

<p align="center">UNITED NATIONS DEVELOPMENT PROGRAMME Georgetown, Guyana</p>	<p>Mission Report Summary Date: 5 May 2015</p>
<p>Name(s) of Traveller(s): Shonelle Chase-Wishart</p> <p>Unit:GUY10</p> <p>Project No. & Title:00091991 - ADF II</p>	<p>Mission period & Itinerary:16 April to 2 May 2015</p> <p>Travel authorization date: 16 April 2015</p>
<p>Purpose of the Mission (<i>specify the type of work which has/had to be accomplished</i>): Scoping and Training missions for the implementation of the ADF II CDPs in various Region 1, Moruca District amerindian villages</p>	
<p>Brief summary of the Mission Findings:</p> <p>A. Findings:</p> <ul style="list-style-type: none"> - Four (4) out of the nine (9) villages team 1 visited signed the MCGA. - Nine (9) scoping missions conducted. Three (3) Joint Training Sessions conducted Joint training session 1 - Koko & Santa Rosa Joint training session 2 - Parakese & Wallaba Joint training session 3 - Assakata, Warapoka & Santa Cruz - Scoping Meetings have no direction and need to be improved. Meetings need to be consistent with key points and a timeline and to flow in an effective and focused manner. Scoping missions whenever possible can be done in half day however content and conduct of meetings should be improved to reduce time wasting. UNDP made the suggestions to have two (2) scoping in one day whenever possible to reduce budget and time constraints. See attached ANNEX A. - Despite the insistence of the UNDP before and during the mission, training tessions are still not interactive. The sessions need to be better tailored to suit participants. The timespan of these sessions are not having a significant impact of the consumption and comprehension of the information given. Better explanations needed for all key terms and concepts. Templates should be created for all topics that require extensive explanations. Please see attached ANNEX B: suggested changes for the training manual. - New content added to scoping and training meetings lacked proper explanations. Content not being given the sufficient explanations to ensure proper understanding. - Proper reconnaissance work needs to be done before the confirmation of every mission in an effort to reduce the waste of time, money and other resources. ADF II team should ensure that each village has the following items completed: <ul style="list-style-type: none"> - CMT members confirmed - Bank account opened - CDP confirmed - Public meeting held to confirm CDP and to work towards creating an estimate for the CDP in preparation for the team's arrival. This will endeavour to reduce time spent at scoping and create an effective use of time. - Despite numerous indications and insistence from UNDP the project manager is still conducting the scoping and training sessions instead of the CDF. - Joint training deemed a positive and effective move for the missions. Villiages are now getting an opportunity 	

to learn from each other.

- Logistics and budgeting for each mission needs to be improved upon.

B. Results achieved/Decisions made:
See Attached Annex A

Follow-up action matrix:

Action(s)	By whom	Time-line
Post mission briefing	MoAA ADF II PMU/ UNDP	within 1 st week after completion of mission
Mission reports to be prepared and sent to UNDP	MoAA ADF II PMU	within 2 weeks after completion of mission
Signed MCGA, budget and workplan to be sent with request for disbursement of first tranche	MoAA ADF II PMU	within 2 weeks after completion of mission
Mora, Santa Rosa, Parakese, Santa Cruz and Father's Beach to conduct meeting with recorded minutes and list of persons to change CDP. Letter to be sent to MoAA	Mora, Santa Rosa, Parakese, Santa Cruz and Father's Beach Community	

Key counterparts met:

Villagers from: Koko, Mora, Santa Rosa, Parakese, Wallaba, Assakata, Warapoka, Santa Cruz and Father's Beach

Kamwatta (see ANNEX C) and Huradiah (see R. Cumberbatch BTOR for ADF II Region 1 mission) were also visited.

Distribution of mission report: Ronald Cumberbatch, Patrick Chesney, Chisa Mikami, Khadija Musa

Mission report uploaded on ATLAS?

Annexes: 2