

United Nations Development Programme – INDIA

CPAP 2013-17

Annual Work Plan 2016

Project Title: Energy Efficiency Improvements in Indian Brick Industry

Implementing Partner: Ministry of Environment, Forests & Climate change (MoEFCC)

UNDPSP Outcome(s): Growth and development are inclusive and sustainable, incorporating productive capacities that create employment and livelihoods for the poor and excluded and development are inclusive and sustainable, incorporating productive capacities

UNDP SP Output (s): Inclusive and sustainable solutions adopted to achieve increased energy efficiency and universal modern energy access (especially off-grid sources of renewable energy)

UNDP SP Indicators: Extent of change in: a) energy efficiency, and/or b) modern energy coverage by users and specific sectors

UNDAF Outcome(s): Government, industry and other relevant stakeholders actively promote environmental sustainability and enhanced resilience of communities in the face of challenges of climate change, disaster risk and natural resource depletion

Brief Description

A. State the specific development challenge or gap that this AWP is addressing.

The project aims to reduce energy consumption in production and promote use of resource efficient bricks, which will have several co benefits including reduced Greenhouse gas emissions. The major components of work include, (i) public sector awareness on resource-efficient products, (ii) access to finance for brick kiln entrepreneurs, (iii) knowledge on technology and marketing, (iv) availability of resource efficient technology models through Local Resource Centres, and (v) capacities of brick kiln entrepreneurs. This AWP is to consolidate inclusion of REB in BIS and including REBs in procurement guidelines by PSUs, preparation of 'Investment guide on REBs', supporting Brick kilns to become REB manufacturers and initiating terminal evaluation.

B. Select one or more of the below strategies for addressing the above mentioned challenge/gap and describe in the context of this AWP:

- ✓ Changes in attitudes and access to decision making through awareness raising, brokering, convening
- ✓ Changes in policies, plans, budgets and legislation through support to national assessment, planning, budgeting, policy making
- ✓ Changes in the lives of individuals and communities through implementation for inclusive development

C. List the possible improvements in the capacities of institutions, individuals and systems that will occur as a result of this AWP.

Brick kiln owners are main beneficiary who will have knowledge on REBs. Government officials will be another important

Programme Period:	Oct 2013-Dec 2017
Key Result Area (Strategic Plan):	
Award ID:	00047625
Project ID:	00057405
Project Start date:	October 2009
Project End Date:	Dec 2016
PSC Meeting Date:	
Management Arrangements:	NIM


2016 AWP budget:	INR 1,706,757
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Project Expenditure (USD)

Project Budget [GEF]	Exp 2009	Exp 2010	Exp 2011	Exp 2012	Exp 2013	Budget 2014	Expenditure 2015	Budget 2016
696448	118,605	195,361	124,625	39,954	0	0	INR 5,625,586 [90,955 ¹ USD]	INR 1,706,757 [27,595 USD]

Agreed by (Implementing Partner):

Agreed by UNDP


 (RAVI SHANKAR PRASAD)
 संयुक्त सचिव/Joint Secretary
 पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय
 Min. of Environment, Forests & Climate Change
 भारत सरकार, नई दिल्ली
 Govt. of India, New Delhi


 5/8/16
 Jaco Cilliers
 Country Director

¹ Provisional; exchange rate 1USD = INR 61.85

I. ANNUAL WORK PLAN

Year: 2016

EXPECTED OUTPUTS <i>And baseline, associated indicators and annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				PLANNED BUDGET			Responsible party
		Q1	Q2	Q3	Q4	Funding Source	Budget Description	Amount [INR]	
Output 1. Enhancing public sector awareness on resource efficient products	1.1 Follow up with BIS for revision of existing standard on Perforated bricks (IS:2222-1991)	x	x			UNDP	71300 Local consultants 71600 Travel	155,339 5,000	TERI
	1.2 Interactions with government departments for inclusion of REBs in their bill of materials/ procurement guidelines One consultation each with 4 government departments in Punjab/Haryana State. Note on these consultations will be prepared and submitted. Technical note required for inclusion of REBs in bill of materials will be prepared, discussed	x	x			UNDP	71300 Local consultants 71600 Travel	232,390 15,000	TERI
	1.3 Exposure visit of Central/State government officials to REB producing and REB using sites	x	x			UNDP	71300 Local consultants 71600 Travel	92,775 1,45,227	TERI
	1.4 Workshop with Central / State Government officials to increase their awareness on REBs (about 200 officials)	x	x			UNDP	71300 Local consultants 71600 Travel 75700 Meeting Expenses	92,775 26,700 95,450	
Output 3. Improved knowledge on technology including marketing	3.1 Preparation of a case study highlighting benefits of using REBs in building construction for architects and builders - ready to print and hosted on websites [Project & UNDP]	x	x			UNDP	71300 Local consultants	139,533	TERI
	3.2 Finalisation of draft handbook on construction using REB (clay product) - host on websites [Project & UNDP]	x	x			UNDP	71300 Local consultants 71600 Travel 72000 Service Contract	78,933 15000 60,506	TERI
	3.3 Prepare capacity assessment report on present construction practices for masons - hosted on websites	x	x			UNDP	71300 Local consultants 71600 Travel	135,116 25,000	TERI

	3.4 Testing of thermal conductivity of bricks (5-samples: 1 solid and 4 with different perforations)	x	x			UNDP	71300 Local consultants	25,049	TERI
							72115 Svc Co-Natural Resources & Env	1,55,000	
Output 4. Availability of resource efficient technology models in 5 regions through Local Resource Centres	4.1 Preparation of report consisting of technical assessment of the operating extruders to identify constraints and develop corrective actions [Karnataka and Tamil Nadu, through field observations and interactions]	x	x				71300 Local consultants	124,779	TERI
	4.2 Preparation the list of existing and potential entrepreneurs of REB manufacturing units in Karnataka & Tamil Nadu	x	x				71300 Local consultants	87,185	TERI
	Sub-total: Project Management Cost						Sub total		UNDP
Annual Audit, Micro assessment costs ²									UNDP
TOTAL								1,706,757	
	Communication (<i>only in case of non-core</i>) (up to 1%)								
	Other cost (Security, etc)								
	DPC/DE								
	GMS (as applicable)								
	AWP Grand Total in USD							27,595	

Account code details

71200 International consultants	72200 Equipment and Furniture	73000 Overhead expenses
71300 Local consultants	72300 Material & Goods 72400 Communication & Audio visual equipment	74000 Miscellaneous and operating expense (audit, legal, professional services, etc.). 74500 – Misc.
71400 contractual services	72700 Hospitality	75000 Facilities and Administration
71600 Travel	72800 Information technology equipment	
72100 Contractual services-companies	72500 Supplies; 72600 Grants	

VI. Planning, Monitoring and Reporting

The project will follow the following planning, monitoring and reporting cycle during the year.

Timeline /Target Date	Activity	Primary Responsibility
15 January 2016	Submit final Annual Progress Report 2015 to UNDP	Project Director/ Project Manager
10 Jan 2016	Finalisation of audit plans	RPU in consultation with Program Units
1 Feb-15 Mar. 2016	Annual audit of the project	RPU-Program Unit
07 April 2016	Quarterly Progress Reports, including:	Project Manager
07 July 2016	a) Report on project progress and financial delivery (FACE forms)	/Program Officer, M&E
07 October 2016		
07 January 2017		
31 July 2016	Organise Project Steering Committee as agreed in the Prodoc. (Mid-year review of project progress and, if needed, revision of the AWP)	Project Director/ Project Manager/
30 November 2016	IRRF, IWP and ROAR updates	M&E and Program Units
30 November 2016	Organise Project Steering Committee to: a) Review of project contribution to results and financial delivery 2016; b) Review and endorsement of AWP 2017	Project Director/ Project Manager

ANNEXES

Annex 1: Cost sharing agreements signed with donors/government (if any)

Annex 2: Project cooperation agreement signed with NGOs (if any)

Nil

Annex 3: Agreements between the Implementing Partner and Responsible Parties (Government entities, NGOs, etc), if any
Prodoc signed for whole project duration.

V. Management Arrangements

The management arrangements will remain same as specified in approved project document except with the following changes: The Outcome Boards will meet twice a year. The review and recommendations of the Outcome Board will feed into the Country Programme Management Board (CPMB) annual strategic review meeting. Oversight of project level activities will be provided by the Project Steering Committee (PSC) which will be responsible for approving the budgeted Annual Work Plans and providing overall guidance and oversight. The PSC will meet at least once a year although efforts will be made to convene quarterly meetings to ensure regular follow-up. The PSC will delegate day to day management of the AWP and related decisions to a working group comprising UNDP, Implementing Partner and other stakeholders, as appropriate.

Fund Flow Arrangements and Financial Management:

TERI was to refund Rs. 73,32,343 which lying with them. They have spent about Rs 56,25,586 in 2015 (provisional) and a balance of 17,06,757. This AWP is made for recovering the balance of Rs 17,06,757. Therefore all payments will be made by TERI and no funds will flow from UNDP in 2016 against this AWP. TERI will submit statement of expenditure incurred.

AUDIT-UNDP will audit the expenditure incurred under AWP as per the requirement of UNDP rules and regulations.

II. MONITORING FRAMEWORK AND EVALUATION

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

- A. **MONTHLY PROGRESS REPORT:** The Implementing Partner, in consultation with the project teams, will provide brief monthly updates on progress against planned activities and budgets. These monthly reports will be provided in the format provided in Annex 1. These monthly reports will be consolidated, as required, by UNDP's quality assurance team for progress review meetings.
- B. **ONE TIME RISK LOG:** Based on the initial risk analysis, a risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation. This will be completed by UNDP project assurance team in consultation with the Implementing partner. Use the standard Risk Log template
- C. **QUARTERLY FINANCIAL REPORT:** The Implementing Partner (IP) will make use of the Funding Authorization and Certificate of Expenditures (FACE) to request for advances and report on expenditures made on a quarterly basis, or more frequently if agreed. The implementing partner must submit the FACE at the end of each quarter, within the first 10 days of the following quarter. Together with the FACE, the project has to send a copy of the bank statement as up to the date of the end of the period reported and the itemized cost estimates of the activities to be funded. The FACE form has to be certified by the designated official from the IP.
- D. A terminal evaluation will be conducted to capture the progress, the results and the learning. It is aimed to commission the study at least 4 to 6 months prior to the project closure. It will be commissioned as per UNDP guidelines.
- E. **ANNUAL REVIEW REPORT:** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board and the Outcome Board. The reporting format in Annex 2 will used to provide brief description of results achieved in the year against pre-defined annual targets.
- F. **ANNUAL PROJECT REVIEW.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes