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Annual Work Plan

Support to the Commission of Enquiry Project #79484

2015

UNDAF 2016	Outcome:	2012-	UNDAF Outcome 3: Government and Civil Society organizations improve access to comprehensive protection, prevention and justice systems and services for individuals and groups vulnerable to multiple safety and violence risks
	UNDP Strategic Plan Outcome 3:		Outcome 3: Countries have strengthened institutions to progressively deliver universal access to basic services
	Expected CPAP Output:		Output 3.1 Improved policy, technical frameworks and technical capacity of state human rights institutions
	Implementing Partner:		UNDP
	Responsible Parties:		Ministry of Justice

Brief Description

This project was developed in response to a request by the Government of Jamaica for the UN to provide technical and financial support to the coordination of the process of the establishment and operationalization of the Commission of Enquiry. The objective of this project is for the Commission of Enquiry to be credible and to positively contribute to bringing closure to the Tivoli Gardens 2010 events and to enhance social dialogue around key issues in Jamaican society. This is closely linked to a broader Community Safety and Social Cohesion Programme for which preparatory work will be conducted as part of this project.

The outputs of the project are:

1. The Ministry of Justice has the necessary capacity for the establishment and effective functioning of the neutral and transparent Commission of Enquiry
2. The public awareness on principles and operating assumptions on COE's strengthened and information sharing mechanisms on the commission of enquiry supported.
3. Two year project developed to enhance Social Cohesion and Community Safety

Programme Period:	2012-2016
CPAP Programme Component:	CPAP Outcome 3.1
Project Title:	-Support to the Commission of Enquiry
Atlas Award ID:	00079484
Start date:	May 1, 2014
End Date:	December 31, 2015
Management Arrangements:	DIM

2015 AWP budget:	\$187,100
Total resources required 2014-15	
Total allocated resources:	
• UNDP	\$ 91000
• BCPR	\$ 96000
Unfunded budget:	0
In-kind Contributions	0

Agreed by UNDP:

Deputy Resident Representative
Title

Mark Clauf
Signature

20/02/15
Date



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	Responsible Parties:	Ministry of Justice

Expected Outputs (including indicators and annual targets)	Planned Activities List activity results and associated actions	Timeframe			Responsible Party	Planned Budgets								
		Q1	Q2	Q3		Source of Funds	Budget Description	Amount						
<p>Output 1.</p> <p>The Ministry of Justice has the necessary capacity for the establishment and effective functioning of the neutral and transparent Commission of Enquiry</p> <p>Baseline: Commission of Enquiry requires legal experts to support the collection of witness statements which were not available No statements recorded</p> <p>Targets i) 150 witness statements recorded by legal experts ii) Completion of ballistic evidence verification process iii) 100 persons provided with legal aid services in the affected communities</p> <p>Indicators: i. Number of statement recorded from witnesses disaggregated by gender</p>	<p>1.1 Activity Result: Support to strengthening witness statements in relation to location of incidents</p>	1.1.1 Development of 3D mapping of sites in West Kingston to be used during the provision of evidence												
			x			UNDP	UNDP	74200 Audio/visual/Pr int prod costs	5000					
		<p>1.2 Activity Result: Legal Aid Support provided to victims and/or affected persons</p>												
		1.2.1. Provision of legal representation at the COE hearings as advised by Secretariat inclusive of conducting interviews and collecting witness statements	x			MOJ/Legal Aid Council	UNDP	74100 Professional Services	32400					
1.2.2. Pre hearing consultation with potential witnesses	x			MOJ/Legal Aid Council	UNDP	74100 Professional Services	2069							
1.2.3. Participation at 4 town hall meetings to provide legal advice to persons in West Kingston	x			MOJ/Legal Aid Council	UNDP	74100 Professional Services	531							

ii. Extent to which ballistic evidence verification process is completed iii. Number of persons provided with legal aid services in the affected communities	1.2.4. Participation in 4 community engagements resulting in increased involvement by West Kingston residents in services offered by legal aid clinic	X			MOJ/Legal Aid Council	UNDP	74100 Professional Services	0	
1.3 Activity Result: Support to strengthening of ballistic evidence reports									
1.2.2 Facilitation of forensic ballistic testing in accordance with guidelines as determined by the Commission		X		UNDP	UNDP	71600 Travel		3000	
Subtotal Output 1									43,000
2.1 Activity Result Commission of Enquiry process monitored and reports disseminated									
Action 2.1.1 Consultations held with media partners	X			UNDP	UNDP	75700 Training, Workshops and Conferences	2000		
2.2 Activity Result Management of COE/Social Cohesion Project Activities implemented by UNDP									
Action 2.2.1: Consultant Contracted to Manage COE/ social cohesion project activities undertaken by UNDP	X	X	X	UNDP	UNDP	Local Consultant	16100		
Baseline: i. Limited public awareness on COE principles and operating assumptions ii. No system in place to monitor Commission of Enquiry process									
Output 2. The public awareness on operating principles and assumptions on COE's strengthened and information sharing mechanisms on the commission of enquiry supported.									

<p>Targets</p> <p>i. 5 articles in national electronic or print media referencing at least 3 of the 5 core principles and operating assumptions of National Commissions of Enquiry</p> <p>ii. 100 views on UNDP website material on COE</p> <p>Indicators</p> <p># number of articles in national electronic or print media referencing at least 3 of the 5 core principles and operating assumptions of National Commissions of Enquiry</p> <p># of hits on UNDP website material on COE</p>	<p>2.3 Activity Result: Commission of Enquiry supported through Communications Campaign</p> <table border="1"> <tr> <td data-bbox="1156 562 1367 829"> <p>Action 2.1.1</p> <p>Communications consultant contracted and communications Campaign designed</p> </td> <td data-bbox="1156 829 1367 1045">X</td> <td data-bbox="1156 1045 1367 1262"></td> <td data-bbox="1156 1262 1367 1478"></td> <td data-bbox="1156 1478 1367 1694">UNDP</td> <td data-bbox="1156 1694 1367 1911">UNDP</td> <td data-bbox="1156 1911 1367 2100">71300 Local Consultant</td> <td data-bbox="1156 2127 1367 2100">30,000</td> </tr> <tr> <td data-bbox="711 562 1156 829"> <p>Action 2.1.2</p> <p>Development of media material to support implementation of Communication Campaign</p> </td> <td data-bbox="711 829 1156 1045">X</td> <td data-bbox="711 1045 1156 1262">X</td> <td data-bbox="711 1262 1156 1478"></td> <td data-bbox="711 1478 1156 1694">UNDP</td> <td data-bbox="711 1694 1156 1911">BCPR</td> <td data-bbox="711 1911 1156 2100">74200 Audio-Visual/Print media</td> <td data-bbox="711 2127 1156 2100">15,000</td> </tr> <tr> <td colspan="8" data-bbox="711 2343 1156 2100"> <p>Subtotal Output 2</p> </td> <td data-bbox="711 2559 1156 2100" style="text-align: right;">63,100</td> </tr> </table>							<p>Action 2.1.1</p> <p>Communications consultant contracted and communications Campaign designed</p>	X			UNDP	UNDP	71300 Local Consultant	30,000	<p>Action 2.1.2</p> <p>Development of media material to support implementation of Communication Campaign</p>	X	X		UNDP	BCPR	74200 Audio-Visual/Print media	15,000	<p>Subtotal Output 2</p>								63,100
<p>Action 2.1.1</p> <p>Communications consultant contracted and communications Campaign designed</p>	X			UNDP	UNDP	71300 Local Consultant	30,000																									
<p>Action 2.1.2</p> <p>Development of media material to support implementation of Communication Campaign</p>	X	X		UNDP	BCPR	74200 Audio-Visual/Print media	15,000																									
<p>Subtotal Output 2</p>								63,100																								
<p>Output 3. Two Year project developed to enhance Social Cohesion and Community Safety</p> <p>Baseline</p> <p>No project developed on Social Cohesion and Community Safety</p> <p>No baseline study completed</p> <p>Targets</p>	<p>Activity Result 3.1. Baseline established and gaps identified in preparation of the Social Cohesion programme</p> <table border="1"> <tr> <td data-bbox="467 562 597 829"> <p>Action. 3.1.1</p> <p>Management of consultancy for baseline study.</p> </td> <td data-bbox="467 829 597 1045">X</td> <td data-bbox="467 1045 597 1262">X</td> <td data-bbox="467 1262 597 1478">X</td> <td data-bbox="467 1478 597 1694">UNDP</td> <td data-bbox="467 1694 597 1911">BCPR</td> <td data-bbox="467 1911 597 2100">71300 Local Consultant</td> <td data-bbox="467 2127 597 2100">25000</td> </tr> </table> <p>Activity Result 3.2. Social Dialogue initiated at community level in West Kingston</p> <table border="1"> <tr> <td data-bbox="256 562 386 829"> <p>Action: 3.2.1</p> <p>Preparation and implementation of Town Hall Meetings</p> </td> <td data-bbox="256 829 386 1045">X</td> <td data-bbox="256 1045 386 1262">X</td> <td data-bbox="256 1262 386 1478"></td> <td data-bbox="256 1478 386 1694">MOJ (DRF)</td> <td data-bbox="256 1694 386 1911">BCPR</td> <td data-bbox="256 1911 386 2100">75700 Training Workshop Conferences</td> <td data-bbox="256 2127 386 2100">4000</td> </tr> </table>							<p>Action. 3.1.1</p> <p>Management of consultancy for baseline study.</p>	X	X	X	UNDP	BCPR	71300 Local Consultant	25000	<p>Action: 3.2.1</p> <p>Preparation and implementation of Town Hall Meetings</p>	X	X		MOJ (DRF)	BCPR	75700 Training Workshop Conferences	4000									
<p>Action. 3.1.1</p> <p>Management of consultancy for baseline study.</p>	X	X	X	UNDP	BCPR	71300 Local Consultant	25000																									
<p>Action: 3.2.1</p> <p>Preparation and implementation of Town Hall Meetings</p>	X	X		MOJ (DRF)	BCPR	75700 Training Workshop Conferences	4000																									

i)Project developed on Social Cohesion and Community Safety	to sensitize on the COE							
	Action:3.2.2 Provision of Conflict Resolution and Mediation Sessions	X	X		MOJ (DRF)	BCPR	71300 Local Consultants	4000
ii)Baseline Study Complete	Action: 3.2.3 Community Walk-Throughs	X	X		MOJ (DRF)	BCPR	71300 Local Consultants	2000
	Activity Result 3.3 Referral support and psychosocial services for affected persons at community level in west Kingston and other target communities facilitated							
i)Status of completion of project document ii)Status of completion of baseline study	3.3.4. Provision of Psychosocial Servicesat COE Venue and in Communities including ongoing needs assessments of victims / affected persons, Referral Services	X	X	X	VSD/MOJ	BCPR	71300 Local Consultants	10,000
	3.3.5. Therapeutic interventions for children and adults as needed, Referral Services	X	X	X	PML/MOJ	BCPR	71300 Local Consultants	10,000
	3.3.6. Restorative Justice Sessions Provided	X	X	X	RJU/MOJ	BCPR	71300 Local Consultants	10,000
	3.3.7. Establishment of communications network for coordination of project activities	X	X	X	MOJ	BCPR	72400 Comm. and Audio Equip	1500

		3.4 Activity Result: Recruitment of Project Manager for Project Activities undertaken by MOJ							
		3.4.1 Manager contracted to coordinate activities undertaken by Ministry of Justice	Project to			MOJ	BCPR	71300 Local consultant	14,500
Subtotal Output 3			x	x	x				
SUBTOTAL UNDP									81,000
SUBTOTAL BCPR									91,000
									96,000
									187,100
									TOTAL

