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GNB00091913

26 October 2015

Dear Sir,

Subject: NARRATIVE REPORT AS OF SEPTEMBER 2015

Enclosed, please find the Narrative Report for project **Guinea Bissau International Technical Support**, as of **30 September 2015**.

The report focuses on the recruitment process of the International Trade Advisor and the initial reconnaissance work carried out by him which includes meetings with stakeholders and preparation of a '*Concept Note for the Formulation of the Trade Policy of Guinea Bissau*', among other activities.

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

Amadu Bailo Camara,
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Programme Management Support Unit (PMSU).
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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 (July-September 2015)

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

UNDP, at the request of the Government has begun to facilitate the formulation of the Guinea Bissau ITA Support Project. The necessary country-level agreement between UNDP and the EIF TFM (UNOPS) was signed in December 2014 and the agreed amount of 226,800 USD transferred in January, 2015.

This report outlines the activities undertaken by UNDP to recruit the ITA, and the ITA's activities over the period July through September 2015.

Activities	Progress
Recruitment of Guinea Bissau International Trade Advisor (ITA)	UNDP launched the International Trade Advisor (ITA) recruitment process in January 2015 and concluded on June 11 2015 with the signing of the contract. He took office on July 13, 2015 and it was installed at the Project Management Unit (PMU) at the MCH under the direct supervision of the PMU Coordinator.
Commencement of the Technical Assistance Work Programme	<p>The first task of the ITA was to develop an understanding of the projects being executed and the potential for commercial activity in agriculture, fisheries, industry, mining, quality standards, tourism, trade facilities, etc. The ITA revised the AWP and logical framework of the project, prepared a programme of activities and submitted it to the Ministry of Commerce. A tentative agenda of activities and budget for the month of October was prepared jointly by the ITA and the Ministry of Trade which included initial meetings with management and staff from several ministries, banks, important organizations, associations and civil society organizations.</p> <p>The ITA prepared a '<i>Concept Note for the Formulation of the Trade Policy of Guinea Bissau</i>' for the period 2016-2020 with a method based on an interactive and inclusive approach, which includes consultations across a wide spectrum of national stakeholders. In it, he outlined a Commercial Strategy to be executed in two phases and in alignment with</p>



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	<p>the already existing '2025 Guinea Bissau Strategic Plan' and the 'TERRA RANKA 2015-2020 Strategic Operational Plan'. He is currently preparing questionnaires for information gathering in order to identify the needs of the commercial sector in the country. The concept note was submitted to the Project Coordinator for approval.</p> <p>The following are other activities undertaken by the ITA during the reporting period:</p> <ul style="list-style-type: none"> • Prepared technical notes on the communication strategy and prepared ToRs for capacity building programmes; • Reviewed and approved updated DTIS concept note in collaboration with PMU; • Participated in the recruitment process for hiring an auditor at EIF-Guinea Bissau; • Participated in the recruitment processes for international experts in several areas for DTIS update (mining, capacity development, trade policy, competitiveness and tourism); • Held two working meetings with the General Directorate of Trade and Integration in relation to the draft law project on commercial activity, competition, inspection and crafts, concluded in 2012. Currently participating in the preparation of the final version for submission to the government for approval; • Identified complementary regulations to be prepared, notably in relation to the pricing regime; <p>To date, the ITA has submitted two monthly reports to the PP, the first dated August 19, 2015 and the second, dated September 23, 2013.</p>
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The delay experienced in the DTIS updating process and the fact that the country had no government during the period August 12 through October 11 had a negative impact in the operation of the project. Despite the political situation and its repercussion in the functioning of the Public Administration, planned activities have progressed well.

69