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GNB00091913

14 March 2016

Dear Sir,

Subject: NARRATIVE REPORT AS OF DECEMBER 2015

Enclosed, please find the Narrative Report for project **Guinea Bissau International Technical Support**, as of **31 December 2015**.

The report focuses on the preparation of technical notes of preliminary projects within the framework supporting the implementation of trade policy, project management support and preparation of category 2 projects.

If you have any questions or comments, please do not hesitate to contact:

Amadu Bailo Camara,
Programme Manager, Head of
Programme Management Support Unit (PMSU).
Email amadu.b.camara@undp.org
Tel.: +245 673 07 07

Yours sincerely,

A handwritten signature in blue ink, which appears to read 'Gabriel Labão Dava', is positioned above the printed name.

Gabriel Labão Dava
Deputy Resident Representative Program
UNDP Guinea-Bissau

Mr. Bernhard Schlachter
Executive Officer
EIF Trust Fund Manager
UNOPS

Guinea Bissau ITA Update

Activities report (September-December 2015)

Project title:	International Trade Advisor (ITA) Update in Guinea Bissau
Main Implementing Entity (MIE):	United Nation Development Programme
Government implementing partner:	Ministry of Commerce and Handicrafts (MCH)

This report aims to list the main activities developed by ITA during the period from 1 September to 31 December 2015, under the technical assistance framework to the technical team of the Ministry of Commerce and Handicrafts, responsible for implementing the Enhanced Integrated Framework (EIF) project in Guinea Bissau.

Activities	Progress
Communication strategy and the formulation and execution of the trade policy	<p>The ITA Contributed to the review/integration of GFAS grants/SE and drafted the final version of the communication visibility strategy and of the National Implementation Unit (NIU)/ EIF. He also contributed to the review/update of 4 laws on trade, developed and validated in 2012 with support of the NIU, but not published. The ITA also elaborated a concept note for the development of the commercial strategy of Guinea Bissau for the period 2016-2020.</p> <p>During the reporting period, the ITA conducted 12 field missions to the regions of Bissau, Bolama & Bijagos (Bubaque), South (Buba and Quebo) East (Bafata and Gabu), North - Cacheu (St. Dominic, Canchungo and Cacheu) and Oio (Farim, Mansoa and Bissorã) to hear the opinions of the authorities in the public and private sectors and local civil society. Those opinions would serve as their contribution toward the development of the business strategy.</p> <p>He contributed to the preparation and participated in the Dakar mission from 30 November to 4 December. The objective was to learn from the Senegalese experience in relation to the creation and implementation of coordinative and regulatory trade structures in Guinea Bissau. The mission was led by Mr. Abbas Djalo, Coordinator of the NIU and integrated also by Messrs. Lassana Fati, responsible for the trade policy of the NIU and Aureliano Gomes, representing the private sector (Chamber of Commerce).</p>
First phase of DTIS update, drafting of project on artisanal fishing and project management	<p>The ITA supported and actively participated in the DTIS update process (preparation of missions programs/field visits and technical notes), participated as a jury member in national and international consultant selection processes and accompanied the DTIS mission (business field, preparation and participation in coordination meetings (NUI / EIF / UNDP / technical team)) and preparation of the preliminary report. He also contributed towards the preparation of documents and the realization of two</p>



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	<p>extraordinary meetings of the steering committee (3 and 9 November 2015 respectively) as part of the DTIS main mission, having participated in them.</p> <p>He conducted the review of the ToR and participated in negotiations with the lead consultant, supervised the process and prepared an opinion on the draft project submitted to PMU/EIF. The ITA reviewed the ToR and supervised the process for the recruitment of the consultant to perform the audit of the 2014 accounts of the NIU. He also supported financial administrator in preparing the financial report for the 3rd quarter (Q3) of the NIU/EIF.</p> <p>He supported the review and approval by the EIF Steering Committee of the following project documents: NIU/EIF Communication Strategy, Revised NIU AWP 2015-2016, ITA AWP and mission agenda to the regions for information gathering in the preparation of the business strategy. The ITA also Contributed towards the preparation of the ToR and the recruitment of consultant to lead training on “Operational planning and management of programs and projects”. The training took place between 28 September and 9 October 2015.</p>
<p>Meetings with partners</p>	<p>During that period, he promoted and participated in meetings with the Embassies of Spain (Facilitator/Donor) and Portugal (the main trading partner of Guinea Bissau) within the framework of the project activities.</p>

The political instability the country has experienced since August 2015 have had a direct impact, both in the preparation and delivery of activities, as well as the adoption of decisions by policy-makers, despite the efforts of the parties involved (PMU / EIF / UNDP / ITA).

17