

**United Nations Development Programme  
Country: Kyrgyzstan  
ANNUAL WORK PLAN 2017  
BIODIVERSITY FINANCE INITIATIVE (BIOFIN)**



*Empowered lives.  
Resilient nations.*

**UNDAF Outcome:**  
**1** Pillar 3: Inclusive and Sustainable Job-Rich Growth for Poverty Reduction

Outcome 1: By the end of 2016, population, especially vulnerable groups, benefit from inclusive growth leading to decent and productive employment and improved access to productive natural resources, services and food security

Outcome 2: By the end of 2016, sustainable management of energy, environment and natural resources is operationalized

**BIOFIN Expected Outputs:** Output 1: National policy dialogue is fostered based on Biodiversity Finance Policy and Institutional Review and Biodiversity Expenditure Review.

Output 2: Finance Needs Assessment informs the decision making towards creating enabling environment for implementation of priority strategies and activities.

Output 3: National Biodiversity Finance Plan is developed and operationalized to implement integrated financing solutions.

Output 4: Implementation of the Biodiversity Finance Plan is initiated at national level

**Implementing agency:** United Nations Development Programme in Kyrgyz Republic  
**Implementing partners:** Ministry of Economy, State Agency for Environment Protection and Forestry, Ministry of Finance

**Brief Description:**

Because of the pressing need for tools and approaches to achieve Target 20 of the CBD Strategic Plan, UNDP launched the Biodiversity Finance Initiative – BIOFIN – as a new global partnership seeking to address the biodiversity finance challenge in a comprehensive manner. The aim of BIOFIN is to enable governments to build a sound business case for increased investment in the conservation, sustainable use and equitable sharing of benefits of ecosystems and biodiversity, with a particular focus on identifying and filling finance needs at the national level. The project will provide a tool to help countries quantify the biodiversity finance gap at a national level, to improve cost-effectiveness through mainstreaming of biodiversity into national development and sectoral planning, and to develop comprehensive national resource mobilization strategies.

Programme Period:	2016-2018
Project title:	Biodiversity Finance Initiative (BIOFIN)
Atlas Project ID:	00097183
Start Date:	April, 2016
End Date:	December, 2018
Management arrangements	DIM

<b>Total 2017 AWP Budget</b>	<b>\$340 686,00</b>
Total resources required:	
<b>Government of Switzerland</b>	<b>\$236 686</b>
<b>Parallel funding:</b>	
PEI Project:	\$66 000,00
NCSA III:	\$38 000,00

**Approved by UNDP:**

Ms. Aliona Niculita,  
Deputy Resident Representative

Signature: \_\_\_\_\_ Date: 02 FEB 2017



Activity result 1.3. Capacity development of stakeholders on BIOFIN process											
Action	X	X	X	X	X	X	National BioFin team, UNDP	BIOFIN	National consultants	5,038.00	
											MinFin, SAEPF, MinEconomy, NSC, selected ministries and CSO/NGOs, national BioFin team
Subtotal:											
Activity result 1.4. Supporting the policy processes in sectoral strategic planning and budgeting and conservancy											
Action 1.4.1. Support and facilitate dialogue on sectoral planning and budgeting of biodiversity in accordance with the national conservation programmes (with case study on costing of expenditure of the protected area)	X	X	X	X	X	X	MinFin, SAEPF, MinEconomy, NSC, selected ministries and CSO/NGOs, national BioFin team, PEI team	BIOFIN/PEI	Local expert, Workshop	7,000	2,000
Action 1.4.2. Supporting the policy discussion on incentives and best practices for biodiversity in context of sustainable development and green economy				X	X		MinFin, SAEPF, MinEconomy, NSC, selected ministries and CSO/NGOs, national BioFin team, PEI team	BIOFIN	Local expert, events	5,500	
Action 1.4.3. Organisation of national dialogue fora and awareness raising campaign to strengthen collaboration in biodiversity and ecosystem conservation and governance between civil society, business and agencies	X	X	X	X	X	X	SAEPF, MinEconomy, selected ministries and CSO/NGOs, Biofin, PEI, PAGE, GIZ, WAVES	BIOFIN / PEI	Event	3,000	
Subtotal:											
Activity result 1.5. Mainstreaming strategies through the NBSAP revision processes											
Action 1.5.1. Review, stocktaking of the current status of NBSAP implementation and its updating, analysis of alignment to the CBD targets and national sustainable development strategy. Supporting to promote for the peer-reviewing on the NBSAP Forum	X	X	X	X	X	X	SAEPF, Academy of Sciences, MinEconomy, NSC, CSO/NGOs, Biofin, NCSA,	BIOFIN / NCSA III	Local experts, workshop	2,000	4,000
Action 1.5.2. Study on access and benefit sharing to genetic resources including gender equity issues (joint publication with UNDP-GEF NCSA III Project)				X	X		UNDP, Academy of sciences, NCSA3	BIOFIN / NCSA III	Local expert, publication	11,000	15,000
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Activity result 1.6. Mainstreaming strategies through the NBSAP revision processes											
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<p><b>Output 2: Finance Needs Assessment informs the decision-making towards creating enabling environment for implementation of priority strategies and activities</b></p> <p><b>Baseline:</b></p> <ol style="list-style-type: none"> <li>Detailed cost projections for priority biodiversity activities and strategies are not available.</li> <li>Robust calculations for the national biodiversity finance gap are not developed.</li> </ol> <p><b>Indicator:</b></p> <ol style="list-style-type: none"> <li>The financial needs assessment with detailed cost projection for priority biodiversity activities and strategies is validated with all stakeholders.</li> <li>The National Biodiversity Strategy and Action Plan (NBSAP) is costed</li> </ol> <p><b>Target:</b></p> <ol style="list-style-type: none"> <li>Financial needs are identified for all priority biodiversity actions and strategies including the analysis of the gender-related needs, using the BIOFIN methodology.</li> <li>The national biodiversity finance gap is estimated</li> </ol>	<p>Action 1.5.3. Supporting to set national biodiversity targets, principles, main priorities and implementation indicators linked to the SDGs targets (together with UNDP-GEF NCSA III Project)</p> <p>SAEPF, Academy of Sciences, BIOFIN / NCSA III MinEconomy, NSC, CSO/NGOS, Biofin, NCSA,</p> <p>Local experts, event</p> <p>6,000</p> <p>13,000</p> <p>22,000.00</p> <p>38,000.00</p> <p>0.00</p>	<p>Subtotal:</p> <p>7,000</p> <p>7,000</p> <p>TOTAL Output 1:</p> <p>145,994.00</p> <p>104,000.00</p> <p>2,000.00</p> <p>0</p> <p>4,328.00</p>
<p><b>Output 3: National Biodiversity Finance Plan is developed and operationalized to implement integrated financing solutions</b></p> <p><b>Baseline:</b></p> <ol style="list-style-type: none"> <li>No comprehensive national finance plan for biodiversity in place.</li> <li>No financial solutions or mechanisms are accessed to fill the national finance gap in biodiversity</li> </ol> <p><b>Indicators:</b></p> <ol style="list-style-type: none"> <li>National Biodiversity Finance Plan validated by stakeholders and institutionalized</li> <li># of prioritized financing solutions reviewed</li> </ol>	<p>Action 1.6.1. Supporting the integration of biodiversity aspects for the private incentives</p> <p>SAEPF, Academy of Sciences, BIOFIN MinEconomy, NSC, CSO/NGOS, Biofin, NCSA</p> <p>Local expert, workshop</p> <p>11,473.00</p> <p>5,000.00</p> <p>16,473</p> <p>0</p> <p>4,328</p>	<p>Subtotal:</p> <p>7,000</p> <p>7,000</p> <p>TOTAL Output 1:</p> <p>145,994.00</p> <p>104,000.00</p> <p>2,000.00</p> <p>0</p> <p>4,328.00</p>
<p><b>Activity result 2.1. Develop the Biodiversity Finance Needs Assessment</b></p> <p>Action 2.1.1. Conduct Biodiversity finance needs assessment (Data collection, Consultation Workshops, Drafting of report, Validation workshop)</p> <p>Action 2.1.2. Functional analysis of intersectoral arrangements and costing of institutional changes</p>	<p>MinFin, SAEPF, MinEconomy, NSC, selected ministries and CSO/NGOs, national BioFin team</p> <p>MinFin, SAEPF, MinEconomy, NSC, selected ministries and CSO/NGOs, national BioFin team</p> <p>National consultants, workshops</p> <p>Local experts</p>	<p>Subtotal:</p> <p>7,000</p> <p>7,000</p> <p>TOTAL Output 1:</p> <p>145,994.00</p> <p>104,000.00</p> <p>2,000.00</p> <p>0</p> <p>4,328.00</p>
<p><b>Activity result 3.1. Development of National Biodiversity Finance Plan</b></p> <p>Action 3.1.1. National Consultation on biodiversity finance vision and opportunities</p> <p>Action 3.1.2. Feasibility Studies Financing mechanisms</p> <p>Action 3.1.3. Develop of National Biodiversity Finance Plan</p>	<p>SAEPF, MinFin, Academy of Sciences, MinEconomy, NSC, CSO/NGOS, Biofin, NCSA</p> <p>National BioFin team, UNDP</p> <p>MinFin, SAEPF, MinEconomy, NSC, selected ministries and CSO/NGOs,</p> <p>National consultants, workshops</p> <p>National consultants, workshops</p> <p>National consultants</p>	<p>Subtotal:</p> <p>7,000</p> <p>7,000</p> <p>TOTAL Output 1:</p> <p>145,994.00</p> <p>104,000.00</p> <p>2,000.00</p> <p>0</p> <p>4,328.00</p>

for inclusion in finance plan.	Action 3.1.4. Synthesis report for policy makers/dissemination workshop												
	Targets:		MinFin, SAEPP, MinEconomy, NSC, selected ministries and CSO/NGOs, national BioFin team			BioFin		National consultants					
1. Biodiversity Finance Plan is developed and adopted by national stakeholders .					X								2,438.00
2. Finance solutions are identified, at least 1 financial solution is developed in favour of women													
<b>Output 4: Implementation of the Biodiversity Finance Plan is initiated at national level</b>													
<b>Activity results 4.1. Piloting the selected activity</b>													
<b>Baseline:</b>													
1. Set of measures or activities addressing legal, institutional, entrepreneurial, financial, awareness, capacity matters to put the biodiversity into action are not identified	X	X	X										
<b>Indicators:</b>													
1. # of institutions responsible for the implementation of the financial solutions identified in Biodiversity Finance Plan						X							
<b>Targets:</b>													
1. Biodiversity Finance Plan is initiated													
<b>PROJECT MANAGEMENT</b>													
Project Coordinator, Finance Assistant,													
Comms specialist													34,600
Implementation Support Activities (ISA)													6,632
Contactual services (translations, printing, )													11,000
Miscellaneous													4,000
PMU Administrative costs (Common Security cost, office renting, fuel)													4,000
<b>Total Project Management:</b>													
													57,400.00
<b>Total:</b>													
													336,686
<b>AWP 2017 GRAND TOTAL:</b>													
													340,686
<b>OVERALL TOTAL:</b>													
													470,000.00
													577,000.00
<b>PEI</b>													
													60,500.00
<b>NCSA III</b>													
													38,000.00

Approved by UNDP:

Ms. Aliona Niculita,  
Deputy Resident Representative

*(Signature)* 02 FEB 2017

Signature:

Date:

Date:

**Multi - Year WORK PLAN – BIOFIN Kyrgyzstan**

EXPECTED OUTPUTS Add baseline, indicators including annual targets	PLANNED BUDGET																		
	Donor Code*	Expenses 2016 (USD)	Planned 2017 (USD)	Planned 2018 (USD)	TOTAL USD	ATLAS/ Account Code	Description of expenses and comments	2016				2017							
								Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4				
Baseline Phase		1452,00			1452,00	75700	1 National Workshop												
Inception Report Inception Workshop	11432																		
1.1. Draft Policy and Institutional		1024,00	3929,00		4953,00	71300	1 month PIR Expert, 2 month Finance Expert @ 50%												
Desk Study			3352,00		3352,00	71300	2 months PIR Expert @ 50%, 2 month DC expert												
Data collection	11432		1000,00		1000,00	75700	1 national workshop												
Consultation Workshop			3698,00		3698,00	71300	2 months PIR expert, 2 month Finance expert @ 50%, 1 month DC expert												
Drafting of report			8334,00		8334,00	71200	2 months PPEER consultant												
1.2. Draft Environmental Expenditure Review (PEER)		1025,00	5533,00		6558,00	71300	2 months Env/finance expert, 2 month Finance expert @ 50%												
Desk Study			4511,00		4511,00	71300	2 months Env/finance expert, 2 month DC expert												
Data collection	11432		3000,00		3000,00	75700	2 national workshops												
Consultation Workshop			3988,00		3988,00	71300	2 month Env/finance expert @ 50%, 2 month Finance expert @ 50%, 2 month DC expert @ 50%, 1 month PIR												
PEER/SAR/SO/Consultation			12500,00		12500,00	71200	3 months PPEER consultant												
Drafting of the PEER report			2000,00		2000,00	75700	1 national workshop												
1.3. Road PIR/PEER			0,00		0,00														
Validation Workshop	11432		3988,00		3988,00	71300	1 month Env/finance expert, 1 month Finance expert, 1 month DC expert												
Review by government/Global team			8333,00		8333,00	71200	2 months PPEER consultant												
Final report																			
1.4. Communication/Advocacy of PEER process			8333,00		8333,00	71200	2 month Comms consultant												
Communication strategy development and implementation			4955,00		4955,00	71300	4 months Env/finance expert @ 50%, 2 months Finance expert @ 50%												
Communication training			1000,00		1000,00	75700	2 national workshops												
Communication products development			12500,00		12500,00	71200	3 months Comms consultant												
1.5. Supporting the policy processes and dialogue for in																			
National dialogue, awareness raising			2000,00		2000,00	75700	2 national workshops												
Case study for demonstration (VCS and expenditure costing of Protected area)			10000,00		10000,00	71300	3 local experts												
1.6. Mainstreaming strategies through the NRSAP revision			10000,00		10000,00	71300	3 local experts												
Stocktaking of NRSAP, peer-reviewing			5000,00		5000,00	71300	1 local expert												
Study on ABS to generic resources including gender equity issue (joint)			5000,00		5000,00	71300	2 local experts												
Supporting to the national indicators identification linked to SD and SDGs			2000,00		2000,00	75700	2 national workshops												
National consultations			3000,00		3000,00	75700	3 national workshops												
1.7 Capacity development of stakeholders on NRSAP processes																			
Training, capacity building activity			5000,00		5000,00	71300	2 local experts												
Supporting the capacity development in national programme development and budgeting			5038,00		5038,00	71300	2 months Env/finance expert @ 50%, 2 months Finance expert @ 50%, 2 months DC expert @ 50%												
Training materials development																			
1.8. Engagement and supporting the business community to improve the environmental performance																			

Outcome statement: The enabling frameworks for the unified national policy and dialogue in the field of environmental financing are established

Outcome indicator 1: Number of ministries and actors in the biodiversity finance space that improves communication and efficiency in budget planning, resource mobilization, and biodiversity management.

Baseline: No functional coordination mechanisms in place  
Target: Common policy and a national dialogue in the field of environmental financing

Outcome indicator 2: Number of recommendations for integration of the ecosystem services and biodiversity issues into the policy

Baseline: Policy recommendations for the ecosystem services and biodiversity not identified  
Target: Number of policies and development strategies integrated the ecosystem and biodiversity issues

Activity	Subactivity	Start	End	Duration	Frequency	Location	Personnel	Material	Other	Total	Comments	
<p>1. Detailed cost projections for priority biodiversity activities and strategies are not available</p> <p>2. Robust calculations for the national biodiversity finance gap are not developed.</p> <p>3. The financial needs assessment with detailed cost projections for priority biodiversity activities and strategies is validated with all stakeholders</p> <p>4. The National Biodiversity Strategy and Action Plan (NBSAP) is completed</p> <p>5. National needs are identified for all priority biodiversity activities and strategies including the analysis of the gender market needs using the BIOFIN methodology</p> <p>6. The national biodiversity finance gap is estimated</p>	<p>1. Submitting the integration of biodiversity aspects for private meetings</p> <p>National workshop</p>									6000,00	71300 / 2 local experts	
	<p>2.1. Drafting national report</p> <p>Data collection</p> <p>Consultations Workshop</p> <p>Functional analysis of intersectoral arrangements and costing of institutional changes</p> <p>Drafting of report</p>									1000,00	75700 / 1 national workshop	
	<p>2.2. Finalizing report</p> <p>Validation Workshop</p> <p>Review to government/global team</p> <p>Final report</p>									0,00	75700 / 1 national workshop	
	<p>3. National Biodiversity Finance Plan: finance vision and opportunities</p> <p>Feasibility Studies Financing</p> <p>National biodiversity finance plan draft</p>									3238,00	71300 / 2 month finance expert @ 50%, 2 months Env/finance @50%, 2 months DC expert@50%	
	<p>National biodiversity finance plan validation workshop</p> <p>National Finance Plan final version and report</p>									500,00	75700 / 1 National workshop	
	<p>Synthesis report for policy making/dissemination workshop</p> <p>UNDP CO</p>									1438,00	71300 / 2 months local expert@ 50%	
	<p>UNDP CO</p>									1000,00	75700 / 1 National Workshop	
	<p>UNDP CO</p>									500,00	75700 / 1 National Workshop	
	<p>Development of national Protected Area financing frameworks, including relevant policy and institutional support</p>									5000,00	71300 / 2 local experts	
	<p>Implementation of the proposals/Component 4 Activities</p>									10998,00	71300 / 12 months finance expert @ 50%, 6 months DC expert @50%	
<p>1. Set of measures or activities addressing legal, institutional, entrepreneurial, financial, awareness, capacity matters to put the biodiversity into action are not identified</p> <p>2. # of institutions responsible for the implementation of the financial solutions identified in Biodiversity Finance Plan</p> <p>3. # of institutions responsible for the implementation of the financial solutions identified in Biodiversity Finance Plan</p>	<p>Supplies, IT, connectivity charges, etc</p> <p>Communications and Coordination</p>									1113,00	72800 / Supplies, IT equipment etc	
	<p>Travel Costs</p> <p>Audio Visual&amp;Print Prod Costs</p> <p>National Coordinator</p>									2236,00	75700 / 75700	
	<p>Finance/Project Assistant</p> <p>Translation services</p> <p>Comms specialist</p>									9598,00	71400 / 28 months * USD 1888 @ 100% from Aug/16 to Dec/18	
	<p>Model/In-house expenses</p> <p>Direct Project Costs (DPC)</p>									4150,00	71400 / 33 months * USD 1000 @ 50% from May/16 to Dec/18	
	<p>3000,00</p> <p>5000,00</p> <p>6000,00</p> <p>12000,00</p> <p>71300,00</p>									33590,00	72100 / company services	
	<p>898,00</p> <p>6000,00</p> <p>4030,00</p> <p>6632,00</p>									13000,00	71300 / IC	
	<p>6368,00</p> <p>5800,00</p> <p>6632,00</p>									10888,00	74500 / Any small unforeseen expenses	
	<p>30854,00</p> <p>236686,00</p> <p>201230,00</p> <p>468770,00</p>									74998	Direct Project Costs (DPC)	
	<p>UNDP CO</p>											
	<p>UNDP CO</p>											

TOTALS: UNDP costs: EU - 10/59 Government of Germany - 80117 Government of Kyrgyzstan - 11432 Norway 80187

Summary of budget lines as identified in the AMP tab - for Atlas Inclusion

2017-2018 Budget Line # and Description	Planned FY17	Planned FY18	Actual FY17	Actual FY18	Budget Years
21260 International Consultants	2,040	109,286	114,498	225,833	50,000
21260 Local Consultants	13,748	28,600	28,600	70,948	30,000
21260 Contractual Services - Individuals	3,000	5,000	5,000	13,000	13,000
21260 Contractual Services - Companies	1,113	6,000	6,000	14,226	1,113
21260 Supplies (including V.T. Separation)	7,216	14,500	14,500	33,932	33,932
21260 Audio Visual/Event/Travel Costs	1,452	4,000	4,000	10,898	10,898
21260 Workshops	856	5,600	6,652	18,800	Miscellaneous expenses
21260 Miscellaneous	6,388	236,686	236,686	688,720	CO Direct Project Costs (DPC)
<b>TOTAL</b>	<b>470,000.00</b>	<b>470,000.00</b>	<b>470,000.00</b>	<b>1,230.00</b>	

**Available Funds:**  
 Expenses 2013-2015 (if applicable) \$ 470,000.00 Please refer to your County Latest Authorization Letter  
 Expenses 2016 \$ 30,854.00 Please check the CDIs of 2013-2015 (if applicable for your county)  
 Planned Funds 2017-2018 (as applicable) \$ 437,916.00 Please use the CDIs or PBs or GL report to determine your expenses for 2016  
**Balance** \$ 1,230.00 As planned in the above AMP/budget





## Project Communications Plan

- Project title:** THE BIODIVERSITY FINANCE INITIATIVE (BIOFIN)
- Dates:** January – December 2017
- Geographic area:** The Kyrgyz Republic
- Partners:** Ministry of Finance, Ministry of Economy, State Agency on Environmental Protection and Forestry.
- Stakeholders:** State Inspectorate of the Ecological Safety, Ministry of Agriculture and Land Reclamation, Ministry of Emergencies, National Statistics Committee, Academy of Sciences, The State Agency for Local Self-Government and Inter-Ethnic Relations.
- Beneficiaries:** Ministry of Finance, State Agency of Environment Protection and Forestry under the Government of the Kyrgyz Republic, Ministry of Economy, Parliament Committee on Agrarian Policy, Water Resources, Ecology and Regional Development, , Ministry of Agriculture and Land Reclamation, Ministry of Energy and Industry, Ministry of Emergencies, National Statistics Committee, Ministry of Education, State Agency for Local Self-Governance and Interethnic Relations, private sector and civil society organizations, pilot protected areas, general public
- Messages:** 1) *Save your nature!*  
2) *Invest in nature for sustainable development!*

### Action plan for 2017:

No	What	Who	When	Target audiences	Resources	Product (evaluation criteria)
1.	Coordination of project communication activities	Project Coordinator	Throughout the year	National partners, general public, UN community	No cost	Coordinated communication policy will lead to better cooperation with national partners, media, facilitate inquiry processing, more information on sustainable development issued in mass media and posted

						at internet resources. More issues raised by project and project activities through UNDP web, social media
2.	Communication/ advocacy strategy development for the advocacy of the Public and Private Environmental Expenditures Review (PPEER) process (together with PEI)	Project Coordinator, Comms consultant	Throughout a year	National partners, stakeholderes and beneficiaries	25,000	Communication strategy for the PPEER
3.	Communication training session (together with PEI)	Project Coordinator, Comms consultant	Twice a year 1 <sup>st</sup> -February 16'17, 2 <sup>nd</sup> - tbd	The press and PR specialists from key partners organizations	1,000	Press and PR specialists will be equipped with communication tools for the further advocacy of the PPEER
4.	Regular media coverage of the project events according to AWP	Communication Specialist -IC, project staff	Throughout a year	Expert community, national and international partners, general public, UN community	6,000	At least 12 press-releases, around 10 news on www.undp.kg and undp social internet resources, 2 blogs/success stories/articles on environment and sustainable development issues
5.	Raising public and decision- makers awareness on the PPEER and value of the environment in the wellbeing	Project Coordinator, Comms consultant, Communication Specialist -IC, project staff	3 and 4 quarters	National partners, stakeholderes and beneficiaries, public in general	3,000	Special session for decision makers and business community, 1 video and 3 published informational products on PPEER, 2 TV slots, 2 blog/success story on www.undp.kg and www.nature.kg and social media
6.	Distribution printing materials on public and private expenditures for environment (together with PEI)	Project Coordinator, Comms consultant, Communication Specialist	4 quarter	Expert community, national and international partners, public in general	3,000	Brochure 'Putting Environment on Budget in the Kyrgyz Republic', with infographics (300 copies)

		-IC, project staff				
7.	Building the capacity of mass media to play a role as agents of change through competitions, green-club or campaigns	Communication Specialist -IC, Project Coordinator, SDD	Throughout a year	Mass media, general public	3,000	2 informational campaigns, 3 best articles in newspaper or internet resources are awarded
8	Development of blog and success story on the Project progress	Communication Specialist -IC, SDD Chief, Project Coordinator,	Throughout a year	UN Community, general public	No cost	1 blog and 1 success story to be posted at the regional websites and shared with our colleagues doing similar work across the planet.

UNDP in Kyrgyz Republic  
 Joint Work Plan of UNDP programmes  
 on gender mainstreaming in 2017

**TITLE OF PROJECT: BIODIVERSITY FINANCE INITIATIVE (BIOFIN)**

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
<b>Gender-specific activities of the project (gender studies, gender trainings, gender advocacy campaigns)</b>							
Gender equality is promoted in the National Biodiversity Strategy and Action Plan	Study on Access and benefit sharing of the genetic resources and gender equality issues		x	x		BIOFIN	Experts 5,000
<b>Capacity-building activities, which includes gender dimension (integration of gender perspectives in the TORs, reports and indicators, the inclusion of gender sessions in the agenda, gender balance in the composition of participants, etc.)</b>							
The awareness raising and collaboration in biodiversity and ecosystem conservation and governance between civil society, including women's organizations, business and state agencies are strengthened	Supporting the policy processes and dialogue fora on integration of ecosystem services and biodiversity value, with consideration of gender	x	x	x		BIOFIN	National workshop 12,000
Developed training programme on the basics concepts of environmental expenditure, planning and budgeting for the direct	Capacity development of stakeholders on BIOFIN processes	x	x	x		BIOFIN	Experts, workshop 13,038

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
government counterparts and biodiversity financing solutions with options for women							
Developed training programme and policy briefs for advocacy of biodiversity mainstreaming into budgeting and development planning. As a separate topic 'biodiversity and gender' to be included into the training programme	Communication/advocacy of PPEER process	x	x	x	x	BIOFIN	Experts, workshop 8,333
<b>Development of analytical, strategic and legal documents, which includes gender dimension (integration of gender perspectives in the TORs of experts, the conclusions and recommendations, gender disaggregated indicators, etc.)</b>							
Completed assessment of relevant policies and institutes related to biodiversity finance, including in-depth analysis of barriers to increase the allocation and efficiency of biodiversity finance and specific policy recommendations to address them, including the gender issues	Conduct Environmental Finance Policy and Institutional Review and Public and Private Environmental Expenditure Review (PPEER)	x	x	x	x	BIOFIN	Experts 19,328

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
National Biodiversity Strategy and Action Plan is updated including the gender indicators development	National Biodiversity Strategy and Action Plan (NBSAP) revision processes		x	x	x	BIOFIN	Experts, workshop 10,000
	Biodiversity finance needs assessment including the costing of gender mainstreaming into the NBSAP implementation			x	x	BIOFIN	Experts 14,474
<b>Gender mainstreaming in actions for the implementation of pilot projects.</b>							
<b>(Integration of gender perspectives: (i) in TOR activities and experts; (ii) gender balance in the composition of the beneficiaries, actors involved discussions, decision-making bodies; (iii) the reports and indicators, etc.)</b>							
Recommendations for the mainstreaming of biodiversity and environmental performance into the business	Engagement and supporting the business community including women-led business to improve the environmental performance			x	x	BIOFIN	Expert 3,000
Gender-sensitive awareness raising on BIOFIN results	Develop dissemination materials (e.g. booklets, policy briefs, videos);			x	x	BIOFIN	Publications 7,500
						<b>TOTAL budget for gender</b>	<b>88,673</b>
						<b>Total for gender specific actions</b>	<b>5,000</b>
						<b>Total for actions with gender dimension</b>	<b>93,673</b>
						<b>Total budget of the project</b>	<b>236,686</b>
						<b>% for gender</b>	<b>40%</b>

**Monitoring Schedule Plan for Projects ID – 00097183, BIOFIN - 2017**

<b>Monitoring Action</b> (indicate which one: annual review, annual workplan, audit, monitoring visit, donor report, evaluation, workshop, special publication, etc)	<b>Due date</b>	<b>Budget</b>  <b>USD</b>	<b>Description</b> (description of the purpose of monitoring action)	<b>Comments</b> (provide further details and update about the status)	<b>Date completed</b> (actual completion date)	<b>Responsibility</b> (name of the person responsible for the action)
Annual Work Plan 2017	January 2017		Finalized, submitted for approval		January 13, 2017	Lira Zholdubaeva
Inception report	February 2017		Base line setting for the project and			Lira Zholdubaeva
1 <sup>st</sup> National stakeholder workshop	February 2017	1,000	Output level results are completed in the system and submitted to CO			Lira Zholdubaeva
Project Board meeting	February 2017  November 2017	1,000	Coordination, evaluation, monitoring and facilitation of the Project implementation			Lira Zholdubaeva
The Policy and Institutional Review and Public and Private Environmental Expenditure Review	January – October 2017	42,750	All stakeholders, financial, institutional and legal frames are taken into analysis for the further assessment of their financial needs			Lira Zholdubaeva
Validation workshop of PIR&PPEER	October 2017	1,000	Final results of the analysis are validated by key stakeholders			Lira Zholdubaeva
Quarter progress report	Quarterly 2017		Operational progress report to the Global BIOFIN team with details of the programme status			Lira Zholdubaeva

Annual progress report	December 2017		Operational progress report to the national partners with details of the programme status and implementation risks			Lira Zholdubaeva
Annual Review	June 2017, December 2017		Semiannual and annual progress report to the BIOFIN Global			Lira Zholdubaeva
Programme and Delivery meetings	Regular		To monitor the project implementation, risks, issues, etc.			All staff
					45,750 19%	
					<b>Total and % of the annual project budget</b>	





## Annual Work Plan

Global Environment Facility

Project: 00047594

Project Title: 4NR Support to GEF CBD Parties 2010 biodiversity targets

Year: 2017

Report Date: 25/1/2017

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
	03. Country budgets	5/12/2014	5/12/2017	UNDP	62040	NOR	71300	Local Consultants	0.00
	BTN10_Bhutan Country Fun	5/12/2014	5/12/2017	UNDP	62040	NOR	71300	Local Consultants	485,534.00
	UNDP_GMS_8%	5/12/2014	5/12/2017	UNDP	62040	NOR	75100	Facilities & Administration	41,259.59
	<b>TOTAL</b>								<b>557,409.04</b>
00093476	BIOFIN Flemish			UNDP	62040	VAIS	71200	International Consultants	58,966.33
	01. National supports	7/1/2015	1/12/2015	UNDP	62040	VAIS	74500	Miscellaneous Expenses	4,786.41
	02. Travel	7/1/2015	1/12/2015	UNDP	62040	VAIS	71600	Travel	18,222.22
	UNDP_GMS 10%	7/1/2015	1/12/2015	UNDP	62040	VAIS	75100	Facilities & Administration	8,197.50
	<b>TOTAL</b>								<b>90,172.46</b>
00095431	BIOFIN CO India			UNDP	23400	GER	75100	Facilities & Administration	21,000.00
	Indirect costs - GMS	27/5/2015	1/12/2018	UNDP	23400	GER	71300	Local Consultants	300,000.00
	Output 1	27/5/2015	1/12/2018	UNDP					
	<b>TOTAL</b>								<b>321,000.00</b>
00096714	BIOFIN Brazil			UNDP	23400	GER	71300	Local Consultants	770,000.00
	BIOFIN Component 1	30/9/2015	1/12/2016	UNDP	23400	GER	75100	Facilities & Administration	61,600.00
	UNDP_GMS 8%	30/9/2015	1/12/2016	UNDP					
	<b>TOTAL</b>								<b>831,600.00</b>
00097183	BIOFIN Kyrgyzstan (Swiss)			UNDP	62040	FOEN	71600	Travel	34,000.00
	Country Funds Kyrgyzstan	23/11/2015	1/12/2016	UNDP	62040	FOEN	71400	Contractual Services - Individ	25,752.30
				UNDP	62040	FOEN	71200	International Consultants	50,000.00
				UNDP	62040	FOEN	72100	Contractual Services-Companies	6,554.03
				UNDP	62040	FOEN	71300	Local Consultants	123,076.97
				UNDP	62040	FOEN	75700	Training, Workshops and Confe	28,000.00
				UNDP	62040	FOEN	74200	Audio Visual&Print Prod Costs	2,600.00
				UNDP	62040	FOEN	74500	Miscellaneous Expenses	8,000.00
	Technical Unit	23/11/2015	1/12/2016	UNDP	62040	FOEN	71200	International Consultants	10,272.45
	Travel & Workshops	23/11/2015	1/12/2016	UNDP	62040	FOEN	71600	Travel	15,000.00
	UNDP Mgmt Fee 10%	23/11/2015	1/12/2016	UNDP	62040	FOEN	75100	Facilities & Administration	30,325.58
	<b>TOTAL</b>								<b>333,581.33</b>

## Aidai Saparalieva

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**От:** Kumar Kylychev  
**Отправлено:** Wednesday, January 25, 2017 5:04 PM  
**Кому:** Aidai Saparalieva; Lira Zholdubaeva  
**Копия:** Aida Chotkaraeva; Gulnara Abdykalykova  
**Тема:** Re: BIOFIN AWP 2017, gender, M&E  
**Вложения:** Re: Kyrgyzstan - Expenditure Report 2016 and Planning Exercise 2017

Dear Aidai,

The budget is administered by NY and they will soon adjust it to the following view:

\$ 42,246.13	\$ 236,686.00	\$ 191,067.87	\$ 470,000.00
2016	2017	2018	TOTAL

From our side, we shall arrange the paper based AWP for signature and send the approved AWP to NY for their information and follow-up. Thanks!

Very best regards,  
Kumar

---

**From:** Aidai Saparalieva <aidai.saparalieva@undp.org>  
**Date:** Wednesday, January 25, 2017 at 09:56  
**To:** Lira Zholdubaeva <lira.zholdubaeva@undp.org>  
**Cc:** Kumar Kylychev <kumar.kylychev@undp.org>, Aida Chotkaraeva <aida.chotkaraeva@undp.org>, Gulnara Abdykalykova <gulnara.abdykalykova@undp.org>  
**Subject:** FW: BIOFIN AWP 2017, gender, M&E

Dear Lira,

As I see from attached AWP your plan for 2017 is \$236,686  
Funds in Atlas budgeted - \$333,581.33 (please refer to PDF file generated from Atlas)

If you have any information about the budget in Atlas, please share. If you do not have – let us talk to focal point (Blerina Gjeka)?

Best regards,  
Aidai

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**From:** Aidai Saparalieva  
**Sent:** Monday, January 23, 2017 8:22 AM  
**To:** Aida Chotkaraeva  
**Cc:** Gulnara Abdykalykova; Lira Zholdubaeva  
**Subject:** FW: BIOFIN AWP 2017, gender, M&E  
**Importance:** High

Dear Aida,

Please advise the status of Biofin AWP. I guess it was not submitted to CO yet? If Procurement plan was cleared?

Thanks,  
Aidai

## Aidai Saparalieva

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**От:** David Meyers  
**Отправлено:** Wednesday, January 18, 2017 12:08 AM  
**Кому:** Lira Zholdubaeva; Blerina Gjeka; Oscar Huertas; Kumar Kylychev; Jyldyz Moldokulova; Aida Chotkaraeva; Aidai Ashiralieva  
**Копия:** Onno Heuvel  
**Тема:** Re: Kyrgyzstan - Expenditure Report 2016 and Planning Exercise 2017

Blerina and Onno,  
I have reviewed the budget and it looks good. No technical comments – OK from my side.  
Thanks,  
David

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**From:** Lira Zholdubaeva <lira.zholdubaeva@undp.org>  
**Date:** Tuesday, January 17, 2017 at 12:08 AM  
**To:** Blerina Gjeka <blerina.gjeka@undp.org>, Oscar Huertas <oscar.huertas@undp.org>, Kumar Kylychev <kumar.kylychev@undp.org>, Jyldyz Moldokulova <jyldyz.moldokulova@undp.org>, Aida Chotkaraeva <aida.chotkaraeva@undp.org>, Aidai Ashiralieva <aidai.ashiralieva@undp.org>  
**Cc:** Onno Heuvel <onno.heuvel@undp.org>, David Meyers <david.meyers@undp.org>  
**Subject:** Re: Kyrgyzstan - Expenditure Report 2016 and Planning Exercise 2017

Dear Blerina,

Thank you very much for the clearance from your side. As soon as we get the comments from Onno and David, we will update the AWP once more.

Best regards,  
Lira

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**From:** Blerina Gjeka  
**Sent:** Tuesday, January 17, 2017 10:26:03 AM  
**To:** Oscar Huertas; Lira Zholdubaeva; Kumar Kylychev; Jyldyz Moldokulova; Aida Chotkaraeva; Aidai Ashiralieva  
**Cc:** Onno Heuvel; David Meyers  
**Subject:** RE: Kyrgyzstan - Expenditure Report 2016 and Planning Exercise 2017

Dear Lira,

Thank you for your email and taking note that the budget is approved by the UNDP CO. As the version you use for the CO to sign is multi-year and the same as the BIOFIN plan template, I believe we can use that so you don't need to do double work, if the others also advise so.

A small change to the 2016 expenses as per the latest report/payments; so the total remaining funds for 2018 is a little less. The 2016 plan and budget is cleared by my side; over to Onno and David for further clearance and approval (and or any comments).

\$ 42,246.13	\$ 236,686.00	\$ 191,067.87	\$ 470,000.00
2016	2017	2018	TOTAL

You have already funds in Atlas, so no issues with the payments following your excel budget. Once Onno approves the proposed budget lines will be adjusted in Atals and KKed; you will be able to revise the budget in mid-year again.

## Aida Chotkaraeva

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**От:** Aidai Saparalieva  
**Отправлено:** 23 января 2017 г. 8:23  
**Кому:** Aida Chotkaraeva  
**Копия:** Gulnara Abdykalykova; Lira Zholdubaeva  
**Тема:** FW: BIOFIN AWP 2017, gender, M&E  
**Вложения:** 97183\_BIOFIN.docx; BIOFIN Gender mainstreaming plan\_2017\_Gender comments\_v.1.docx; BIOFIN\_Procurement Action Plan\_12012017.xlsx; 12012017\_AWP2017\_BIOFIN\_Kyrgyzstan\_final.xlsx; 09012017\_BIOFIN Multiyear AWP\_Kyrgyzstan.xlsx

**Важность:** Высокая

Dear Aida,

Please advise the status of Biofin AWP. I guess it was not submitted to CO yet? If Procurement plan was cleared?

Thanks,  
Aidai

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**From:** Gulnara Abdykalykova  
**Sent:** Friday, January 20, 2017 3:45 PM  
**To:** Aidai Saparalieva; Sanjar Mokeyev  
**Cc:** Kumar Kylychev; Lira Zholdubaeva  
**Subject:** FW: BIOFIN AWP 2017, gender, M&E  
**Importance:** High

Dear Aidai and Sanjar,

Can you please update on the status of BIOFIN AWP approval status?

Thank you,  
Gulnara

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**From:** Lira Zholdubaeva  
**Sent:** Friday, January 13, 2017 3:25 PM  
**To:** Aida Chotkaraeva; Sanjar Mokeyev  
**Cc:** Kumar Kylychev; Gulnara Abdykalykova; Aidai Ashiralieva; Aidai Arstanbekova; Elmira Shishkaraeva  
**Subject:** FW: BIOFIN AWP 2017, gender, M&E

Dear Aida,

Please find attached the cleared AWP, gender, M&E plans for the further processing. The procurement plan is under the revision at Sanjar.

Best regards,  
Lira

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**From:** Lira Zholdubaeva  
**Sent:** Friday, January 13, 2017 2:54 PM  
**To:** Sanjar Mokeyev

**Cc:** Cholpon Tentieva; Kumar Kylychev  
**Subject:** FW: BIOFIN AWP 2017, gender, M&E

Dear Sanjar,

Please find attached the updated procurement plan and cleared AWP.  
Should you need any additional information please let me know.

Best regards,  
Lira

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**From:** Aidai Arstanbekova  
**Sent:** Thursday, January 12, 2017 5:28 PM  
**To:** Lira Zholdubaeva; Kumar Kylychev; Aidai Ashiralieva; Aida Chotkaraeva; Daniar Ibragimov  
**Cc:** Elmira Shishkaraeva; Umutai Dauletova  
**Subject:** RE: BIOFIN AWP 2017, gender, M&E

Dear Lira,

Thanks for the very good drafted AWP, I just highlighted the activities that have wrong numbering, please adjust accordingly. Attached is the M&E plan with my comments. Please confirm that no HACT to be implemented within the AWP.

Overall I have no comments to the AWP, please print out the Atlas generated AWP and submit to the CO for clearance.

With kind regards, Aidai

---

**From:** Lira Zholdubaeva  
**Sent:** Monday, January 9, 2017 3:41 PM  
**To:** Aidai Arstanbekova <[aidai.arstanbekova@undp.org](mailto:aidai.arstanbekova@undp.org)>; Kumar Kylychev <[kumar.kylychev@undp.org](mailto:kumar.kylychev@undp.org)>; Aidai Ashiralieva <[aidai.ashiralieva@undp.org](mailto:aidai.ashiralieva@undp.org)>; Aida Chotkaraeva <[aida.chotkaraeva@undp.org](mailto:aida.chotkaraeva@undp.org)>; Daniar Ibragimov <[daniar.ibragimov@undp.org](mailto:daniar.ibragimov@undp.org)>  
**Cc:** Elmira Shishkaraeva <[elmira.shishkaraeva@undp.org](mailto:elmira.shishkaraeva@undp.org)>; Umutai Dauletova <[umutai.dauletova@undp.org](mailto:umutai.dauletova@undp.org)>  
**Subject:** BIOFIN AWP 2017, gender, M&E

Dear all,

Please find attached for your consideration the BIOFIN AWP'17, gender and M&E plans.

Re the 4<sup>th</sup> question, Atlas is managed by BIOFIN Global team.

Best regards,  
Lira

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**From:** Aidai Arstanbekova  
**Sent:** Thursday, January 5, 2017 3:53 PM  
**To:** Lira Zholdubaeva; Kumar Kylychev; Aidai Ashiralieva; Aida Chotkaraeva; Daniar Ibragimov  
**Cc:** Elmira Shishkaraeva; Umutai Dauletova  
**Subject:** FW: BIOFIN AWP 2017

Dear Lira, Kumar and Aidai

1. Please look through the indicators in the Output 2 and 3 that do not match the targets and baselines.

2. Please provide M&E plan.
3. Please extend the project in Atlas as the end date shows 31.12.2016 that later does not allow you to budget the funds for 2017.
4. No risks, issues and monitoring are updated in Atlas. I don't know if you have to as the project relates to UNDP1, not KGZ.

With kind regards, Aidai

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**From:** Lira Zholdubaeva

**Sent:** Thursday, January 5, 2017 1:06 PM

**To:** Kumar Kylychev <kumar.kylychev@undp.org>; Aida Chotkaraeva <aida.chotkaraeva@undp.org>; Aidai Ashiralieva <aidai.ashiralieva@undp.org>; Aidai Arstanbekova <aidai.arstanbekova@undp.org>; Daniar Ibragimov <daniar.ibragimov@undp.org>

**Cc:** Elmira Shishkaraeva <elmira.shishkaraeva@undp.org>; Umutai Dauletova <umutai.dauletova@undp.org>

**Subject:** BIOFIN AWP 2017

Dear all.

Please find attached the first draft of the BIOFIN AWP 2017 (one version is according to the format required by BIOFIN Global team, another one is generalized version) for your comments.

Best regards,

Lira

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**From:** Blerina Gjeka

**Sent:** Saturday, December 10, 2016 12:15 AM

**To:** Lira Zholdubaeva; Kumar Kylychev; Jyldyz Moldokulova; Aida Chotkaraeva; Aidai Ashiralieva

**Cc:** Onno Heuvel; Oscar Huertas; David Meyers

**Subject:** Kyrgyzstan - Expenditure Report 2016 and Planning Exercise 2017

Dear Colleagues,

Hope this message finds you well.

I would like to share some information on the planning exercise for 2017 and a summary of the delivery rate of your country funds.

**Planning 2017:**

Following the launch of the [BIOFIN new Methodology/Workbook](#) yesterday at COP13, we are also initiating the 2017 planning exercise. Please find attached the [2017 AWP/Budget format](#) (in line with the multi-year request of the UNDP PPM Reform). Please feel free to use the Excel or Word versions (excel could be more helpful in calculating the budget). This is the same format of the UNDP AWP/Budget, and in case the COs sign the one-year AWP, you can hide columns in this format and have it presented for the year requested. Please also have a look at the Quality Assurance format which in many COs is already being requested and all UNDP projects should comply/make some progress by mid-February 2017 (on the Theory of Change please contact Oscar if you want to consider it; on any gender aspects please consult the Workbook).

**Planning process:**

- BIOFIN country team and country office prepares the budget (in cooperation with other country partners as needed) – a first clearance should be ensured at the CO level before sending to the global team;
- The main draft is sent to the BIOFIN global team for clearance to Onno/Manager, your country Senior Technical Advisor, Oscar/M&E and myself.
- Once the AWP/budget is approved by the Global team, it is included in Atlas at global level (and if needed it is signed at CO level).

Please let us know should you have any questions or if further information/support is needed. The first deadline for this is 24 December 2016; for any countries who need more time the second group is 31 December 2016. Please let us know should you need more time.

### Summary of Delivery 2016:

GER funds expenses (00097183) – you may wish to shift any funds you are not going to use in 2016 to the 2017 plan.  
(Please note we approved around \$4K more in your 2016 budget because you had expenses for ICT (72800) and Companies contracts (72100) and we cannot leave zero planned for budget lines which have already expenses)

Row Labels	Sum of Approved Budget	Sum of Advance	Sum of Commitment	Sum of Exp+Full Asset Cost
ACTIVITY_KGZ10	\$ 64,577.76	\$ -	\$ 7,085.52	\$ 23,768.42
61200	\$ -	\$ -	\$ -	\$ 300.05
62200	\$ -	\$ -	\$ -	\$ 133.11
63500	\$ -	\$ -	\$ -	\$ 39.77
65100	\$ -	\$ -	\$ -	\$ 29.35
71300	\$ 18,319.00	\$ -	\$ 2,079.00	\$ -
71400	\$ 19,745.40	\$ -	\$ -	\$ 13,748.31
72100	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
72400	\$ -	\$ -	\$ -	\$ 49.96
72800	\$ 1,113.36	\$ -	\$ -	\$ 1,113.36
73100	\$ 9,000.00	\$ -	\$ 1,367.76	\$ 5,000.00
73500	\$ -	\$ -	\$ -	\$ 195.45
74200	\$ 2,400.00	\$ -	\$ 2,226.52	\$ 119.02
74500	\$ 5,000.00	\$ -	\$ -	\$ -
75700	\$ 6,000.00	\$ -	\$ 1,412.24	\$ 40.00

With many thanks and best regards,

Blerina

### Enclosures:

- 2017 AWP/Budget Format (Word and Excel, please use whichever you prefer/find more user-friendly – the excel format has some ready available formulas for your ease of use)
- Your latest 2016 AWP/Budget and latest Authorization Letter
- Quality Assurance – UNDP Format for information only
- Presentation on funding management



Blerina Gjeka  
BIOFIN Project Management Associate  
UNDP – Global Environmental Finance  
Bureau for Policy and Programme Support  
United Nations Development Programme  
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## Aida Chotkaraeva

---

**Тема:** FW: BIOFIN AWP 2017, gender, M&E  
**Вложения:** BIOFIN - Programming and Financial Management.pdf

---

**From:** Lira Zholdubaeva  
**Sent:** Monday, January 23, 2017 6:21 PM  
**To:** Gulnara Abdykalykova <gulnara.abdykalykova@undp.org>; Aida Chotkaraeva <aida.chotkaraeva@undp.org>  
**Subject:** Re: BIOFIN AWP 2017, gender, M&E

Dear Aida,

GMS is not provided in BIOFIN according to the procedures as I was explained from the Global BIOFIN team by Blerina.

*Please note that no GMS will be chargeable against the COA authorized for the Activity Line of the CO (in presentation slide 27)*

In next messages I will forward the approvals on Comms and gender plans.

Best regards,  
Lira

---



## Is there **GMS/fee recovered by the CO for the BIOFIN funds?**

- No, Please note that no **GMS** will be chargeable against the **COA** authorized for the **Activity Line** of the **CO**.
- **CO** support services are charged against the **DPC**, see next slides because these services are **Direct Actions=Costs** to the **Implementation** of the **Project Activities**.

## Cholponbek Omuraliev

---

**From:** Cholponbek Omuraliev  
**Sent:** Wednesday, January 25, 2017 4:15 PM  
**To:** Sanjar Mokeyev  
**Cc:** Cholpon Tentieva  
**Subject:** RE: Procurement Plan for clearance - PID 00097183  
**Attachments:** PAP\_2017\_BIOFIN\_PID00097183\_25-01-2017\_final.xlsx

Dear Sanjar,

The attached PAP 2017 for BIOFIN\_PID00097183 dd. 25-01-2017 is final and cleared.

Pls use the attached PAP as I have made slight formatting.

Kind regards,

Cholponbek Omuraliev  
UNDP Procurement Associate

**From:** Sanjar Mokeyev  
**Sent:** Wednesday, January 25, 2017 10:37 AM  
**To:** Cholponbek Omuraliev <cholponbek.omuraliev@undp.org>  
**Subject:** FW: Procurement Plan for clearance - PID 00097183

Kind reminder



Best regards,

Sanjar Mokeyev (Mr.)

Administrative/Finance Assistant,  
UNDP Programme Management Unit  
109/1, Turusbekov str.,  
Bishkek, Kyrgyz Republic  
[sanjar.mokeyev@undp.org](mailto:sanjar.mokeyev@undp.org)  
Tel: +996-312-394140, ext.138  
Mob: +996-771-370-593  
Skype: sandzhar.mokeyev  
GMT+6, no DST  
[www.kg.undp.org](http://www.kg.undp.org) Follow us:



## Aida Chotkaraeva

---

**От:** Lira Zholdubaeva  
**Отправлено:** 23 января 2017 г. 18:25  
**Кому:** Gulnara Abdykalykova; Aida Chotkaraeva  
**Тема:** Fw: BIOFIN Gender mainstreaming plan\_2017\_Gender comments

Dear Aida,

Please find the approval on Gender plan from gender specialist.

Best regards,  
Lira

---

**From:** Umutai Dauletova  
**Sent:** Thursday, January 12, 2017 5:29 PM  
**To:** Lira Zholdubaeva  
**Subject:** RE: BIOFIN Gender mainstreaming plan\_2017\_Gender comments

Dear Lira,  
Approved!  
Umutai

**From:** Lira Zholdubaeva  
**Sent:** Thursday, January 12, 2017 5:12 PM  
**To:** Umutai Dauletova  
**Subject:** RE: BIOFIN Gender mainstreaming plan\_2017\_Gender comments

Dear Umutai,

Thank you for your comments. All of them are integrated and updated into the plan. Please, look through and approve.

Best regards,  
Lira

---

**From:** Umutai Dauletova  
**Sent:** Wednesday, January 11, 2017 1:47 PM  
**To:** Lira Zholdubaeva  
**Subject:** BIOFIN Gender mainstreaming plan\_2017\_Gender comments

Лир, привет, посмотришь комментарии?  
Спасибо!

## Aida Chotkaraeva

---

**От:** Lira Zholdubaeva  
**Отправлено:** 23 января 2017 г. 18:27  
**Кому:** Gulnara Abdykalykova; Aida Chotkaraeva  
**Тема:** Fw: Communication plan of BioFin project  
**Вложения:** BIOFIN\_Comm\_Plan\_2017+Admir.docx

Dear Aida,

Here is an approval on Communication plan.

Best regards,  
Lira

---

**From:** Admir Kurman  
**Sent:** Monday, January 23, 2017 9:57 AM  
**To:** Kumar Kylychev  
**Cc:** Lira Zholdubaeva; Gulnara Abdykalykova  
**Subject:** RE: Communication plan of BioFin project

Dear Kumar,

Reduced number of textual products, if you don't mind.

Agreed with me.

WR,  
Admir

---

**From:** Kumar Kylychev  
**Sent:** Monday, January 23, 2017 9:38 AM  
**To:** Admir Kurman <admir.kurman@undp.org>  
**Cc:** Lira Zholdubaeva <lira.zholdubaeva@undp.org>; Gulnara Abdykalykova <gulnara.abdykalykova@undp.org>  
**Subject:** Communication plan of BioFin project

Dear Admir,

Would you please clear the attached Com- Plan of BioFin project at your earliest possibility? Thank you!

Very best,  
Kumar

# Clearance Slip for:

- ProDoc  
  AWP/  
  Agreement/ Amendment  
  MoU  
  Other

**Purpose:** Endorsement of AWP for 2017

**Project number/title:** 00097183/BIOFIN project

**Prepared by:** Lira Joldubaeva, Project Coordinator

Cleared by	ProDoc	AWP/ Revision	MoU	Agreement/ Amendment	SIGNATURE/ DATE
Programme Analyst	Author	Compliance with Prodoc		Compliance with Prodoc	<i>ELL</i> LIRA JOLDUBAeva UNDP KYRGYZSTAN
Programme Associate	Budget Author	Verification of document correctness (period, title, names, calculation) and grammar			<i>ASHIRALIEVA</i> PROGRAMME ASSOCIATE UNDP KYRGYZSTAN <i>A. Ashiralieva</i>
M&E Officer	Compliance with format/template. Definition of outputs/indicators/baseline (RRF and AWP). Compliance with HACT (Programme).				<i>ARSTANBEKOVA</i> M&E OFFICER UNDP KYRGYZSTAN <i>A. Arstanbekova</i>
Country Gender Coordinator	Gender Marker	Gender specific activities and indicators			
SE Screening:					
<ul style="list-style-type: none"> <li>Gender</li> <li>Human Rights</li> <li>Environment</li> </ul>	<ul style="list-style-type: none"> <li>✓</li> <li>✓</li> <li>✓</li> </ul>				
Communications Unit (communication plan)	Communication budget				
Procurement Unit		Procurement plan			<i>CHOLPONBEK UMUTALIEV</i> PROCUREMENT ASSOCIATE UNDP KYRGYZSTAN <i>Cholponbek Umutaliev</i>
HR Unit		Recruitment plan			<i>ALEKSANDRA SASTROVA</i> HR ASSOCIATE UNDP KYRGYZSTAN <i>Alexandra Sastrova</i>
Programme Finance Associate	Budget (GMS, TRAC, Donor funds) <i>No GMS funds as per message from BPPC.</i>			Bank details; Budget (GMS, Donor funds)	<i>EILEN SOLTOEVA</i> PROGRAMME FINANCE ASSOCIATE <i>E. Soltoeva</i>
Finance Manager				HACT FP (Finance)	<i>MA</i>
OM	TRAC		✓	✓	<i>no TRAC</i> <i>26.01.17</i>
ARR	Compliance with CPD			Compliance with pipeline	
DRR/RR	<i>signs</i>	<i>signs</i>	<i>signs</i>	<i>signs</i>	