI-YEAR WORK PLAN

EXPECTED OUTPUTS	PLANNED ACTIVITIES	IMPLEMENTATION PERIOD			RESPONSIBLE PARTIES	PLANNED BUDGET	
		Year 1 (2019)	Year 2 (2020)	Year 3 (2021)		Funding Source	Amount (USD)
Output 1: Risk Analysis System of the SBC for combatting illicit trafficking of weapons and ammunition improved	Activity 1.1: Develop professional skills and qualifications of the SBC Risk Analysis Service personnel in accordance with the international standards and best practices				SBC, UNDP	Donor	72100 – Contractual Services-Companies 75700 – Training, Workshops, Conferences 71600 – Travel 71300 – Local Consultants 28,441
	Activity 1.2: Enhance technical capacity of the Risk Analysis Service by providing SBC with risk analysis data collection and processing software and hardware equipment				SBC, UNDP	Donor	70000 – Procurement of Hardware and Software 71300 – Local Consultants 498,521
	Activity 1.3: Advance training capacity of the SBC Border Service Institute in risk analysis for combatting illicit trafficking of weapons and ammunition				SBC, UNDP	Donor	74200 – Audio/ Visual/Print Production 72200 – Equipment and Furniture 72800 – Information Technology Equipment 72100 – Contractual Services-Companies 71200 – International Consultants 75700 – Training, Workshops, Conferences 71600 – Travel 84,187
Sub-Total for Output 1							611,149

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<b>Output 2:</b> <b>Capacity of the SBC for effective weapons and ammunition detection at BCPs increased</b>							Activity 2.1: Develop professional skills and qualifications of BCPs personnel in efficient detection of weapons and ammunition				SBC, UNDP	Donor	72100 – Contractual Services-Companies 75700 – Training, Workshops, Conferences 71600 – Travel 71300 – Local Consultants	56,883
							Activity 2.2: Organise needs assessment mission taking account of risk analysis, cost benefit analysis, mobility and categorization of BCPs				SBC, UNDP	Donor	71200 – International Consultants 71600 – Travel	22,753
							Activity 2.3: Strengthen technical basis of the Belarus-EU and Belarus-Ukraine BCPs for effective detection of weapons and ammunition				SBC, UNDP	Donor, UNDP	70000 – Procurement of Hardware and Software 71300 – Local Consultants	436,652
							Activity 2.4: Enhance training capacity of the Centre for training of border control specialists in detection of illicit weapons and ammunition				SBC, UNDP	Donor	71200 – International Consultants 72100 – Contractual Services-Companies 75700 – Training, Workshops, Conferences 71600 – Travel 71300 – Local Consultants	28,441
							<b>Sub-Total for Output 2</b>							<b>544,729</b>



Project Management						UNDP	Donor	71400 – Contractual Services – Individuals 72100 – Contractual Services-Companies 71300 – Local Consultants 72500 – Supplies 74500 – Bank fees, Insurance 72400 – Connectivity Charges 72200 – Equipment and Furniture 72800 – Information Technology Equipment 74200 – Audio/ Visual/Print Production	212,461
	UNDP Country Office Support Services					UNDP	Donor	64300/74500 – Country Office Support	24,437
	Project Evaluation					Independent Evaluation Mission	Donor	71200 – International Consultants 71300 – Local Consultants	23,891
	General Management Support (8%)					UNDP	Donor, UNDP	75100 - Facilities and Administration	113,333
	<b>TOTAL</b>								<b>1,530,000</b>

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## VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

The project will be implemented in the national implementation modality with the support of the UNDP Country Office according to UNDP rules and procedures and taking account of national legislation of the Republic of Belarus.

The SBC is a republican body of state administration, which carries out state border policy, ensures border security, coordinates state bodies and other organizations in the field of state border policy and security. The SBC will act as the Implementing Partner responsible for general direction of the project implementation, effective utilization of the project resources and achievement of the intended results. Implementing Partner will be supported by Project Management Team consisting of a Project Manager, Administrative and Finance Assistant and Procurement Specialist who will carry out daily management of the project.

The SBC will appoint National Project Coordinator who will be responsible for project implementation on behalf of the Implementing Partner and for coordination of project activities.

UNDP will ensure necessary support and conditions for the implementation of the project by the Implementing Partner (UNDP support is specified in section IV "Project Management" of the project Document). Since support to project implementation under national implementation modality can be provided by UNDP only upon Implementing Partner's request, the parties agreed that project document duly registered with the Ministry of Economy of the Republic of Belarus, containing Annex 1 "Provision of UNDP Country Office Support Services in Implementation of the Project" and multi-year work plan with distribution of activities and financial resources breakdown by year (section VII of the project document) constitute a request for provision of UNDP services.

In order to achieve project outputs, UNDP may propose alternative project activities or additional to those identified in this project document subject to the approval of the Implementing Partner. UNDP will facilitate a regular strategic advice of the international UNDP SEESAC experts throughout the project implementation process.

Technical and other equipment, supplies and other property financed or provided by UNDP shall belong to UNDP unless and until the ownership thereof is transferred, in accordance with UNDP rules and procedures.

### Project Board

The Project Board will be established at the inception phase of the project. The Project Board is the body responsible for making management decisions for the project and provision of recommendations to the Project Manager. In order to ensure UNDP's accountability, the Project Board decisions will be made in compliance with standards that shall ensure management for development results, best value for money, fairness, integrity, transparency and effective international competition. The Project Board will meet at least 2 times a year, including meetings at the beginning and at the end of the project, to assess progress against planned results, determining the strategic directions of the project implementation and corrective measures, as well as to measure results. The Project Board may be also be convened to adopt decisions when tolerances (normally in terms of time and budget) have been exceeded during project implementation. Terms of Reference for the Project Board is provided in Annex 2.

National Project Coordinator is the Chairperson of the Project Board.

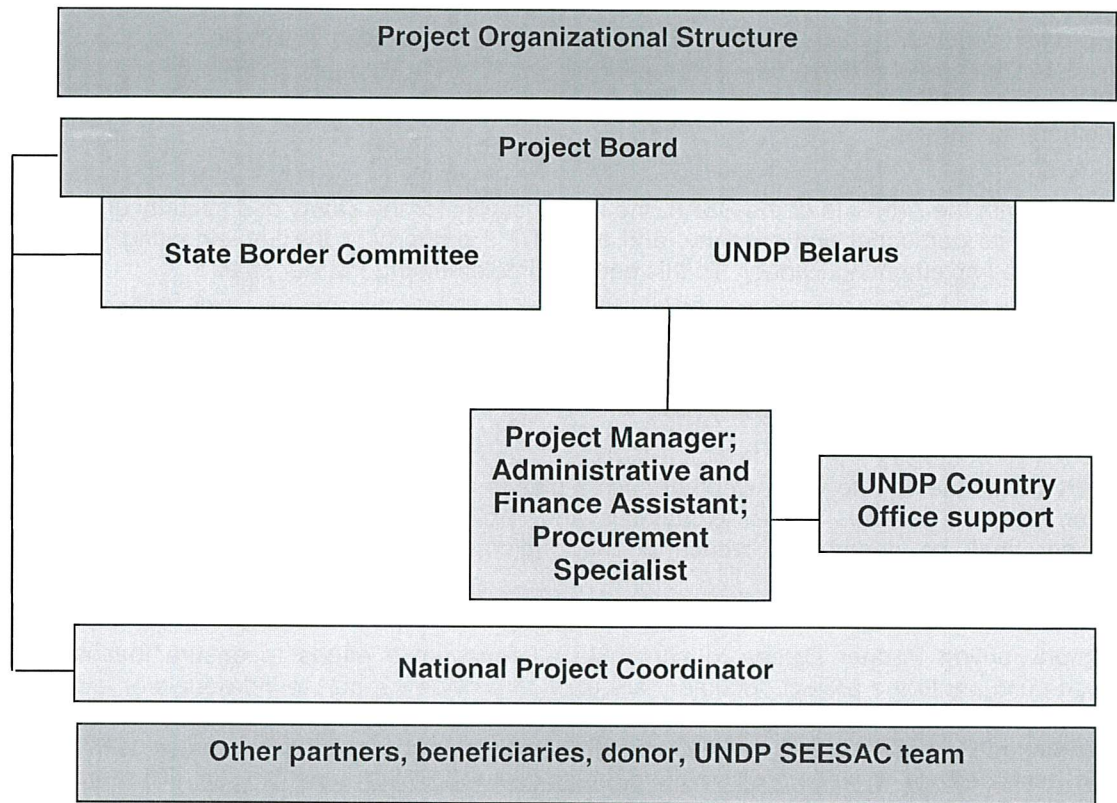
The Project Board chaired by the National Project Coordinator includes representatives of the following agencies, organizations and institutions:

- SBC;
- UNDP through Deputy Resident Representative (or Programme Analyst).

Representatives of other interested parties, including partners, beneficiaries, donor, other UN agencies and civil society organizations, may be included into the Project Board upon agreement of all members of the Project Board. Members of the UNDP SEESAC team may take part in the Project Board meetings in the advisory capacity.

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The role of project assurance, including project oversight and monitoring, is assumed by the Project Board while UNDP Programme Analyst / Programme Associate carries out daily project oversight and monitoring functions.



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## IX. LEGAL CONTEXT

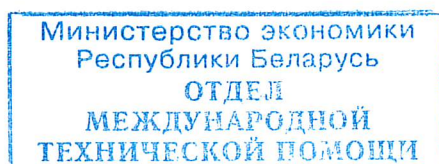
This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement (SBAA) between the Government of the Republic of Belarus and UNDP, signed on 24 September 1992. All references in the SBAA to "Executing Agency" shall be deemed to refer to "Implementing Partner."

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

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to improve 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.

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 [www.un.org/sc/suborg/en/sanctions/1267/aq\\_sanctions\\_list](http://www.un.org/sc/suborg/en/sanctions/1267/aq_sanctions_list). This provision must be included in all sub-contracts or sub-agreements entered into under/further to this project document.





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## **X. ANNEXES**

**ANNEX 1.** Provision of UNDP Country Office Support Services in Implementation of the Project.

**ANNEX 2.** Terms of Reference of the Project Board and Key Management Positions.

**ANNEX 3.** Risk analysis.

**ANNEX 4.** Social and Environmental Screening.

**ANNEX 5.** Project Budget.

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## ANNEX 1. PROVISION OF UNDP COUNTRY OFFICE SUPPORT SERVICES IN IMPLEMENTATION OF THE PROJECT

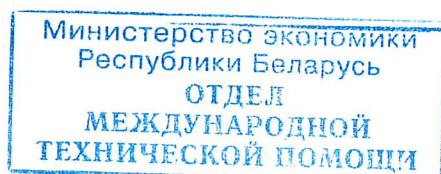
1. At the request of the Implementing Partner, the UNDP Country Office may provide the following support services for the implementation of activities of the project:
  - a) Selection and/or recruitment of project personnel;
  - b) Identification and facilitation of training activities;
  - c) Procurement of goods and services;
  - d) Other services (detailed description in paragraph 6 below)
2. The provision of services by the UNDP Country Office shall be made in accordance with the UNDP regulations, rules, policies and procedures. If the requirements for support services of the UNDP Country Office change during the life of project, the Annex may be revised with the mutual agreement of the UNDP Resident Representative and Implementing Partner.
3. The relevant provisions of the Standard Basic Assistance Agreement (SBAA), signed between the Government of the Republic of Belarus and UNDP on 24 September 1992, including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed project through its designated institution. The responsibility of the UNDP Country Office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the table below.
4. Any claim or dispute arising under or in connection with the provision of support by the UNDP Country Office shall be handled pursuant to the relevant provisions of the SBAA.
5. The costs of support services provided by UNDP Country Office shall be charged to the project budget using one of the following methods:

Option A. Fee based method, when the UNDP Country Office charges the project for provided services based on number of transactions and transaction fee in accordance with the Country Office pricelist.

Option B. Actual staff cost method, when the UNDP Country Office charges the project for provided services based on actual number of hours worked by UNDP staff directly for the activities of the project, and actual total hourly cost.

The method of cost recovery shall be determined by UNDP giving due consideration to donor's requirements, as well as to the volume of services in accordance with the work plan and project budget.

6. In accordance with UNDP rules and regulations, the UNDP Country Office shall provide support services for the project as described below:



Support services	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
1. <b>Payment process</b> ( <i>creation and processing AP vouchers in ERP system, budget check, disbursement, VAT refund</i> )	In accordance with the project annual work plan	Actual cost calculated based on the selected method: option A or option B (see par 5 above)	The cost shall be charged to specific budget lines within the approved budget limits and solely for the activities and services falling within the period of project duration.
2. <b>Disbursements</b> ( <i>paycycle in ERP system, disbursement, VAT refund</i> )			
3. <b>Processing Deposits</b>			
4. <b>General Ledger Journal Entry Processing</b>			
5. <b>Personnel selection and recruitment process</b> Advertising Short-listing Interviewing			
6. <b>Administration and Management of Personnel and the system of Benefits and allowances under the contract</b> ( <i>one-time fee per staff at the issuance of a contract</i> )			
7. <b>Recurrent personnel management services</b> Local Payroll and Banking Performance evaluation Contract Extension Leave monitoring			
8. <b>Consultant recruitment</b> Advertising Short-listing Selection Contract issuance			
9. <b>Procurement of goods and services with high estimated contract value \$50,000 and more</b> Identification and selection Contracting/issue purchase order			
10. <b>Procurement of goods and services with low estimated contract value less than \$50,000</b> Identification and selection Contracting/issue purchase order			
11. <b>Travel management</b> Travel authorization and claim settlement Tickets issuance Visa support			
12. <b>Issue/renew project staff ID</b>			
13. <b>Disposal of Equipment</b> ( <i>disposal and transfer of equipment</i> )			





14. <b>ICT support services</b> MS Office 365 Enterprise package ( <i>Office applications, Messaging (Outlook, Calendar, etc), OneDrive, Skype, Yammer, etc</i> ); Facilitating videoconference Other services			
15. <b>Security support services</b> ( <i>security clearance of project premises, maintenance of warden system</i> )			

7. Apart from the project activities implementation services, the UNDP Country Office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP Country Office shall ensure that the capacity of the Government-designated institution is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP Country Office in providing such support services shall be recovered from the administrative budget of the office.



## **ANNEX 2. TERMS OF REFERENCE OF THE PROJECT BOARD AND KEY MANAGEMENT POSITIONS**

### **PROJECT BOARD TERMS OF REFERENCE**

The Project Board shall be set up to ensure monitoring and strategic advising on the project implementation.

#### **Composition and organizational structure:**

The Project Board chaired by the National Project Coordinator includes representatives of the following agencies, organizations and institutions:

- SBC;
- UNDP through Deputy Resident Representative (or Programme Analyst).

Each organization shall appoint its representative(s) to the Project Board and shall possess one voice. Representatives of other interested parties, including partners, beneficiaries, donor, other UN agencies and civil society organizations, may be included into the Project Board upon agreement of all members of the Project Board. Members of the UNDP SEESAC team may take part in the Project Board meetings in the advisory capacity.

#### **Summary of key functions:**

- Analysis and elaboration of recommendations on the strategy of implementing project activities;
- Support to the implementation of the project;
- Consideration and approval of project progress and final reports;
- Evaluation of the attained project results;
- Consideration and approval of annual work plans and other key project documentation if necessary;
- Consideration of any other issues of the project implementation.

#### **Project implementation:**

- Provide overall guidance and direction to the project;
- Decision-making on the issues put for consideration before the Project Board;
- Provide guidance and agree on possible countermeasures/management actions to address specific risks;
- Coordinate actions with already existing initiatives and projects on related issues, in order to avoid duplication, seek to create complimentary and synergies;
- Agree on tolerances in the annual work plan and quarterly plans (when required);
- Conduct regular meetings to review the Project Quarterly Progress Report and provide direction and recommendations to ensure that the deliverables are produced satisfactorily according to agreed plans;
- Review Combined Delivery Reports prior to certification by the Implementing Partner;

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- Review and approve end project report, make recommendations for follow-on actions;
- Provide ad-hoc direction and advice for exceptional situations when the tolerances are exceeded;
- Assess and decide on project changes through revisions.

#### **Project Closure:**

- Assure that all project deliverables have been produced satisfactorily;
- Review and approve the Final Project Review Report, including lessons-learned;
- Make recommendations for follow-on actions;
- Certify operational completion of the project.

#### **PROCEDURES**

The Project Board will meet at least 2 times a year, including meetings at the beginning and at the end of the project, to assess progress against planned results, determining the strategic directions of the project implementation and corrective measures, as well as to measure results. The first meeting of the Project Board members shall be organized immediately after project registration.

The Administrative and Finance Assistant shall act as the Project Board Executive Secretary. He/she shall also be responsible for the preparation of the materials required for the Project Board sittings. The Executive Secretary has an advisory function and does not vote on the Project Board decisions.

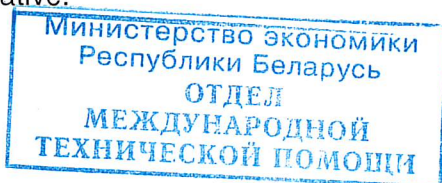
The time and venue of the sittings shall be coordinated by the Executive Secretary with its members. Each Project Board member must be informed on the venue, time and agenda in advance.

The Project Board sittings shall be legally competent if all members (SBC and UNDP) are present. In case of inclusion of other members in the Project Board composition, sittings of the Project Board shall be legally competent if quorum is in place – when at least half of the Project Board members are present. In exceptional cases, the Project Board members may be polled by telephone or email.

All parties involved in the project implementation are entitled to submit proposals to the Project Board.

The Project Board sitting minutes shall be signed by the Chairperson.

The Project Board decisions shall be taken on the basis of the consensus of the participants. In case a consensus cannot be reached within the Project Board, final decision shall rest with the UNDP Resident Representative.





In order to ensure UNDP's ultimate accountability, Project Board decisions should be made in accordance to the standards under UNDP Financial Rules and Regulations that shall ensure management to reach outcomes in the sphere of development, best value to money, fairness, integrity, transparency and effective international competition.

Representatives of appropriate state structures, partners, beneficiaries, donor, other UN agencies and civil society organizations can be invited to the Project Board sittings as deemed necessary.

The decision on the recipient of the equipment procured within the project shall be taken by Project Board members during its sitting.

## **TERMS OF REFERENCE OF KEY MANAGEMENT POSITIONS**

### **Position: PROJECT MANAGER**

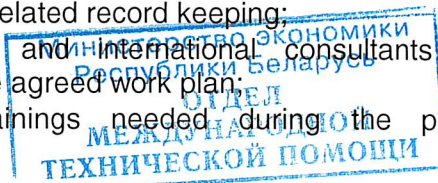
Location – Minsk

#### **Area of responsibility**

The Project Manager assumes overall responsibility for the successful implementation of all project activities and the achievement of planned project outputs. He/she works under direct supervision of the UNDP Programme Analyst and reports to the Project Board and National Project Coordinator. The Project Manager will conduct the necessary consultations with the National Project Coordinator on the implementation of decisions of the Project Board. The purpose of the work of the Project Manager The objective of the assignment of the Project Manager is to ensure effective project management and monitoring.

#### **Duties and Responsibilities**

- Supervise and coordinate the project to ensure its results are in accordance with the project document, rules and procedures established in the UNDP's Program and Operations Policies and Procedures, and national requirements and procedures;
- Supervise and coordinate the work of the Project Management Team, subcontracted individuals and legal entities;
- Assume primary responsibility for the daily project management - both organizational and substantive matters, budgeting, planning and general monitoring of the project;
- Develop detailed annual work plans, to be approved by National Project Coordinator and the UNDP Resident Representative, ensure adherence thereto;
- Develop Terms of Reference for national consultants and subcontractors in line with relevant national and UNDP procedures;
- Prepare annual project reports, project implementation reports, as well as any other reports requested by the Implementing Partner or UNDP Country Office;
- Monitor the expenditures, commitments and balance of funds under the project budget lines;
- Assume overall responsibility for meeting financial delivery targets set out in the agreed annual work plans, reporting on project funds and related record keeping;
- Guide and coordinate the work of national and international consultants and subcontractors and oversee its compliance with the agreed work plan;
- Organize and supervise workshops and trainings needed during the project implementation;



- Liaise with relevant ministries, national institutes and other relevant institutions in order to involve their staff in project activities as necessary and gather and disseminate information relevant to the project;
- Ensure adequate information flow, discussions and feedback among the various stakeholders of the project;
- Coordinate project activities with other related technical assistance projects\programs in Belarus;
- Maintain regular contact with UNDP Country Office and the National Project Coordinator on project implementation issues of their respective competence;
- Undertake any other actions related to the project as requested by UNDP Country Office or the National Project Coordinator.

**Position: ADMINISTRATIVE AND FINANCE ASSISTANT**

Location – Minsk

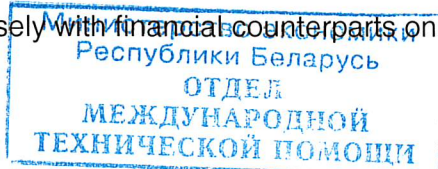
**Area of responsibility**

Under the guidance and direct supervision of the Project Manager, the Administrative and Finance Assistant provides execution of administrative and financial services for the successful implementation of project activities and the achievement of planned project results. He/she is responsible for all accounting (disbursements, record-keeping, cash management) matters under the project.

He/she promotes a client-oriented approach consistent with UNDP rules and regulations and works in close collaboration with the national partners and other key project partners, including international organizations and NGOs, for resolving complex finance-related issues and information delivery.

**Duties and Responsibilities**

- Monitor project budgets and financial expenditures;
- Assist in recruitment processes;
- Advise all project counterparts on applicable financial procedures and ensures their proper implementation;
- Contribute to the development and implementation of progress and financial reports;
- Support the development of project work-plans, budgets and operational and financial planning processes;
- Assist in the preparation of payments requests for operational expenses, salaries, etc. against project budgets and work plans;
- Conduct quality research of local/international markets for goods and services required for project needs, including verification of products availability, price analysis and search for potential vendors;
- Organize, when required, work of independent experts on developing detailed specifications of products, equipment and services in line with the UNDP rules and procedures;
- Organize procurement processes including drafting of tendering and solicitation documents, conducting tendering processes in accordance to UNDP rules and procedures;
- Work closely with financial counterparts on payment requests;





- Collect, register and maintain all information on project activities;
- Contribute to the development and implementation of progress reports;
- Receive, screen and distribute correspondence and attach necessary background information;
- Prepare routine correspondence and memoranda for Project Managers signature;
- Assist in logistical organization of meetings, training and workshops;
- Prepare agendas and arrange field visits, appointments and meetings both internal and external related to the project activities and write minutes from the meetings;
- Maintain a project filing system;
- Maintain records over project equipment inventory.
- Perform other duties as required.

### **Position: PROCUREMENT SPECIALIST**

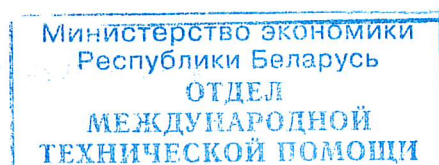
Location – Minsk

#### **Area of responsibility**

Under the guidance and direct supervision of the Project Manager, the Procurement Specialist ensures administration and implementation of operational strategies, implementation of sourcing strategy, adapts processes and procedures and organizes and manages procurement processes.

#### **Duties and Responsibilities**

- Ensure full compliance with UNDP rules, regulations, and policies of financial activities, financial recording/reporting system and follow-up on audit recommendations; implementation of effective internal controls, proper functioning of a client-oriented financial resources management system;
- Maintain and updates information about suppliers, implementing supplier selection and evaluating pre-qualification and performance of suppliers, as well as by proposing on suppliers' short-listing.
- Timely and due preparation of Procurement Action Plan (PAP) for the project, continuous monitoring of its implementation and update, preparation of reports on procurement progress as required;
- Quality research of local and international markets for goods and services required for project needs;
- Coordination with national partners and project experts specifications of products, equipment and services for project components;
- Organize procurement processes including preparation and conduct of requests for quotation (RFQs), invitations to bid (ITBs), requests for proposal (RFPs), receipt of quotations, bids or proposals, their evaluation, negotiation of certain conditions of contracts in full compliance with UNDP rules and regulations for submission to the UNDP Country Office;
- Organize procurement of services of local and international consultants and experts if necessary;
- Prepare relevant submissions to the Asset and Procurement Committee as appropriate;
- Ensure control over proper delivery of goods and services procured under the project to the beneficiaries of the project;
- Communicate with the projects' donor, stakeholders, and beneficiaries on the procurement issues;





- Contract management and monitoring, including arrangement of shipments, check and receipt of shipments, executing customs formalities, monitoring of services/works executed by suppliers, etc.
- Other activities related to the implementation of the projects at the request of the Project Manager.



### ANNEX 3. RISK ANALYSIS

<b>Project Information</b>	
<b>Project Title</b>	<i>Strengthening Capacity of the State Border Committee of the Republic of Belarus in Combatting Illicit Trafficking of Weapons and Ammunition</i>
<b>Project Number</b>	00113052
<b>Location (Global/Region/Country)</b>	BELARUS

#### Risk Analysis – Initial Risk Log

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Management response	Owner	Submitted, updated by	Last Update	Status
1	<i>Relations with the international partners may impact project results</i>	<i>Project Initiation phase</i>	<i>Structural</i>	<i>P = 2 I = 2</i>	<i>The project will closely monitor the international relations background to preempt any negative consequences</i>	<i>Project Developer</i>	<i>Project Developer</i>		
2	<i>Duration of the national project approval procedures preceding the project launch</i>	<i>Project Initiation phase</i>	<i>Operational</i>	<i>P = 3 I = 1</i>	<i>Regular consultations with the competent government authorities involved in the project approval and registration processes</i>	<i>Project Developer</i>	<i>Project Developer</i>		

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## ANNEX 4. SOCIAL AND ENVIRONMENTAL SCREENING

<b>Project Information</b>	
<b>Project Title</b>	<i>Strengthening Capacity of the State Border Committee of the Republic of Belarus in Combatting Illicit Trafficking of Weapons and Ammunition</i>
<b>Project Number</b>	00113052
<b>Location (Global/Region/Country)</b>	BELARUS

### Part A. Integrating Overarching Principles to Strengthen Social and Environmental Sustainability

#### QUESTION 1: How Does the Project Integrate the Overarching Principles in order to Strengthen Social and Environmental Sustainability?

**Briefly describe in the space below how the Project mainstreams the human-rights based approach**

The project contributes to the understanding of the international human rights standards in the context of combating illicit trafficking in arms and ammunition through the exchange of cutting-edge experience and best practices.

**Briefly describe in the space below how the Project is likely to improve gender equality and women's empowerment**

The project will focus on promoting gender equality and capacity building on the gender-related issues. For each project activity, equal women participation will be required, close monitoring of any unintended negative social or economic consequences to women will be conducted, as well as such risks will be mitigated.

**Briefly describe in the space below how the Project mainstreams environmental sustainability**

The project will follow the internationally recognized environmental norms.

### Part B. Identifying and Managing Social and Environmental Risks

<b>Risk Description</b>	<b>Impact and Probability (1-5)</b>	<b>Significance (Low, Moderate, High)</b>	<b>Comments</b>	<b>Description of assessment and management measures as reflected in the Project design. If ESIA or SESA is required note that the assessment should consider all potential impacts and risks.</b>
	<i>I = 2 P = 1</i>	low		
<b>Select one (see SESP for guidance)</b>				<b>Comments</b>
<i>Low Risk</i>				<input checked="" type="checkbox"/>
<i>Moderate Risk</i>				<input type="checkbox"/>
<i>High Risk</i>				<input type="checkbox"/>

<b>Check all that apply</b>	<b>Comments</b>
<b>Principle 1: Human Rights</b>	<input checked="" type="checkbox"/>
<b>Principle 2: Gender Equality and Women's Empowerment</b>	<input checked="" type="checkbox"/>
<b>1. Biodiversity Conservation and Natural Resource Management</b>	<input type="checkbox"/>
<b>2. Climate Change Mitigation and Adaptation</b>	<input type="checkbox"/>
<b>3. Community Health, Safety and Working Conditions</b>	<input type="checkbox"/>
<b>4. Cultural Heritage</b>	<input type="checkbox"/>
<b>5. Displacement and Resettlement</b>	<input type="checkbox"/>
<b>6. Indigenous Peoples</b>	<input type="checkbox"/>
<b>7. Pollution Prevention and Resource Efficiency</b>	<input type="checkbox"/>

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## Final Sign Off

Signature	Date	Description
QA Assessor		UNDP staff member responsible for the Project, typically a UNDP Programme Analyst. Final signature confirms they have "checked" to ensure that the SESP is adequately conducted.
QA Approver		UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have "cleared" the SESP prior to submittal to the PAC.
PAC Chair		In some cases, PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

## Social and Environmental Risk Screening Checklist

Checklist Potential Social and Environmental Risks		
<b>Principles 1: Human Rights</b>		Answer (Yes/No)
1.	<i>Could the Project lead to adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?</i>	No
2.	<i>Is there a likelihood that the Project would have inequitable or discriminatory adverse impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups?</i>	No
3.	<i>Could the Project potentially restrict availability, quality of and access to resources or basic services, in particular, to marginalized individuals or groups?</i>	No
4.	<i>Is there a likelihood that the Project would exclude any potentially affected stakeholders, in particular, marginalized groups, from fully participating in decisions that may affect them?</i>	No
5.	<i>Is there a risk that duty-bearers do not have the capacity to meet their obligations in the Project?</i>	No
6.	<i>Is there a risk that rights-holders do not have the capacity to claim their rights?</i>	No
7.	<i>Are local communities or individuals given the opportunity to raise human rights concerns regarding the Project during the stakeholder engagement process?</i>	No
8.	<i>Is there a risk that the Project would exacerbate conflicts among and/or the risk of violence to project- affected communities and individuals?</i>	No
<b>Principle 2: Gender Equality and Women's Empowerment</b>		
1.	<i>Is there a likelihood that the proposed Project would have adverse impacts on gender equality and/or the situation of women and girls?</i>	No
2.	<i>Would the Project potentially reproduce discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?</i>	No
3.	<i>Have women's groups/leaders raised gender equality concerns regarding the Project during the stakeholder engagement process and has this been included in the overall Project proposal and in the risk assessment?</i>	No

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4.	<p><i>Would the Project potentially limit women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services?</i></p> <p><i>For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being</i></p>	No
<p><b>Principle 3: Environmental Sustainability: Screening questions regarding environmental risks are encompassed by the specific Standard-related questions below</b></p>		
<p><b>Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management</b></p>		
1.1	<p><i>Would the Project potentially cause adverse impacts to habitats (e.g. modified, natural, and critical habitats), ecosystems and ecosystem services?</i></p> <p><i>For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes</i></p>	No
1.2	<p><i>Are any Project activities proposed within or adjacent to critical habitats and/or environmentally sensitive areas, including legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?</i></p>	No
1.3	<p><i>Does the Project involve changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)</i></p>	No
1.4	<p><i>Would Project activities pose risks to endangered species?</i></p>	No
1.5	<p><i>Would the Project pose a risk of introducing invasive alien species?</i></p>	No
1.6	<p><i>Does the Project involve harvesting of natural forests, plantation development, or reforestation?</i></p>	No
1.7	<p><i>Does the Project involve the production and/or harvesting of fish populations or other aquatic species?</i></p>	No
1.8	<p><i>Does the Project involve significant extraction, diversion or containment of surface or ground water?</i></p> <p><i>For example, construction of dams, reservoirs, river basin developments, groundwater extraction</i></p>	No
1.9	<p><i>Does the Project involve utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)</i></p>	No
1.10	<p><i>Would the Project generate potential adverse transboundary or global environmental concerns?</i></p>	No
1.11	<p><i>Would the Project result in secondary or consequential development activities which could lead to adverse social and environmental effects, or would it generate cumulative impacts with other known existing or planned activities in the area?</i></p> <p><i>For example, a new road through forested lands will generate direct environmental and social impacts (e.g. felling of trees, earthworks, potential relocation of inhabitants). The new road may also facilitate encroachment on lands by illegal settlers or generate unplanned commercial development along the route, potentially in sensitive areas. These are indirect, secondary, or induced impacts that need to be considered. Also, if similar developments in the same forested area are planned, then cumulative impacts of multiple activities (even if not part of the same Project) need to be considered.</i></p>	No
<p><b>Standard 2: Climate Change Mitigation and Adaptation</b></p>		
2.1	<p><i>Will the proposed Project result in significant greenhouse gas emissions or may exacerbate climate change?</i></p>	No





2.2	Would the potential outcomes of the Project be sensitive or vulnerable to potential impacts of climate change?	No
2.3	Is the proposed Project likely to directly or indirectly increase social and environmental vulnerability to climate change now or in the future (also known as maladaptive practices)?  For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding	No
Standard 3: Community Health, Safety and Working Conditions		
3.1	Would elements of Project construction, operation, or decommissioning pose potential safety risks to local communities?	No
3.2	Would the Project pose potential risks to community health and safety due to the transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	No
3.3	Does the Project involve large-scale infrastructure development (e.g. dams, roads, buildings)?	No
3.4	Would failure of structural elements of the Project pose risks to communities? (e.g. collapse of buildings or infrastructure)	No
3.5	Would the proposed Project be susceptible to or lead to increased vulnerability to earthquakes, subsidence, landslides, erosion, flooding or extreme climatic conditions?	No
3.6	Would the Project result in potential increased health risks (e.g. from water-borne or other vector-borne diseases or communicable infections such as HIV/AIDS)?	No
3.7	Does the Project pose potential risks and vulnerabilities related to occupational health and safety due to physical, chemical, biological, and radiological hazards during Project construction, operation, or decommissioning?	No
3.8	Does the Project involve support for employment or livelihoods that may fail to comply with national and international labor standards (i.e. principles and standards of ILO fundamental conventions)?	No
3.9	Does the Project engage security personnel that may pose a potential risk to health and safety of communities and/or individuals (e.g. due to a lack of adequate training or accountability)?	No
Standard 4: Cultural Heritage		
4.1	Will the proposed Project result in interventions that would potentially adversely impact sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: Projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.2	Does the Project propose utilizing tangible and/or intangible forms of cultural heritage for commercial or other purposes?	No
Standard 5: Displacement and Resettlement		
5.1	Would the Project potentially involve temporary or permanent and full or partial physical displacement?	No
5.2	Would the Project possibly result in economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions - even in the absence of physical relocation)?	No
5.3	Is there a risk that the Project would lead to forced evictions?	No

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5.4 Would the proposed Project possibly affect land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	No
Standard 6: Indigenous Peoples	
6.1 Are indigenous peoples present in the Project area (including Project area of influence)?	No
6.2 Is it likely that the Project or portions of the Project will be located on lands and territories claimed by indigenous peoples?	No
6.3 Would the proposed Project potentially affect the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the Project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)?  If the answer to the screening question 6.3 is "yes" the potential risk impacts are considered potentially severe and/or critical and the Project would be categorized as either Moderate or High Risk.	No
6.4 Has there been an absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No
6.5 Does the proposed Project involve the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6 Is there a potential for forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources?	No
6.7 Would the Project adversely affect the development priorities of indigenous peoples as defined by them?	No
6.8 Would the Project potentially affect the physical and cultural survival of indigenous peoples?	No
6.9 Would the Project potentially affect the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices?	No
7: Standard Pollution Prevention and Resource Efficiency	
7.1 Would the Project potentially result in the release of pollutants to the environment due to routine or nonroutine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
7.2 Would the proposed Project potentially result in the generation of waste (both hazardous and non-hazardous)?	No
7.3 Will the proposed Project potentially involve the manufacture, trade, release, and/or use of hazardous chemicals and/or materials? Does the Project propose use of chemicals or materials subject to international bans or phase-outs?  For example, DDT, PCBs and other chemicals listed in international conventions such as the Stockholm Conventions on Persistent Organic Pollutants or the Montreal Protocol	No
7.4 Will the proposed Project involve the application of pesticides that may have a negative effect on the environment or human health?	No
7.5 Does the Project include activities that require significant consumption of raw materials, energy, and/or water?	No

