

**Project Appraisal Committee (PAC) Meeting Minutes for the
"Supporting Multidimensional Poverty Measurement and Strengthening Capacity of Statistical Office"
in Antigua and Barbuda**

UN House, Christ Church Barbados
10th October 2014

Agenda

1. General Introductions. (Antigua and UNDP)
2. Overview of Project (Ms. Cherise Adjodha)
3. Review of Project by PAC Checklist
4. Approval
5. Closure of Meeting

1. General Introduction

Ms. Lara Blanco (Chair) welcomed persons to the meeting noting that this Project Appraisal Committee (PAC) was convened to review the 2014 Annual Work Plan (AWP) titled "**Supporting Multidimensional Poverty Measurement and Strengthening Capacity of Statistical Office**" for Antigua and Barbuda. The meeting was convened in the internal conference room of the UNDP. The Chair explained the objective of the PAC meeting and then allowed for brief introduction of participants.

2. Overview of Project

The Chair handed the meeting over to Ms. Adjodha to present the overview of the project.

Ms. Adjodha thanked the Antigua and Barbuda's representative, Mr. Edwards, for his presence at such a short notice.

Ms. Adjodha informed the meeting that the UNDP has been doing some work with OECS countries' Statistical offices in the areas of capacity building in statistics as well as the multi-dimensional poverty measurement. The OECS countries are all at various levels of implementation in terms of the Labour force survey. Antigua and Barbuda hasn't conducted a Labour force survey in the last 25 years.

Mr. Edwards pointed out that to the best of his knowledge Antigua and Barbuda never had a Labour force survey before.

Ms. Adjodha noted that the OECS Commission in progress in harmonizing various aspects of the economic union inclusive of the raw data management as well as harmonizing the Labour force survey. Therefore UNDP is seeking to standardize its multi-dimensional poverty index (MPI) to be part of harmonizing progress in the OECS.

Ms. Adjodha also highlighted that this project will be supporting Antigua and Barbuda in running their Labour force survey through hardware and software. This AWP contains some South-South cooperation through the support of Mr. Edwin St. Catherine from the statistical office in St. Lucia providing some training.

The Chair highlighted that the Oxford colleagues had suggested the current software for running the MPI. This training was provided to representatives of the OECS countries on board at that time. Will this training take place in this AWP?

Mr. Edwards responded that training will be needed and some will take place under this AWP. The full training needed will not be able to take place in this quarter given the limited time.

Mr. Edwards highlighted that they have identified through previous censuses and surveys that there are limitation in regards to processing, data capture and analysis of data. It also recognized that there is a need to develop certain capacity as well as to improve the quality and the timeliness of the statistics that are being produced.

Mr. Edwards noted that the Labour force survey was identified as a key tool especially given that Antigua and Barbuda was one of the larger economies in the OECS. Consultations with the UNDP led to the identification of areas which could be conducted during this quarter and would prepare Antigua and Barbuda for the conduct of the harmonized Labour force survey and aspects of the MPI.

3. Review of Project by PAC Checklist

The Chair introduced the Checklist for Review of Project Documents (PAC Checklist). It was outlined that the meeting will go through the PAC checklist section by section allowing for any questions or comments to be raised when addressing the particular section.

Ms. Adjodha noted that an attachment to these minutes should be the email for the government of Antigua and Barbuda supporting the AWP.

Section 1 – General

No other comments were given.

Section 2 – Situation Analysis and Strategy

Ms. Chase recommended that the situation analysis could be expanded slightly to provide additional background information.

Ms. Adjodha pointed out of paragraph 4 of the AWP.

Ms. Chased agreed that this paragraph appears to be acceptable.

Section 3 – Annual Work Plan

No other comments were given.

Section 4 – Management Arrangements

It was recommended that the Statistics Division checks to see whether the account can be reactivated and would be in compliance with existing government procedures to utilise for the receipt of funds for the project. It was also recommended that a brief orientation to UNDP rules and procedures as it relates to HACT be conducted

Section 5 - Monitoring and Evaluation

No comments.

Section 6 - Legal Context

No comments.

Section 7 – Annexes

- i. No comments

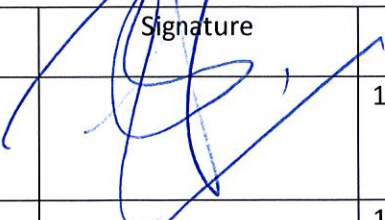





4. Approval

Participants of the meeting agreed to the approval of the AWP pending the minor adjustments noting that the AWP met the PAC checklist.

5. Closure of Meeting

The Chair thanked participants of the meeting for their time and contribution. Goodbyes were exchanged.

Participants:

Name	Organisation	Signature	Date
Lara Blanco	Resident Representative a.i. UNDP (Chair)		10 th October 2014
Cherise Adjodha	Poverty Reduction- Programme Analyst		10th October 2014
Janine Chase	Project Manager, Youth-IN		10th October 2014
Musaad Al Saleh	Project Analyst, Energy, Environment and Climate Change		10th October 2014
Dwayne Nurse	Programme Assistant		10th October 2014
Stachel Edwards	Chief Statistician, Antigua and Barbuda		10th October 2014