

Project Document

Project Title:	Improvement of the social protection system in line with international standards
UNDAF Outcome:	By 2015 the population of Kazakhstan and vulnerable groups in particular, will enjoy improved social, economic and health status.
Expected national outcome (UNDP Country Programme in Kazakhstan):	Social sector stakeholders (in the public sector and civil society) are able to better plan, implement and monitor quality of social services, with special emphasis on target vulnerable groups
Expected UNDP Activity Result:	Approval and successful implementation of the 2012-2018 Action Plan to Ensure the Rights and Improve the Quality of Life of Persons with Disabilities in the Republic of Kazakhstan in line with the UN Convention on the Rights of Persons with Disabilities
Implementing Partner:	Ministry of Labor and Social Protection of the Population of the Republic of Kazakhstan
Other partners:	Non-governmental organizations of persons with disabilities, other government agencies

Brief Description

The project aims to assist the Ministry of Labor and Social Protection of Kazakhstan in implementation of social policies to improve delivery of special social services, with a focus on persons with disabilities, and to facilitate poverty reduction policy.

These efforts include:

- promoting implementation of the 2012-2018 Action Plan to Ensure Rights and Improve the Quality of Life for People with Disabilities in the Republic of Kazakhstan
- putting a system of special social service standards in place
- implementing and improving deinstitutionalization of medical and social institutions
- streamlining the state social benefit system

<p>Country Programme Period: 2010-2015</p> <p>KeyResultArea (StrategicPlan):</p> <p>Atlas Award ID: 00079731</p> <p>Start date: January 2012</p> <p>End Date: December 2014</p> <p>PAC Meeting:</p> <p>Management Arrangements: NIM</p>	<table> <tr> <td>2012project budget:</td> <td style="text-align: right;">USD 185,000</td> </tr> <tr> <td>2013project budget:</td> <td style="text-align: right;">USD 288,500</td> </tr> <tr> <td>2014project budget:</td> <td style="text-align: right;">USD 216,800</td> </tr> <tr> <td>Total budget:</td> <td style="text-align: right;">USD 690,300</td> </tr> <tr> <td>Direct costs:</td> <td style="text-align: right;">USD 690,300</td> </tr> <tr> <td>• Regular _____</td> <td></td> </tr> <tr> <td>• Other:</td> <td></td> </tr> <tr> <td> o RK Government</td> <td style="text-align: right;">USD 484,300 *</td> </tr> <tr> <td> o UNDP</td> <td style="text-align: right;">USD 206,000</td> </tr> </table> <p><i>* KZT equivalent as per the Cost-Sharing Agreement between the UNDP and the Government of Kazakhstan</i></p>	2012project budget:	USD 185,000	2013project budget:	USD 288,500	2014project budget:	USD 216,800	Total budget:	USD 690,300	Direct costs:	USD 690,300	• Regular _____		• Other:		o RK Government	USD 484,300 *	o UNDP	USD 206,000
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• Regular _____																			
• Other:																			
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o UNDP	USD 206,000																		

Agreed by the Ministry of Labor and Social Protection of the Population of the Republic of Kazakhstan:

Minister

G. Abdykalikova

Approved by UNDP:

Resident Representative

S. Tull

I. Situation Analysis

Long-term cooperation of the Ministry of Labor and Social Protection and UNDP in promoting the UN Convention on the Rights of Persons with Disabilities resulted in the 2009 National Human Development Report 'From Exclusion to Equality: Realizing the Rights of Persons with Disabilities in Kazakhstan' and the draft National Plan to Secure the Rights and Improve the Quality of Life of People with Disabilities. As part of this cooperation, joint workshops, roundtables and stakeholder consultations are held, thematic publications are released; study tours are arranged and international consultants are invited to share best international practices.

Given the long-standing partnership with UNDP in improving the social protection system, including that for persons with disabilities as well as efficient promotion of the Convention on the Rights of Persons with Disabilities and bearing in mind the unique practical and analytical experience UNDP has gained in this area, we strongly believe that this project should be implemented together with UNDP in Kazakhstan.

From March 31, 2010 to December 2011, the United Nations Development Programme in Kazakhstan implemented a joint project with the Ministry of Labor and Social Protection of Kazakhstan.

Within the aforesaid project, the Ministry of Labor and Social Protection of Kazakhstan was assisted in its work and research aimed at setting the stage for Kazakhstan's ratification and subsequent implementation of the International Convention on the Rights of Persons with Disabilities and its Optional Protocol including the following:

- I. development of the social protection system for persons with disabilities in line with international experience and gender equality principles;
- II. support in development and improvement of the action plan to facilitate the ratification and implementation of the Convention;
- III. development of the system of special social services for persons with disabilities in line with the gender equality principles.

The project promoted mainstreaming the issues of persons with disabilities into state programmes and documents by empowering policy makers and civil society through awareness of the status of persons with disabilities in the country and Kazakhstan's readiness to ratify the Convention. The project utilized the human rights-based approach to promote cooperation between policy-makers, state/public institutions, civil society organizations and mass media, thus creating and demonstrating policy synergies and contributing to dissemination of initiatives throughout Kazakhstan in the context of the Convention provisions.

The project achieved the following results:

- the Long-Term National Action Plan to Secure the Rights and Improve the Quality of Life of People with Disabilities for 2012-2018 was drafted. The Government has adopted the Phase I Action Plan for 2012-2013.
- the building and service accessibility certification methodology was drafted.
- recommendations for deinstitutionalization of medical and social institutions were developed.
- models for home-based special social services, the methodology and rules for assessing the needs of lonely elderly people and persons with disabilities were developed; costs to implement the proposed models were estimated.
- awareness of disability issues, including the Convention on the Rights of Persons with Disabilities was raised through publication and dissemination of the Convention in all accessible formats and release of disability-related TV programmes, posters and videos.

To ensure further progress towards these policies, the Ministry of Labor and Social Protection of the Population of the Republic of Kazakhstan has initiated a joint project for 2012-2014, on the cost-sharing basis, and has approached the UNDP for further technical assistance. The contemplated project will focus on implementation of the 2012-2018 Action Plan to Secure the Rights and Improve the Quality of Life of People with Disabilities, set-up of the special social service standards and deinstitutionalization of medical and social institutions.

On December 11, 2008, the President of the Republic of Kazakhstan signed Decree No. 711 'On Signing the Convention on the Rights of Persons with Disabilities and the Optional Protocol to the Convention on the Rights of Persons with Disabilities'. The Prime Minister of the Republic of Kazakhstan signed a resolution establishing a working group for drafting the Long-Term National Action Plan to Secure the Rights and Improve the Quality of Life of People with Disabilities ('Draft National Plan'), thus setting the stage for the ratification of this instrument. To facilitate the promotion of the Convention on the Rights of Persons with Disabilities and improvement of special social services, RK MLSP and UNDP agreed to implement the 2010-2011 project, which laid the groundwork for the National Plan.

On January 16, the Government of the Republic of Kazakhstan issued a resolution approving the first phase (2012-2013) of the Action Plan to Secure the Rights and Improve the Quality of Life of People with Disabilities in the Republic of Kazakhstan for 2012-2018 ('Action Plan'). At this stage, the aim is to achieve effective implementation of the Action Plan in line with international standards and to develop tools for monitoring its national and regional progress. Active involvement of persons with disabilities into drafting laws and other measures affecting their interests is key to success of policies targeting persons with disabilities.

Therefore, to ensure successful implementation of the Action Plan, UNDP will assist the Ministry in:

- elaborating a mechanism to monitor the progress of the Action Plan;
- implementing the Action Plan activities within the scope of the RK MLSP;
- performing research focusing on the quality of life of persons with disabilities to ensure the most accurate design of social support policies for persons with disabilities;
- involving disabled persons, leaders of NGOs representing persons with disabilities, experts and academic community in sessions of the Coordination Council on Social Protection of Persons with Disabilities.

Recently, Kazakhstan has been focusing on the development of the system of special social services. In December 2008, the Law of the Republic of Kazakhstan "On Special Social Services" was passed, which aims to put in place an advanced model of special social services for persons in adverse life situations. With the support from UNDP, the Ministry has developed and implemented the special social services standard for different types of beneficiaries (children with disabilities, persons with disabilities, the elderly). Development of standards for each type of service is a long and complicated process, but is crucial for an efficient social security system. Focus should be made on the range and quality of social services and involvement of non-governmental, non-profit and commercial private service providers.

In this regard, it is a top-priority task to establish an integrated system of special social service standards, expand the range and improve the quality of social services and involve other players, including NGOs.

In this context, UNDP will support the establishment of a system for setting quality standards underlying the assessment and monitoring of effectiveness and quality of services. This could be done through the development of quality standards for specific categories of service recipients. This process should take into account the understanding and formulation of expected outcomes of services and involve customers/beneficiaries and staff in determination of standards. UNDP can assist the Ministry in developing tools (regulations, provisions) to facilitate the transfer of social services to NGOs, by sharing relevant international experiences and providing required training.

As part of these activities, it is planned to:

- explore methods for establishing quality standards for social services based on international experience;
- analyze and adapt to the Kazakhstan context different types and forms of quality standards.

One of strategic areas of the social service system is de-institutionalization, i.e. gradual transition from institutions to community-based entities. Currently, deinstitutionalization is a key global trend followed by Eastern Europe, Russia, and, to a lesser extent, Kazakhstan. With the support from UNDP, the Ministry has conducted a series of studies aiming to develop specific recommendations for different de-institutionalization arrangements, in particular, small homes for persons with disabilities and the elderly and home-based special social services, and elaborated training programmes, including practical training for social workers in medical and social institutions and home-based social aid units for elderly people living alone and persons with disabilities.

Based on the developed recommendations and analysis of current practices, and in the context of the forthcoming ratification and implementation of the Convention on the Rights of Persons with Disabilities, UNDP will assist the Ministry in continuing de-institutionalization efforts in the following areas:

- encouraging set-up/development of day care services by non-governmental organizations and/or medical

and social institutions, as well as expanding the scope of home-based services (through piloting);

- developing standards and rules for types of support that may be provided by NGOs, as well as developing methods to assess the needs of persons requiring the support;
- building the capacity of NGOs, training and development of skills of special social service providers;
- social service and de-institutionalization training for civil servants from local social protection divisions and staff of medical and social institutions;
- training support to educational institutions (colleges) in social worker training, including their employment.

II. Strategy

Through joint projects, UNDP offers assistance in developing basic strategic documents (national and regional programmes in various areas of development), analytical reports, draft laws and strategies and promotes strengthened monitoring of implementation of state programmes and Kazakhstan's progress towards the Millennium Development Goals involving international experience and expertise.

In the past, UNDP supported the development of a number of major policy documents, including:

- The Development Strategy of Kazakhstan for 2030,
- The Social Protection Concept in the RK,
- The Poverty Reduction Programme for 2003-2005,
- The State Local Development Programme for 2003-2010,
- The Rehabilitation Programme for Persons with Disabilities for 2006-2008,
- The Concept for Social Service System Reform.
- The draft National Plan to Secure the Rights and Improve the Quality of Life for Persons with Disabilities
- Other socioeconomic policy programmes.

The Ministry views UNDP in Kazakhstan as a key international partner in promoting the ratification and implementation of the Convention, improving social protection of persons with disabilities and developing social services for this population group.

III. Project Results and Resources Framework

<p>Outcome as stated in the Country Programme (CPAP) Results and Resources Framework: Economic and social well-being for all, with particular attention to vulnerable groups</p> <p>Outcome indicators as stated in the Country Programme (CPAP) Results and Resources Framework, including baseline and targets:</p>			
<p>Applicable key result area (2008-2011 UNDP Strategic Plan (corporate)):</p>			
<p>Partnership Strategy: The project is implemented in cooperation with the Ministry of Labour and Social Protection of the Republic of Kazakhstan as well as regional employment coordination and social programme departments. Other governmental and non-governmental stakeholders including non-governmental organizations of persons with disabilities will be involved at all project stages.</p>			
Project title and ID (ATLAS Award ID):	Output	Project activities	Responsible parties
			UNDP MLSPRK
<p>Output 1 APPROVAL AND SUCCESSFUL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES</p> <p>Baselining: The RK Government has adopted the first phase (2012-2013) of the Action Plan to Secure the Rights and Improve the Quality of Life of Persons with Disabilities in the Republic of Kazakhstan for 2012-2018 without additional funding. The draft Plan has not been adopted in full yet.</p>	<p>Outcome 1 <u>The Action Plan to Implement the UN Convention on the Rights of Persons with Disabilities is successfully implemented</u></p> <p>1.1. Research to develop recommendations on improving the mechanism of control and monitoring of progress of the Action Plan made</p> <p>1.2. Inventory (certification) of existing buildings and facilities to assess accessibility for persons with disabilities in the selected region taken</p> <p>1.3. Research to create a barrier-free environment for persons with disabilities and low-mobility population groups made</p> <p>1.4. Recommendations on putting in place a barrier-free environment for persons with disabilities and low-mobility population groups made</p> <p>1.5. A comprehensive assessment to implement the Action Plan and making recommendations to improve monitoring of its progress</p>	<p>UNDP MLSPRK</p>	RK Contribution USD
			192,140
			5,000
			15,000
			20,000
	UNDP Contribution USD	23,000	
			13,000
			20,000
			10,000

<p>Indicator 1: implementation of 60% of the activities under Phase I of the Action Plan</p> <p>Objective 1: Successful performance of activities under Phase I of the Action Plan</p> <p>Objective 2: Approval of the full Action Plan</p>	<p>1.6. A national expert on implementation of the Action Plan and the Convention on the Rights of Persons with Disabilities hired</p> <p>1.7. A research on development of classifications and criteria used in medical and social assessment, taking into account the provisions of the International Classification of Functioning, Disability and Health</p> <p>1.8. A study tour to explore international experience on implementation of the Convention on the Rights of Persons with Disabilities and provision of special social services</p> <p>1.9. Participation of persons with disabilities, leaders of nongovernmental organizations ('NGOs') representing persons with disabilities, experts and academic community in sessions of the Coordination Council on Social Protection of Persons with Disabilities ensured (two meetings per year)</p> <p>2.0. Public hearings on preparation for the Asian Summer Deaflympics in Seoul conducted (May 26 - June 2 this year)</p> <p>GMS</p>		<p>50,950</p> <p>33,000</p> <p>20,000</p> <p>16,000</p> <p>4,000</p> <p>8,190</p>
<p>Outcome 2</p> <p><u>The system of special social service standards is in place</u></p> <p>2.1. Research on the development of regulatory standards, identification of the list and exploring the service monetization possibility</p> <p>2.2. Pilot study on the development of regulatory standards, identification of the list and exploring the service monetization possibility</p> <p>2.3. Round table discussing the results of research on the development of regulatory standards, identification of the list and exploring the service monetization possibility</p> <p>2.4. Round table discussing the results of piloting of the special social service quality evaluation mechanism</p> <p>GMS</p>	<p>UNDP MLSP RK</p>	<p>44,290</p> <p>7,000</p> <p>28,000</p> <p>8,000</p> <p>10,000</p> <p>1,290</p>	<p>10,000</p>

<p>Outcome 3 <u>Medical and social institution deinstitutionalization mechanism is improved</u></p>	<p>3.1 Encouraging set-up/development of day care services by non-governmental organizations and/or medical and social institutions, as well as expanding the scope of home-based services (through piloting)</p>	<p>74,000</p>	<p>47,000</p>
<p>3.2 Development of standards and rules for special social services provided by NGOs, tools and methods to assess the needs of persons requiring the support</p>	<p>8,000</p>	<p>6,000</p>	<p>20,000</p>
<p>3.3 Developing a practical guide for NGOs providing special social services</p>	<p>10,000</p>	<p>6,000</p>	<p>40,000</p>
<p>3.4 Workshops for NGOs building their capacity and developing skills of staff providing special social services</p>	<p>6,000</p>	<p>10,000</p>	<p>4,620</p>
<p>3.5. Developing a practical guide for civil servants working in employment coordination and social programme departments and staff of medical and social institutions on special social services and deinstitutionalization issues</p>	<p>7,000</p>	<p>15,450</p>	<p>15,000</p>
<p>3.6. A series of regional workshops for representatives of oblast employment coordination and social programme departments and staff of medical and social institutions on social services and deinstitutionalization of medical and social institutions</p>	<p>15,450</p>	<p>450</p>	<p>73,800</p>
<p>3.7. Training support for educational institutions (colleges) in training social workers</p>	<p>15,450</p>	<p>71,100</p>	<p>2,700</p>
<p>Outcome 4 <u>Recommendations on streamlining social benefits are made</u></p>	<p>15,450</p>	<p>71,100</p>	<p>2,700</p>
<p>4.1. An analytical review of the social benefit system to improve the current legislation</p>	<p>15,450</p>	<p>71,100</p>	<p>2,700</p>
<p>Outcome 5 EFFECTIVE PROJECT MANAGEMENT</p>	<p>15,450</p>	<p>71,100</p>	<p>2,700</p>
<p>5.1. Administrative expenses</p>	<p>15,450</p>	<p>71,100</p>	<p>2,700</p>
<p>TOTAL</p>	<p>484,300</p>	<p>99,000</p>	<p>206,000</p>

IV. Annualworkplan

Year 1: 2012

OUTPUT	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTIES	Funding source	PLANNED BUDGET		
		Q1	Q2	Q3	Q4			Budget description	Amount	
Output 1 APPROVAL AND SUCCESSFUL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS AND IMPROVE THE QUALITY OF LIFE OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES OF PERSONS WITH DISABILITIES Baseline: The RK Government has adopted the first phase (2012-2013) of the Action Plan to Secure the Rights and Improve the Quality of Life of Persons with Disabilities in the Republic of Kazakhstan for 2012-2018 without additional funding. The draft Plan has not been adopted in full yet.	1.1. Inventory (certification) of existing buildings and facilities to assess accessibility for persons with disabilities in the selected region		X	X		UNDP, MLSP RK	MLSP RK	72100 contractual services - company 74200 newspaper announcement 74500 others	50,785 15,000	
	1.2. Hiring a national expert on implementation of the Action Plan and the Convention on the Rights of Persons with Disabilities		X	X		UNDP, MLSP RK	MLSP RK	71400 individual contracts. 74500 others	16,950	
	1.3. A research on development of classifications and criteria used in medical and social assessment, taking into account the provisions of the International Classification of Functioning, Disability and Health			X	X		UNDP, MLSP RK	MLSP RK	72100 contractual services - company 74200 newspaper announcement 74500 others	16,000
	1.4. Public hearings on preparation for the Asian Summer Deaflympics in Seoul (May 26 - June 2 this year)			X	X		UNDP, MLSP RK	MLSP RK	71300 individual contracts. 74200 newspaper announcement 74500 others	4,000
	GVS	X	X	X	X	UNDP, MLSP RK	MLSP RK	75100-admin	2,835	
2. THE SYSTEM OF SPECIAL SOCIAL SERVICE STANDARDS IS IN PLACE									15,450	

2.1. Research on the development of regulatory standards, identification of the list and exploring the service monetization possibility			X	X		UNDP, MLSP RK	MLSP RK	72100 contractual services - company 74500 others	7,000
2.2. Round table discussing the results of research on the development of regulatory standards, identification of the list and exploring the service monetization possibility				X		UNDP, MLSP RK	MLSP RK	71610 travel 71620 DSA 73100 rent 72500 stationery 74200 copy 74500 others	8,000
GMS			X	X		UNDP, MLSP RK	MLSP RK	75100 admin	450
3. MEDICAL AND SOCIAL INSTITUTION DEINSTITUTIONALIZATION MECHANISMS IMPROVED									
5/2165									
3.1. Encouraging set-up/development of day care services by non-governmental organizations and/or medical and social institutions, as well as expanding the scope of home-based services (through piloting)			X	X		UNDP, MLSP RK	MLSP RK	72600 grant 71600 travel 74200 newspaper announcement 72400 communication 74500 others	38,500
3.2. Development of standards and rules for special social services provided by NGOs, technologies and methods to assess the needs of persons requiring the support			X	X		UNDP, MLSP RK	MLSP RK	72100 individual contracts. 74200 printed matter 74500 others	6,000
3.3. Developing a practical guide for civil servants working in employment coordination and social programme departments and staff of medical and social institutions on special social services and deinstitutionalization issues			X	X		UNDP, MLSP RK	MLSP RK	71300 individual contracts. 74200 printed matter 74500 others	6,000
3.4. Training support for educational institutions (colleges) training social workers			X	X		UNDP, MLSP RK	MLSP RK	71300 individual contracts. 74500 others	5,000

population groups									74500 others	
1.3. Research to create a barrier-free environment for persons with disabilities and low-mobility population groups	X	X	X	X		UNDP, MLSP RK	UNDP		72100 contractual services - company 74200 newspaper announcement 74500 others	13,000
1.4. Hiring a national expert on implementation of the Action Plan and the Convention on the Rights of Persons with Disabilities	X	X	X	X		UNDP, MLSP RK	MLSP RK		71400 individual contracts. 74500 others	17,000
1.5. A research on development of classifications and criteria used in medical and social assessment, taking into account the provisions of the International Classification of Functioning, Disability and Health	X	X	X	X		UNDP, MLSP RK	MLSP RK		72100 contractual services - company 74200 newspaper announcement 74500 others	17,000
1.6. A study tour to explore international experience on implementation of the Convention on the Rights of Persons with Disabilities and provision of special social services						UNDP, MLSP RK	MLSP RK		71600 travel 71600 DSA 74200 translation 74500 others	20,000
1.7. Ensuring participation of leaders of nongovernmental organizations ('NGOs') representing the interests of persons with disabilities, participation of persons with disabilities themselves as well as experts and academic community in the meetings of the Coordination Council on Social Protection of Persons with Disabilities (two meetings per year)	X					UNDP, MLSP RK	MLSP RK		71600 travel 72500 stationery 74200 copy 74500 others	8,000

Baseline: The RK Government has adopted the first phase (2012-2013) of the Action Plan to Secure the Rights and Improve the Quality of Life of Persons with Disabilities in the Republic of Kazakhstan for 2012-2018 without additional funding. The draft Plan has not been adopted in full yet.

Indicator 1: implementation of 60% of the activities under Phase I of the Action Plan

GMS		X	X	X	X	X	75100 admin	2,745	
2. THE SYSTEM OF SPECIAL SOCIAL SERVICE STANDARDS IS IN PLACE									
38,840									
2.1. Pilot study on the development of regulatory standards, identification of the list and exploring the service monetization possibility	X	X	X	X	X		UNDP, MLSP RK	MLSP RK 72100 contractual services - company 74200 newspaper announcement	28,000
2.2. Round table discussing the results of research on the development of regulatory standards, identification of the list and exploring the service monetization possibility		X	X	X	X		UNDP, MLSP RK	UNDP 71300 individual contract 71600 travel 71600 DSA 73100 rent 74200 translation/copy 72500 stationary 74500 others	10,000
GMS		X	X	X	X	X	UNDP, MLSP-RK	MLSP RK 75100 admin	840
3. MEDICAL AND SOCIAL INSTITUTION DEINSTITUTIONALIZATION MECHANISM IS IMPROVED									
89,315									
3.1. Encouraging set-up/development of day care services by non-governmental organizations and/or medical and social institutions, as well as expanding the scope of home-based services (through piloting)	X		X	X	X		UNDP, MLSP RK	MLSP RK 72600 grant 71600 DSA 71600 travel 74200 newspaper announcement 72400 communication	35,500
3.2. Workshops for NGOs building their capacity and developing skills of staff providing special social services on the basis of the developed training manual for NGOs	X	X	X	X	X		UNDP, MLSP RK	UNDP 73100 individual contracts. 71600 travel 71600 DSA 73100 rent 72500 stationary 74200 copy 72400 communication 74500 others	20,000

3.3. A series of regional workshops for representatives of oblast employment coordination and social programme departments and staff of medical and social institutions on social services and deinstitutionalization of medical and social institutions	X	X	X	X	X	UNDP, MLSP RK	MLSP RK	73100 individual contracts. 71600 travel 71600 DSA 73100 rent 72500 stationery 74200 copy 72400 communication 74500 others	20,000
3.4. A series of regional workshops for representatives of oblast employment coordination and social programme departments and staff of medical and social institutions on social services and deinstitutionalization of medical and social institutions			X	X	X	UNDP, MLSP RK	UNDP	72100 individual contracts. 71600 travel 71600 DSA	7,000
3.5. Training support for educational institutions (colleges) training social workers	X	X	X	X	X	UNDP, MLSP RK	MLSP RK	71300 individual contracts. 74500 others	5,000
GMS	X	X	X	X	X	UNDP, MLSP RK	MLSP RK		1,815
5. EFFECTIVE PROJECT MANAGEMENT									
5.1. Admin	X	X	X	X	X	UNDP, MLSP RK	MLSP RK	72100 individual contracts. 73100 rent	23,700
GMS	X	X	X	X	X	UNDP, MLSP RK	UNDP	72100 individual contracts. 72400 communication 71610 travel	33,000
TOTAL									288,500

OUTPUT	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTIES	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding source	Budget description	Amount
		1. PRACTICAL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS AND IMPROVE THE QUALITY OF LIFE OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES							
Output 1 APPROVAL AND SUCCESSFUL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS AND IMPROVE THE QUALITY OF LIFE OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES	1.1. Presenting recommendations on putting in place a barrier-free environment for persons with disabilities and low-mobility population groups	X	X			UNDP, MLSP RK	MLSP RK	71600 travel 71600 DSA 72400 translation 74500 others	20,000
	1.2. A comprehensive assessment to implement the Action Plan and making recommendations to improve monitoring of its progress	X	X	X	X	UNDP, MSLP RK	UNDP	71300 individual contracts. 74200 newspaper announcement 74500 others	10,000
	1.3. Hiring a national expert on implementation of the Action Plan and the Convention on the Rights of Persons with Disabilities		X	X	X	UNDP, MLSP RK	MLSP RK	71400 individual contracts. 74500 others	17,000
	1.4. Ensuring participation of leaders of nongovernmental organizations ('NGOs') representing the interests of persons with disabilities, participation of persons with disabilities themselves as well as experts and academic community in the meetings of the Coordination Council on Social Protection of Persons with Disabilities (two meetings per year)					UNDP, MLSP RK	MLSP RK	71600 travel 72500 stationary 74210 copy 74500 others	8,000
	GMS	X	X	X	X		MLSP RK	75100-admin	2,610

Baseline: The RK Government has adopted the first phase (2012-2013) of the Action Plan to Secure the Rights and Improve the Quality of Life of Persons with Disabilities in the Republic of Kazakhstan for 2012-2018 without additional funding. The draft Plan has not been adopted in full yet.

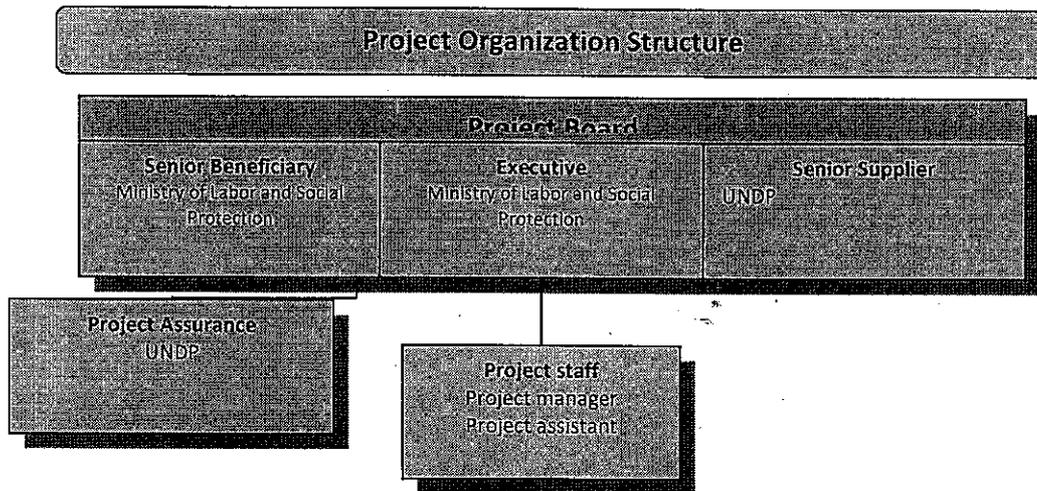
Indicator 1: implementation of 60% of the activities under Phase I of the Action

3. MEDICAL AND SOCIAL INSTITUTION DEINSTITUTIONALIZATION MECHANISM IS IMPROVED										86,140
3.1. Encouraging set-up/development of day care services by non-governmental organizations and/or medical and social institutions, as well as expanding the scope of home-based services (through piloting)	X	X	X	X	X		UNDP, MLSP RK	UNDP	72600 grant 71600 DSA 71600 travel 74200 newspaper announcement 72400 communication	47,000
3.2. Development of standards and rules for special social services provided by NGOs, tools and methods to assess the needs of persons requiring the support	X	X	X	X	X		UNDP, MLSP RK	MLSP RK	71300 individual contracts. 74200 newspaper announcement 74500 others	8,000
3.3. Workshops for NGOs building their capacity and developing skills of staff providing special social services on the basis of the developed training manual for NGOs	X	X	X	X	X		UNDP, MLSP RK	MLSP RK	73100 individual contracts. 71600 travel 71600 DSA 73100 rent 72500 stationery 74200 copy 72400 communication 74500 others	10,000
3.4. A series of regional workshops for representatives of oblast employment coordination and social programme departments and staff of medical and social institutions on social services and deinstitutionalization of medical and social institutions	X	X	X	X	X		UNDP, MLSP RK	MLSP RK	73100 individual contracts. 71600 travel 71600 DSA 73100 rent 72500 stationery 74200 copy 72400 communication 74500 others	20,000
GMS	X	X	X	X	X		UNDP, MLSP RK	MLSP RK		1,140
4. AN ANALYTICAL REVIEW OF THE SOCIAL BENEFIT SYSTEM TO IMPROVE THE CURRENT LEGISLATION										15,450

4.1 An analytical review of the social benefit system to improve the current legislation	X				UNDP, MLSP RK	MLSP RK	71300 individual contracts. 71600 travel 71600 DSA 74200 copy/ translation 74500 others	15,000
GMS	X	X	X	X	UNDP, MLSP RK	MLSP RK		450
5. EFFECTIVE PROJECT MANAGEMENT								
5.1. Admin	X	X	X	X	UNDP, MLSP RK	MLSP RK	72100 individual contracts. 73100 rent	23,700
GMS	X	X	X	X	UNDP, MLSP RK	UNDP	72100 individual contracts. 72400 communication 71610 travel	33,000
TOTAL					UNDP, MLSP RK	MLSP RK		900
								216,800

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V. Management Arrangements



The project will be nationally executed with the Ministry of Labor and Social Protection of the Population of the Republic of Kazakhstan acting as an Implementing Partner. The implementing partner was selected based on

- a) Ministry of Labor and Social Protection is a key governmental agency responsible for social policy and social protection schemes including for persons with disabilities in Kazakhstan. Also, this project is a response to the needs of the Ministry identified through joint meetings and discussions;
- b) Ministry has adequate capacity in terms of expertise as well as the authority to further implement recommendations resulting from project activities;
- c) UNDP's previous experience working with the Ministry, which has proved its project-implementing, advisory and technical capacity to be a full-fledged project partner.

UNDP is responsible for overall project implementation, financial and programme reports. UNDP will prepare and sign contracts and other administrative and financial records, process payments in accordance with UNDP rules and UNDAF procedures and requirements.

The implementing partner and UNDP Kazakhstan will be responsible for the overall project implementation and attainment of project results.

For effective implementation the project structure requires the following roles/focal points:

- Project Board;
- Project Assurance;
- Project Manager.

Project Board:

The Project Board is responsible for making management decisions for the project and providing guidance to a Project Manager in case of significant deviations in the delivery of project outputs from established time and budget limits. Final decision-making rests with UNDP in accordance with its applicable regulations, rules, policies and procedures. During the running of the project the Project Board will meet semi-annually, i.e. after 2 quarters through the project to assess the project's progress against planned outputs, give strategic directions to the implementation of the project and identify any corrective action to be taken and at the end of the project to assess how well the outputs were achieved.

The Project board consists of:

- **Chairman/Chairwoman** – National project Director/Minister of Labor and Social Protection
- **Senior Supplier** – UNDP Deputy Resident Representative (or Head of the Governance and Local Development Department)
- **Senior Beneficiary** – Director of the Social Services and Social Assistance Department of the RK Ministry of Labor and Social Protection
- **Member** – UNV Programme Coordinator (or UNV Programme Assistant)
- **Member** – Programme Coordinator, UNDP Governance and Local Development Department (or Programme Associate of UNDP Governance and Local Development Department).

Project Assurance, including project oversight and monitoring functions, is assumed by the Project Board, while UNDP Governance Team carries out objective project oversight and monitoring functions.

Project Manager: To strengthen capacity of the Implementing Partner in terms of administrative and managerial support, a Project Manager will be recruited. The Terms of Reference are attached as Annex. The Project Manager is responsible for day-to-day management and decision-making for the project. The Project Manager's prime 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 cost, in which regard the tolerance levels will be 3 weeks deviation in implementation of project activities and up to 10% beyond the approved project budget amount.

Project support: UNDP will provide support services for project implementation.

UNDP is responsible for overall project implementation, financial and programme reporting, as well as for monitoring and evaluation of the project.

UNDP will prepare and sign contracts and other administrative and financial records, process payments in accordance with UNDP rules and UNDAF procedures and requirements.

The Project Board will consist of representatives of UNDP, the Ministry of Labour and Social Protection and other stakeholders. The Project Board will meet as deemed necessary, but at least twice a year.

The Project Manager will provide operational management and project implementation. Recruitment of project and procurement shall be in accordance with the UNDP rules and procedures. The Project Manager will work under the guidance of UNDP.

Partnership information:

Organization: The United Nations Development Programme in Kazakhstan

Address: 26, Bukeikhan Str., Astana, Kazakhstan

Tel./ Fax: +7 7172 59 25 50, 7 7172 592 540

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UNDP Contact person: Ainur Baimyrza

Job Title: Head of Governance and Local Development Unit, UNDP Kazakhstan

Tel/Fax: +7 7172 592550

E-mail: Ainur.Baimyrza @ undp.org

Organization: Ministry of Labor and Social Protection of the Population of the Republic of Kazakhstan

Address: 8 Orynbor street, Astana, Republic of Kazakhstan

Tel: +7 7172 743339

Fax: +7 7172 743347

Contact Person: Masaliyeva Dariya Askarovna

VI. Monitoring Framework and Evaluation

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

Within the annual cycle

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
- An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see annex 3), a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Project Progress Reports (PPR) shall be submitted by the Project Manager to the Project Board through Project Assurance.
- a project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- a Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events

Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board.
- **Annual Project Review.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. This review is driven by the Project Board and may involve other stakeholders as required.

Evaluation

- About six months prior to the end of the project. The evaluation will assess relevance, effectiveness, efficiency, impact and sustainability of the project, identify lessons and make recommendations for any future face of the project and for potential scaling up of piloted initiatives.
- The project evaluation will be carried out in accordance with UN/UNDP rules and regulations on monitoring and evaluation.

In addition, the following monitoring tools will be used:

- quarterly and annual progress reports;
- visits of a staff of the UNDP Governance and Local Development Unit, including project activity trips;
- the Project Board will meet at least twice a year;
- review of workshop evaluation forms.

Quality Management for Project Activity Results

OUTPUT 1: *The government of Kazakhstan will receive access to required tools and information for the ratification of the Convention on the Rights of Persons with Disabilities based on the analysis of best international practices as well as an improved mechanism of special social services for persons with disabilities*

Quality Management for Project Activity Results

Outcome 1: APPROVAL AND SUCCESSFUL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS AND IMPROVE THE QUALITY OF LIFE OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES		
Activity Result 1	Successful implementation of the Action Plan to Implement the UN Convention on the Rights of Persons with Disabilities	Start Date: April 2012 End date: December 2014
Goal	Phase I Action Plan is successfully implemented	
Description	<p><i>Planned actions for achievement of activity outcome.</i></p> <p>1.1. Research to develop recommendations on improving the mechanism of control and monitoring of progress of the Action Plan</p> <p>1.2. Taking Inventory (certification) of existing buildings and facilities to assess accessibility for persons with disabilities in the selected region</p> <p>1.3. Research to create a barrier-free environment for persons with disabilities and low-mobility population groups</p> <p>1.4. Public hearings on preparation for the Asian Summer Deaflympics in Seoul (May 26 - June 2 this year)</p> <p>1.8 A study tour to explore international experience on implementation of the Convention on the Rights of Persons with Disabilities and provision of special social services</p>	
Quality Criteria	Quality Method	Date of Assessment
<ol style="list-style-type: none"> 1. Number of participants 2. Number of workshops and round tables 3. Travel goals are agreed on with stakeholders 4. Students' knowledge before and after the study tour 5. Information from study tour feedback questionnaires 6. Extent of application of new knowledge/ skills 7. Expert recommendations 8. Working group discussions and decisions 	<ul style="list-style-type: none"> • List of participants • Workshop agendas • Activity result report • Analysis of participants' evaluation questionnaires • Expert's terms of reference • Expert research reports and recommendations • Minutes of working group meetings • Comprehensive reports on activities are completed and circulated among the Project Board members (on a quarterly basis) • Training impact assessment • Stakeholder participation in workshops and conferences are accounted for and documented • Working meeting programmes • Final decisions/recommendations • Using acquired knowledge in the work, individual interviews 	April 2012 - December 2014

Outcome 1: APPROVAL AND SUCCESSFUL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS AND IMPROVE THE QUALITY OF LIFE OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES		
Activity Result 2	THE SYSTEM OF SPECIAL SOCIAL SERVICE STANDARDS IS IN PLACE	Start Date: January 2012 End date: December 2014
Goal	Phase I Action Plan is successfully implemented	
Description	<p><i>Planned actions for achievement of activity outcome.</i></p> <p>3.1. Research on the development of regulatory standards, identification of the list and exploring the service monetization possibility</p> <p>3.2. Pilot study on the development of regulatory standards, identification of the list and exploring the service monetization possibility</p> <p>3.3. Round table discussing the results of research on the development of regulatory standards, identification of the list and exploring the service monetization possibility</p>	
Quality Criteria	Quality Method	Date of Assessment
<ol style="list-style-type: none"> 1. Number of round table participants 2. Students' knowledge before and after the study tour 3. Project partners' proposals on training (Yes/No) 4. Extent of application of new knowledge/ skills 5. Use of developed courses and manuals under existing educational programmes 6. Sharing experience of pilot projects at the national level 7. Mediation publications for large audience 	<ul style="list-style-type: none"> • List of participants • Plan of activities • Training modules for trainers and participants • Training activity result report • Analysis of participants' evaluation questionnaires • User guides and manuals are published and circulated among partners • Comprehensive reports on activities are completed and circulated among the Project Board members (on a quarterly basis) • Stakeholder participation in workshops are accounted for and documented • Workshop and working meeting minutes • Experts' final decisions/ recommendations • Number of published mass media materials, monitoring of publications 	April 2012 - December 2014

Outcome 1: APPROVAL AND SUCCESSFUL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS AND IMPROVE THE QUALITY OF LIFE OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES		
Activity Result 3	Phase I Action Plan is successfully implemented	Start Date: January 2012 End date: December 2014
Goal	Phase I Action Plan is successfully implemented	
Description	<p><i>Planned actions for achievement of activity outcome.</i></p> <p>3.1 Encouraging set-up/development of day care services by non-governmental organizations and/or medical and social institutions, as well as expanding the scope of home-based services (through piloting)</p> <p>3.2 Development of standards and rules for special social services provided by NGOs, technologies and methods to assess the needs of persons requiring the support</p>	

Quality Criteria	Quality Method	Date of Assessment
8. Number of round table participants 9. Students' knowledge before and after the study tour 10. Project partners' proposals on training (Yes/No) 11. Extent of application of new knowledge/ skills 12. Use of developed courses and manuals under existing educational programmes 13. Sharing experience of pilot projects at the national level 14. Mediation publications for large audience	<ul style="list-style-type: none"> • List of participants • Plan of activities • Training modules for trainers and participants • Training activity result report • Analysis of participants' evaluation questionnaires • User guides and manuals are published and circulated among partners • Comprehensive reports on activities are completed and circulated among the Project Board members (on a quarterly basis) • Training impact assessment (on a quarterly basis) • Stakeholder participation in workshops are accounted for and documented • Workshop and working meeting minutes • Experts' final decisions/ recommendations • Number of published mass media materials, monitoring of publications 	April 2012 - December 2014

Outcome 1: APPROVAL AND SUCCESSFUL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS AND IMPROVE THE QUALITY OF LIFE OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES		
Activity Result 4	Recommendations on streamlining social benefits are made	Start Date: January 2012 End date: December 2014
Goal	Phase I Action Plan is successfully implemented	
Description	<i>Planned actions for achievement of activity outcome.</i> 4.1 An analytical review of the social benefit system to improve the current legislation	
Quality Criteria	Quality Method	Date of Assessment
1. Number of round table participants 2. Students' knowledge before and after the study tour 3. Project partners' proposals on training (Yes/No) 4. Extent of application of new knowledge/ skills 5. Use of developed courses and manuals under existing educational programmes 6. Sharing experience of pilot projects at the national level 7. Mediation publications for large audience	<ul style="list-style-type: none"> • List of participants • Plan of activities • Training modules for trainers and participants • Training activity result report • Analysis of participants' evaluation questionnaires • User guides and manuals are published and circulated among partners • Comprehensive reports on activities are completed and circulated among the Project Board members (on a quarterly basis) • Training impact assessment (on 	April 2012 - December 2014

	<ul style="list-style-type: none"> • a quarterly basis) • Stakeholder participation in workshops are accounted for and documented • Workshop and working meeting minutes • Experts' final decisions/ recommendations • Number of published mass media materials, monitoring of publications 	
Outcome 1: APPROVAL AND SUCCESSFUL IMPLEMENTATION OF THE 2012-2018 ACTION PLAN TO SECURE THE RIGHTS AND IMPROVE THE QUALITY OF LIFE OF PERSONS WITH DISABILITIES UNDER THE CONVENTION ON THE RIGHTS OF PERSONS WITH DISABILITIES		
Activity Result 5	Effective Project Management	Start Date: April 2012 End date: December 2014
Goal	Phase I Action Plan is successfully implemented	
Description	<i>Planned actions for achievement of activity outcome.</i> EFFECTIVE PROJECT MANAGEMENT	
Quality Criteria	Quality Method	Date of Assessment
<ol style="list-style-type: none"> 1. Organizational structure of the project, Project Board composition 2. Number of the Project Board meetings 3. Appointment of the Project Manager 4. Proposal of the parties involved in project planning and implementation 5. Regular updating of the risks log, adequate risk management 6. Project progress in accordance with the work plan 7. Effective management of project resources according to the work plan 	<ul style="list-style-type: none"> • Minutes and reports of the Project Board meetings • Report of the selection committee on appointment of the project manager and assistant • Risks log • The project work plan and annual budget revision reports • Financial and narrative reports 	April 2012 – December 2014

VII. Legal Context

This document together with the Standard Basic Agreement signed by the Government of Kazakhstan and UNDP on UNDP's support for the project national execution is governed by the respective SBAA provisions. Consistent with the Article III of the Standard Basic Assistance Agreement, 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.

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 executing agency'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 the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

UNDP agrees to undertake all reasonable efforts to ensure that the funds allocated under this Project Document are used appropriately and that none of the UNDP funds allocated to the Project are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts allocated 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/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

VIII. ANNEXES

Annex 1: Risks log

Annex 2: Communications and monitoring plan

Annex 3: Terms of reference for Project Manager

Annex 1: Risks log

#	Description	Impact & Probability	Countermeasures / Mngt response	Submitted, updated by	Last Update	Status
1	Change of national and local political priorities	P = low I = high	Involving a wider range of partners; matching project goals with objectives set out in the country's policy documents and programmes			
3	Duplication or conflict with other initiatives of donor agencies/government projects	P = medium I = medium	Regular coordination meetings with donors and national partners working in this area			

Annex 2: Communications and Monitoring Plan

Type of action	Parties involved	Deadline	Completion	Status
Quarterly progress reports	Project manager	Quarterly		
Quarterly review report and work plan update	Project manager	Quarterly		
Biannual Project Board meeting	Project Board	End of August 2012, June 2013, December 2014		
Annual project review by the Project Board	Project Board	December 2012, December 2013, December 2014		
Annual project progress report	Project manager	December 2012, December 2013, December 2014.		
Onsite project monitoring	UNDP programme staff	Each project activity		
Annual Procurement Plan	Project manager	May 2012, February 2013, February 2014		
Annual Inventory taking	Project manager	Annually		
Transfer of Assets	Project manager	At the end of the project		
Final project outcome review meeting	Project manager, Project Board	At the end of the project		

Annex 3: Terms of Reference of the Project Manager

Project manager

Terms of Reference (ToR)

Job Title:	Project manager
Project:	Improvement of the social protection system in line with international standards
Supervisor:	Governance and Local Development unit
Тип контракта:	Service contract
Post Level:	
Supervisor:	Head of Governance and Local Development Unit
Number of jobs:	1
Duration:	1 year (renewable)
Place:	Astana, Kazakhstan

Brief Description

The project aims to assist the Ministry of Labour and Social Protection of Kazakhstan in implementation of social policies to improve delivery of special social services, with a focus on persons with disabilities, and to facilitate poverty reduction policies. These efforts include:

- promotion of phased implementation of the 2012-2018 Action Plan to Ensure Rights and Improve the Quality of Life for People with Disabilities in the Republic of Kazakhstan
- establishment of the system of special social service standards
- implementation and improvement of deinstitutionalization of medical and social institutions
- streamlining of the state social benefit system

Duties and Responsibilities:

Under the overall supervision of the Head of the Governance and Local Development Unit and under the direct guidance of the Programme Coordinator, the Project Manager has responsibility for high-quality project management. The Project Manager will perform:

- Project and financial management
- Support to resource mobilization
- Advocacy and Co-ordination

The Project Manager's functions will include:

Project and financial management:

- Prepare and update work plans and budgets;
- Manage international and local consultants and conduct performance reviews in accordance with UNDP rules, regulations and procedures;
- Manage financial allocations, ensure timely payments in accordance with UNDP rules, regulations and procedures;
- Prepare procurement plans and oversee procurement and logistics for project implementation;
- Monitor and analyze the project environment and progress, using applicable M&E and risk management tools where relevant, and advise on timely readjustments of strategies and corrective actions;
- Produce periodical thematic and financial reports for the Project Board and donors;
- Provide regular reports on the project progress issues to the of the Governance and Local Development Programme Coordinator;
- Comply with security and safety requirements and regulations and ensure the same are respected by project consultants;

Support to resource mobilization:

- Establish and further develop contacts and cooperation with the relevant UN Agencies, government institutions, bi-lateral and multi-lateral donors, private sector, civil society in the area of legal reform and judiciary on strategic goals of UNDP, country needs and donors' priorities;
- Seek information on donors and share information on opportunities for resource mobilization with the Programme Coordinator
- Develop best practices within the framework of project activities and feed these into UNDP's overall governance strategy.

Advocacy and Co-ordination:

- Ensure and coordinate meaningful participation of all national and international stakeholders in all phases of planning and implementation processes;
- Ensure regular communication and coordination with project donors and partners and develop and maintain effective mechanisms for integrating and responding to their feedback and insights;
- Play an active advisory role on rule of law issues within the UNDP governance team and in other settings as required

Recruitment Qualifications:

- University degree in social science, public administration or a related field;
- At least 5 years of professional experience in development programming with focus on human potential development
- propriety related sphere, extensive experience of project management and a demonstrated ability to manage complex technical assistance projects
- Knowledge of the country's socio-political context and practical experience in the area of justice and rule of law;
- Ability to work in an environment requiring liaison and collaboration with multiple actors including government representatives, donors and other stakeholders;
- Ability to work under pressure, to tight deadlines and to handle multiple tasks;
- Fluency in Kazakh, English and Russian (oral and written).
- Knowledge of UN/UNDP policies and programme frameworks and previous experience working for the UN will be an asset.