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QUARTERLY PROGRESS REPORT

Country:	JAMAICA		
Reporting period:	July – September 2013		
Project number and title:	00077769 - Enhancing Civil Society Participation in Local Governance for Community Safety		
Project Duration:	April 2011 – December 2013		
Implementing Partner:	Ministry of Local Government & Community Development		
Responsible Parties:	Crime Prevention and Community Safety Unit, Ministry of National Security , Social Development Commission, Planning Institute of Jamaica, National Association of Parish Development Committees		
Overall Project Manager:	Robert H.P. Hill, Director - Local Government Administration		
Date:	October 9, 2013		
Current year Approved Budget	JM\$10,660,775.00		
Current quarter advance:	JM\$2,444,255.00	Current Qtr Exp:	JM \$1,912,311.50
Annual expenditure to date:	JM\$6,069,882.66	Current Year Delivery to date:	56.94%

1. EXECUTIVE SUMMARY

For the third quarter of 2013 the project team completed the planning, coordinating, development of content and approaches for the capacity building workshops for the remaining Parish Safety and Security Committees. Consequently, the team facilitated workshops for St. Catherine, Clarendon and Manchester. These workshops focused on deepening key parish actors comprehension of the parish safety & security mechanism and orienting participants with tools from the Safety & Security Handbook & Toolkit.

Participants included Mayors, Custodies, Councillors, representatives from the Jamaica Constabulary Force and the Island Special Constabulary Force, representatives from the Parish Councils, Spanish Town Rotary Club, Ministry of Justice – Victim Support Unit, St. Catherine Health Department, Southern Regional Health Authority, Poor Relief Department, National Work Agency, Child Development Agency, Manchester Chamber of Commerce, Jamaica Fire Brigade, Social Development Commission, National Association of Parish Development Committees, Justices of the Peace, National Centre for Youth Development, Ministry of Education, Red Cross, Ministry of Labour & Social Security, Restorative Justice, Jamaica Defence Force, Religious Ministers, Parish Development Committees and other citizens groups, such as Neighbourhood Watch, Business Watch and Youth Groups. The numbers of participants who participated in the respective parishes were 38 for Clarendon, 31 for Manchester, 17 for St. Mary and 27 for St. Catherine.

In enhancing the capacity of the Local Authorities as it relates to governance and safety and security, and in fully sensitising the non-pilot parishes of the methodology of establishing Parish Safety and Security Committees, the project team, did extensive planning, coordination, development of workshop content and review same with project partners. St. Ann workshop was consequently held on September 25, 2013. There were 32 participants from various agencies. Participants included the Mayor, Secretary Manager, Director of Planning, the Parish Development Committee, National Centre for Youth Development, Jamaica Constabulary Force, Jamaica Fire Brigade, Child Development Agency, Ministry of Education, Chamber of Commerce, Councillors, representatives from Ministry of Justice – Victim Support Unit, Social Development Commission, National Solid Waste Management Authority and other Parish Council staff. Additional two resource persons from two other established PSSCs, Mayor Levan Freeman from St. Mary and Grace Whittley – Director of Planning from the Westmoreland Parish Council, were in attendance to share best practices. They have also committed to provide support to St. Ann in the establishment of their PSSC.

The team continued to provide support for strengthening of PSSCs. The team provided support to the first Parish Forum of Manchester Safety and Security Committee, held on August 15, 2013. The Forum had a wide range of participants and speakers and excerpts were featured on two consecutive days of Prime Time News on Television Jamaica, namely Saturday and Sunday. Additionally, support was given to the St. Elizabeth at the launch of the PSSC which was held on July 11, 2013. An excerpt from the launch was also aired on Prime Time News on Television Jamaica on July 15, 2013.

Additional accomplishments during this quarter include commitment from key agencies in St. Ann to provide statistics relating to safety and security issues addressed by their respective agencies. The statistics will be mapped to create a parish map highlighting safety and security issues as reported in the parish. Discussion has commenced with the University of Technology Built Environment Department, which has responsibilities for GIS mapping, to identify final year or recent graduate of the GIS programme to assist the Planning Unit at the Local Authorities to complete the maps for the respective parishes. Safety Audit training was conducted by the project with a group of tertiary level students and several CDC members from St. Catherine. The participants subsequently conducted Safety Audits in several communities in St. Catherine. The communities audited included Dela Vega City, Thompson Pen, Kitson Town, the Town Centre among others

2. RESOURCES AND EXPENDITURE

PROJECT EXPENDITURE FOR APRIL TO JUNE 2013

Activity	Requested JM\$	Received JM\$	Date Received	Balance b/f from previous qtr JM\$	Disbursed by IP JM\$	Balance JM\$
Civil Society Participation in Local Governance	2,442,255.00	2,442,255.00	18/09/2013	1,626,887.42	1,542,428.16	2,526,714.26
Output 1, Activity Result 1. Monitoring and work planning of project activities.	252,480.00	252,480.00		-2,377,963.13	1,107,925.51	-3,412,491.98
Output 1, Activity Result 2. Capacity Assessment of parishes	0.00	0.00		-1,173,283.99	0.00	-1,173,283.99
Output 1. Activity Result 3. Development of capacity building plan addressing gaps in targeted parish councils.	0.00	0.00		342,600.00	0.00	342,600.00
Output 1. Activity Result 4.1 Training of local authorities and civil society organisations in local government administration as well as in monitoring and evaluation of local development initiatives	0.00	0.00		2,436,027.80	0.00	2,436,027.80
Output 1. Activity Result 4.2 Training of Parish Safety Committee members in the World Bank Urban Crime and Violence Prevention Course.	0.00	0.00		-29,329.42	0.00	-29,329.42
Output 1. Activity Result 4.3 Training of Parish Safety Committee Coordinators in Safety Audit	0.00	0.00		-2,075,712.62	0.00	-2,075,712.62
Output 1. Activity Result 4.4 Sharing of Brazil's Best Practice for the incorporation of children's safety issues in municipalities.	0.00	0.00		89,350.00	0.00	89,350.00
Output 1. Activity Result 5. Public Communication programme on establishment of PSSC prepared and implemented by PDCs	0.00	0.00		626,012.01	52,800.00	573,212.01
Output 2. Activity Result 1. Assessment of existing Crime Prevention Committee	0.00	0.00		180,100.00	0.00	180,100.00
Output 2. Activity Result 2. Decisions by MDAs on the location of the PSSCs within the local governance structures	0.00	0.00		602,647.44	0.00	602,647.44
Output 2. Activity Result 3. Formulation and agreement on detailed TOR for PSS	0.00	0.00		124,995.00	0.00	124,995.00
Output 2. Activity Result 4. Strengthening of Parish Safety Plan	0.00	0.00		194,362.13	0.00	194,362.13

Template						
Output 2. Activity Result 5. Formulation and implementation of action plan for provision operational support to PSC.	203,700.00	203,700.00		957,965.00	138,000.00	1,023,655.00
Output 2. Activity Result 5.2. Implementation of parish Action Plans	0.00	0.00		491,425.00	0.00	491,425.00
Output 2. Activity Result 5.3: Finalise editing for printing of Parish Safety Handbook	407,400.00	407,400.00		248,050.00	55,000.00	600,450.00
Output 2. Activity Result 5.4. Support the implementation of "quick Win" activities of selected parishes from PSSC Parish Safety Plans	0.00	0.00		-134,000.00	0.00	-134,000.00
Output 2. Activity Result 5.5 Conduct workshops with key agents to strengthen support to PSSCs	712,950.00	712,950.00		55,215.00	0.00	768,165.00
Output 2. Activity Result 5.7: Provide support for capacity building of technical expert to strengthen local development	0.00	0.00		-460,350.00	0.00	-460,350.00
Output 2. Activity Result 5.8 Plan and host Local Government Safety and Security Conference	0.00	0.00		748,495.00	20,000.00	728,495.00
Output 2. Activity Result 6. Orient Parish Safety Committee members & Coordinators in the use of safety handbook & toolkit	865,725.00	865,725.00		488,382.20	359,502.65	994,604.55
Output 2. Activity Result 7. Develop and finalise plan for sustainable support to PSSCs	0.00	0.00		291,900.00	0.00	291,900.00
Subtotal	2,442,255.00	2,442,255.00		1,626,887.42	1,912,311.50	2,156,830.92
Total	2,442,255.00	2,442,255.00		1,626,887.42	1,912,311.50	2,156,830.92
Cash in hand @ end of reporting period						2,156,830.92
Commitments @ end of reporting period						444,610.00

3. ACTIVITIES AND ACHIEVED RESULTS

Expected Outputs & Indicators	Activities	Achieved Results	Progress Towards Achieving Outputs
<p>Output 1 Development of local authorities' capacity to promote and secure participatory local governance</p> <p><i>Indicators:</i></p> <ul style="list-style-type: none"> - Frequency of meetings held by Project Stakeholder Committee - # of parish/ municipal councils assessed - # of parish councils implementing capacity building plan - # of parishes/municipalities in which public messages about establishment of PSC are disseminated - # of parish councils and PDCs trained in local government administration as well as in monitoring and evaluation of local development initiatives - % of PSCs members enrolled in urban violence on-line course - % of PSC members enrolled in Safety Audit training at UTECH <p><i>Targets:</i></p> <ul style="list-style-type: none"> - Project Stakeholder Committee meets quarterly - Capacity assessment conducted of targeted parish councils - Support delivered to build capacity of parish councils and civil society to consult and collaborate in all selected local authorities - Public messages about establishment of PSCs disseminated in all targeted local authorities - 75% of local authorities and PDCs trained in monitoring and evaluation of local development initiatives - 75% of Parish Safety Committee members enrolled in urban violence on-line course - 75% of Parish Safety Committee members enrolled in Safety Audit training at UTECH 	<p>1. Activity Result: <u>Monitoring and work planning of project activities</u></p> <p>Action 1.1 - Project Stakeholder Committee meetings held quarterly.</p> <p>Action 1.2 – Field/site visits conducted</p> <p>Action 1.3 – Submission of quarterly reports to Project Board</p>	<p>One Stakeholders' Committee meeting was held during the reporting period. The meeting was attended by Mayor, Secretary Managers, Custodies, Disaster Coordinator, Planner, PDC representatives and other key agents from the established PSSCs as well as other key representatives from other Parish Council where the PSSC will be rolled out before the end other the project. Update as to the work of the PSSCs as well as challenges were reported at the meeting.</p> <p>The project team attended approximately fifteen (15) safety and security related meetings and events during the reporting period.</p> <p>Twenty four parish safety and security committee members and sixteen other stakeholders participated in the World Bank online course in Urban Crime & Violence Prevention in the spring and fall deliveries in 2012. Participants included Mayors, Director of Planning, Disaster coordinators, Police, representatives from the Island Neighbourhood Watch, MLGCD, MNS and civil society representatives, mainly from Parish Development Committees.</p> <p>Fifty members of the PSSCs were trained in conducting Safety & Security Audits. This training was hosted by University of Technology over a five day period. Phase I was held on August 28-30, 2012 and Phase II on September 18-19, 2012. Representatives comprised Mayors, Councillors, Secretary Managers, PDCs officers, Police, Directors of</p>	<p>Capacity of the local authorities to promote and secure participatory local governance continues to be developed and strengthened based on the stipulated benchmarks.</p> <p><i>All 14 local authorities have been assessed.</i></p> <p>100% of pilot PSSCs have been established and are currently building capacities to promote participatory local governance through engagement and initiatives of the PSSCs.</p> <p>100% of pilot parishes continue to disseminate public messages regarding the establishment of the PSSCs.</p> <p>Key representatives from eight local authorities/seven parishes, including mayors, councillors and staff and the respective PDCs were trained in monitoring and evaluation of local development initiatives.</p> <p>Approximately 20% of PSSC members participated in the Urban Crime and Violence Prevention on-line course.</p> <p>Approximately 40% of core PSSC members received training in the UTech coordinated safety audit training.</p> <p>Overall progress towards achieving results – 90%</p>

		<p>Planning, Administration and Public Relations, City Engineer, Disaster Preparedness officers and Physical Planners as well as the President of the Island Neighbourhood Watch. Coming out of the Safety Audit Training an average of two communities were audited from each municipality and reports made in most of the parish forums held.</p>	
	<p>5. Activity Result Public Communication programme on establishment of PSSC prepared and implemented by PDCs</p> <p>Action 5.3 - Deliver/publish communication messages</p> <p>Action 5.4 - Continue consultation and coordination with members of the PSSCs</p> <p>Action 5.5 – Support parishes to research and prepare communication messages.</p>	<p>1. Public messages continued to be disseminated through PSSCs related events including that of the Launch of the St. Elizabeth PSSC held at the Council Chambers on July 11, 2013 and was featured on TVJ Prime Time News on July 13, 2013.</p> <p>The launch and first Public Forum of the Manchester Safety and Security Committee was another public communication of the PSSC. Excerpts from the Forum were featured on three consecutive days on TVJ Prime Time News on August 16th, 17th and 18th, 2013. The excerpts featured aspects of the Mayor’s, Custos’, Secretary Manager’s and the Police’s presentation.</p> <p>Follow up to the Public Forum and information presented by the representative from the Child Development Agency (CDA), the Manchester’s Safety & Security Committee held two meetings in September, and had contracted the services of the a Town Crier to take the message to the two communities in Manchester that are most affected by child abuse based on the CDA statistics. This initiative is being led by the Mayor’s office, the CDA and the CDC.</p> <p>The PSSCs continue to expand awareness of this mechanism by engaging new partners at their</p>	

	<p>6. Activity Result:</p> <p>Parish Safety Committee members, Parish Safety Committee Coordinators and key parish actors from all 14 parishes trained in use of parish safety handbook and toolkit</p> <p>Action 6.1: Implementation of training workshops.</p>	<p>respective meetings in council.</p> <p>St. Ann’s workshop was conducted on September 26, 2013 and included thirty (30) participants. Participants included the Mayor, Custos, Secretary Manager, Director of Planning, Jamaica Constabulary Force, Jamaica Fire Brigade, Child Development Agency, Parish Development Committee, St. Ann Chambers of Commerce, Social Development Commission, Minister’s Fraternal, Councillors, Ministry of Education, National Solid Waste Management Authority, Victim Support Unit, Neighbourhood Watch representative among others.</p> <p>Plans are now afoot to get statistics from the relevant agencies to create a Parish Safety and Security Map.</p>	
<p>Output 2: Development of local authority level mechanism under the Crime Prevention & Community Safety strategy</p> <p>Indicators:</p> <ul style="list-style-type: none"> - # of parish councils with fully constituted and operational Parish Safety Committees - % average attendance at PSCs meetings - Level of alignment of the parish safety plan with Vision 2030 - # of Parish Safety Committee members trained in the use of the parish safety plan template - # of parishes where Safety Plan activities are supported by the project <p>Targets:</p> <ul style="list-style-type: none"> - Parish Safety Committees in all targeted parishes fully constituted and operational - 75% average attendance at PSC meetings 	<p>5. Activity Result</p> <p>Implementation of operational support to PSSCs.</p> <p>Action 5.3: Finalise and print Parish Safety Handbook</p> <p>Action 5.4: Support the implementation of “quick win” activities of selected parishes from PSSC Parish Safety Plans by reviewing proposed activities for support from parish safety plans; determine budget for support to implementation of activities and monitor implementation of activities by selected PSSCs</p>	<p>The printer delivered a few copies of the Safety & Security Handbook for review before the work was completed. Upon examination of the Handbook, there were a few minor changes on the cover that were required to be made based on Government protocols. Hence, the Graphic Designer was contacted to make these changes. The completed books are to be delivered in the next quarter.</p> <p>No additional “quick wins” were supported this quarter.</p>	<p>All seven pilot Parish Safety and Security committees are fully constituted and operational.</p> <p>PSSCs are now aligning parish safety priorities with vision 2030 as they implement new initiatives.</p> <p>All seven pilots and one of the non-pilot committees have been trained in the use of parish safety plan templates</p> <p>Six of the seven parishes have been supported by the project in relation to safety plan activities. The other PSSC has independently covered the expense of their initiatives.</p>

<p>- 75% of Parish Safety Committee members trained in the use of the parish safety plan template - 100% of Parish Safety Committees implementing the parish safety plan template - Capacity assessment conducted of PSSCs98</p>	<p>Action 5.5: Conduct workshops with key agents to strengthen support to PSSCs</p>	<p>During the reporting period, workshops were conducted with four of the 8 PSSC to strengthen the operations of the PSSCs. A total of eight PSSCs have received this capacity building support.</p> <p>Additionally, the project team conducted Safety Audit training with a group of 20 members of the different CDCs, various Police Youth Clubs and other Community Based Organisations in St. Catherine on August 13, 2013. This initiative was led by SDC and receives support from the Mayor’s Office. Audits were subsequently conducted in 8 communities in St. Catherine.</p>	
	<p>Activity Result 5.6: Develop and finalise plan for sustainable support to PSSCs</p>	<p>PIOJ who is the lead agency on this activity has reported that the discussions with the Ministries have been postponed twice. Based on the outcome of the meeting with the Minister decisions will be made relating to the sustainability of the project.</p>	
	<p>6. Activity Result: Parish Safety Committee members, Parish Safety Committee Coordinators and key parish actors from all 14 parishes trained in use of parish safety handbook and toolkit</p> <p>Action 6.1: Implementation of training workshops.</p>	<p>Capacity building workshops were conducted to orient members of the PSSC with the tools contained in the Parish Safety & Security Handbook & Tool Kit. Workshops have been held for all eight (8) PSSCs. During this quarter, workshops were held for the Parishes of Clarendon, Manchester, St. Mary and St. Catherine. The numbers of participants for the respective parishes were 38 for Clarendon – held on July 2, 2013, 31 for Manchester – held on July 23, 27 for St. Mary – held on July 30 and 27 for St. Catherine – held on July 3, 2013.</p> <p>Outcomes of these workshops include better understanding of the PSSCs amongst parish stakeholders, improved capacity to carry out functions, exposure to additional tools to carry out various functions of the PSSC and deepened appreciation of the role of collaboration in responding to safety issues.</p>	

2. IMPLEMENTATION CONSTRAINTS, RISKS AND LESSONS LEARNT

Implementation Constraints	Significance	Response/Action
The Parish Council went on recess in August. This created a down time for the implementation of project activities, since the PSSC is a Committee of Council and the secretariat is located at the Council.	Medium	Schedule project activities for other months
Limited engagement/cooperation from some of the critical partners which vary based on the peculiarities of the respective parishes, especially MDAs.	Medium	The project team recommends that a letter be sent from the Mayors' office for MDA to identify a representative who will be the consistent participant at the PSSC meetings.
Scheduling continue to be a challenge as there are usually 2-3 weeks when the Councils have set meetings. Consequently scheduling of other project activities, outside of the established PSSC in the respective pilot parishes remains a major challenge.	Medium	The Project team continues to work closely with the Secretary Managers and Mayor in arranging suitable dates for project activities.
Risks	Significance	Response/Action
Critical central agencies officials, departments and others who do not fully understand/appreciate PSSC principles and strategic role and so inadvertently undermine the PSSCs/LA focus on integrating safety and security as a local development priority through the PSSC	High	Require lead agencies to host workshops to orient executives with PSSCs and hold them accountable to integrate in priorities and performance benchmarks
Limited mechanisms to hold local authorities leadership, e.g. Secretary Managers and Mayors - accountable for being proactive in integrating safety & security issues in municipal management	High	Incorporate in performance evaluations requirements and evidence of integrating safety and security in delivery of services and ways in which the PSSC is facilitated in the administration of the parish council
Not enough time to give support to other parishes who are to set up PSSCs as they would not benefit from the extended support when compared to the pilot parishes	High	Manage expectations of their level of response and rate of establishing and implementing initiatives.
Absence of legislative requirement to compel leadership of key MDAs for sustained proactively involvement in the PSSCs	High	Have MLG/MNS/PIOJ develop Memoranda of Understanding/Commitment Contracts with key MDAs
The PSSM is not integrated in the mandate of all the agencies that are required to play a key role in the PSSC. This could possible affect the sustainability of the mechanism.	High	Continue to advocate to the Mayor and Secretary Managers of the respective parishes to send letters to heads of agencies to identify a representative who will consistently represent that agency at PSSC related activities and meetings.
With the passing of the Mayor of Portmore, it may take some time for the new Mayor to be fully abreast and to create the level of "buy-in" for this mechanism.	Low-medium	As soon as a Mayor is elected, the Ministry is committed to start the process of engagement and capacity building of the new Mayor.
LESSONS LEARNED:		
<ol style="list-style-type: none"> 1. Continuous capacity building is required to ensure commonality of understanding and streamlining of implementation of PSSCs across the parishes 2. Incorporating new functions and new ways of thinking in large operational systems will have buy-ins and comprehension from different key actors occurring on a phased basis, therefore adjustments in functions will also occur on a phased basis 		

3. To improve the chance of qualitative input in a new function, same should be incorporated in performance assessments
4. Respective local authorities evolve and mobilise at varying pace, so provisions need to be made for this variance

5. PLANNED ACTIVITIES (NEXT QUARTER: OCT – DEC. 2013)

Expected Outputs	Planned Activities	Timeframe			Responsible Party	Planned Budgets				
		Oct	Nov	Dec		Source of Funds	Budget Description	Amount \$		
1.	Monitoring and work planning of project activities	√	√	√	MLG PIOJ DLG	DGTTF	71400 Contractual Services – Individual	5,300.00		
	Quarterly Stakeholders’ Meeting			√						
	Fields/Site visits conducted	√	√	√					Travel	1000.00
	Prepare quarterly and Final Progress Report and submit to Project Board			√					Communication & Audio Visual Equipment	8,500.00
	Support parishes to research and prepare communication plan regarding the establishment of the PSSCs	√	√	√	MLG MNS SDC	DGTTF	Training, Workshops, Conferences	500.00		
	Deliver/publish communication messages								Audio Visual and print production costs	500.00
		√	√	√						
	Conduct sub-national workshops for elected officials and technical staff from selected local authorities and other key parish actors including representatives from civil society		√	√	√	MLG MNS	UNDP	Audio visual print & production cost	500.00	
								Training, Workshops, Conferences	2,000.00	
								Local Consultants	2,000.00	
Travel								1,000.00		
2	Finalise and print Parish Safety Hand Book	√			MLG	DGTTF	Audio Visual and print production costs	1,500.00		
	Support the implementation of “quick win” activities of selected parishes from PSSC Parish Safety Plans	√	√		MLG	DGTTF	Local Consultants	1,000.00		
	Conduct workshops with key agents to strengthen support to PSSCs						Training, Conferences, Workshops	2,000.00		

		√	√	√	MLG	DGTTF	Local Consultant	2,000.00
							Travel	1,000.00
							Audio Visual and print production costs	500.00
	Create GIS safety maps for other parishes		√	√	MLG	DGTTF	Local Consultant	3,000.00
	Parish Safety Committee members, Parish Safety Committee Coordinators and key parish actors from all 14 parishes trained in use of parish safety handbook and toolkit	√			MLG SDC	DGTT	Local Consultant	1,500.00
							Travel	12,000.00
	Capacity Assessment of PSSCs	√	√	√	MLG MNS (CP&CSU) SDC	DGTTF	Local Consultant	5,000.00
							Travel	2,000.00
							Training, Conferences, Workshops	1,000.00
TOTAL								\$42,800.00

Annex II: Assets Inventory

Project Title: Enhancing Civil Society Participation in Local Governance for Community Development

Award Number:

Project Number: 00077769

Date of Report: October 9, 2013

S/N	Country Code	Business Unit	Item Description	Make & Model	Quantity	Location	Serial Number	Date acquired	Value	Custodian	Tag # assigned by MLG
Asset Profile 1 - Vehicles											
1			Vehicle		0						
Asset Profile 2 - Furniture											
2	JAM10	B0512	2 Draw Filing Cabinet		1	MLG		3/11/2011	\$20,500.00	MLGCD	518-DLG-212-351
3			Furniture or Fixture		0						
Asset Profile 3 - Electrical											
4	JAM10		Projector	Epson	1	MLG	PSPK1815990	16/3/2012	\$88,177.00	MLGCD	022-DLG-816-591
5	JAM10		Printer	HP	1	MLG	CNH8C9CQZB	16/3/2012	\$52,500.00	MLGCD	067-DLG-273-818
6	JAM10		Laptop	HP	1	MLG	5CH1330MF0	11/4/2012	\$68,085.11	MLGCD	468-DLG-079-973
7	JAM10		Laptop	HP	1	MLG	5CH1242WTL	11/4/2012	\$68,085.11	MLGCD	016-DLG-097-598
8	JAM10		Digital Camera	Sony	1	MLG	7092762	11/4/2012	\$17,021.28	MLGCD	224-DLG-292-403
9	JAM10		Projector	Epson	1	MNS	PTPK2101114	27/4/2012	\$89,240.82	MNS	MNSHQ7W-13/287/21*
Asset Profile 4 - Heavy Machinery											
10	JAM10		Heavy Equip. or Generator		0						
11	JAM10		Heavy Equip. or Generator		0						
Asset Profile 5 - Non Capitalized Items											
13	JAM10		Other (less than 1,000 \$)		0						
TOTAL									\$403,609.32		

* Tag # assigned by MNS

Project Manager

Robert H.P. Hill

November 21, 2013

Signature:



UNDP Programme Advisor

Resident Representative

Date & Signature:

Date & Signature

Project Management: Revised by: Tanisha Cunningham Date: November 21, 2013

Signature: 
Project Associate

Approved by: Robert H. P. Hill Date: November 21, 2013

Signature: 
Project Manager

