

ANNUAL PROJECT REPORT 2009

**United Nations Development Programme, Cambodia
Legislature Assistance Project
01 January 2009 – 31 December 2009**



Top left: Issue Based Field Trip to MondulKiri Province on 11-13 February 2009
 Top Right: Strategic Management and Planning Training, 02 October 2009
 Middle: Senate 1st Women Commune Councillor Regional Forum on 28 July 2009
 Down Left: Women MP Retreat in Siem reap Province on 09 -11 Sep 2009
 Down Right: Project Steering Committee Meeting at the Senate on 18 August 2009

Project ID & Title: 00056936 - Legislature Assistance Project

Duration: 2007 – 2010

Total Budget: 1,615,532.29 US\$

Implementing Partners/Responsible parties: Cambodian Parliament
Technical Coordination Secretariat

Country Programme Outcome 1: Legislature and Civil Society are able to improve checks and balances of the executive branch

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Abbreviations

CSOs:	Civil Society Organizations
CMDGs:	Cambodian Millennium Development Goals
D&D:	Decentralization and De-concentration
DPs:	Development Partners
IP:	Indigenous People
LEAP:	Legislative Assistance Project
MDGs:	Millennium Development Goals
MoH:	Ministry of Health
MoT:	Ministry of Tourism
MoWA:	Ministry of Women Affairs
MPs:	Member of Parliaments (both National Assembly members and Senators)
NA:	National Assembly
NGOs:	None Governmental Organizations
ODI:	Overseas Development Institute
PSOP:	Parliamentary School Outreach Programme
PSC:	Parliamentary Steering Committee
SN:	Senate
SG:	Secretariat General
TCS:	Technical Coordination Secretariat
TPB:	Technical Project Board

I. Executive summary

The Legislative Assistance Project (LEAP) in 2009 continued to strengthen its ties with the implementing partner and the beneficiaries and continued to collaborate closely with other development partners active in the National Assembly and Senate.

LEAP is linked to UNDP Cambodia's CPAP Outcome to reinforce democratic institutions which help to create checks and balances on the executive power, in addition to supporting the Parliament's own Strategic Development and Action Plan. The Annual Work Plan 2009 was built around activities to improve the three inter-related functions of the Parliament namely, representation, law-making and oversight in addition to providing capacity building support to key staff of the parliamentary secretariat and the TCS. A wide variety of activities were undertaken during 2009, including field trips, workshops, study missions, forums and briefings, school outreach programmes, public hearings, trainings, the development of code of conduct, communications strategy, HIV/AIDS handbook, brochures, newsletters, publications of laws and the provision of resources for the parliamentary libraries..

Throughout the year, the project was able to achieve remarkable progress contributing to the project outputs, highlights of key results include:

The women Parliamentarians of the National Assembly (NA) agreed to work together cross-party., draft bills (Penal Code and Inter-country Adoption) were openly consulted with CSOs and the Executive through public hearings, creating a unique space for dialogue in the Parliament and improving the ability of MPs to fulfil their role as law makers. A Code of Conduct was drafted for both Houses promoting a culture of ethical behavior among Members of Parliament. MPs from both Houses were exposed to effective parliamentary oversight techniques from the Australian Parliament in a three-day intensive seminar. Additionally, regular briefings to MPs were provided by experts on critical issues of concern including *"Land Disputes and the Impact on Cambodia's poor"* and *"Global Financial Crisis: Its Impact on Cambodia"*.

MPs capacities were further enhanced through direct interaction, collaboration and networking with foreign Parliaments including parliamentary visits to the Italian Parliament, the Inter-Parliamentary Union and the Parliament of Laos.

The capacity of key parliamentary staff was successfully increased in 2009 through a range of training activities including strategic management and planning successfully empowering the individual departments to develop strategic plans and derive yearly action plans for implementation, continued. Hansard training for improved record keeping of Parliamentary sessions, communications and mass media training enabling the Parliamentary staff to develop effective press releases and updates to the parliamentary website and English training to key staff in preparation for the Cambodian hosting of the AIPA General Assembly in 2011.

The Technical Coordination Secretariat of the Cambodian Parliament (TCS) continued to benefit from on the job mentoring through UNDP experts and successfully led donor coordination and aid effectiveness initiatives through monthly development partner meetings, LEAP technical project boards (TPB), Parliamentary Steering Committee (PSC) meeting, TCS Strategic Planning Retreat in addition to the effective implementation of the LEAP Annual Work Plan.

In collaboration with UNAIDS, FHI and a wide range of stakeholders from the National Aids Authority to the Secretary Generals and the specialized parliamentary commissions from both Houses, a Parliamentary Handbook on HIV/AIDS was developed aimed at promoting increased engagement of the Parliament in the national response to HIV/AIDS. The Handbook aims to equip Parliamentarians with increased knowledge and information on the latest data of the pandemic in Cambodia.

Despite the above mentioned achievements, the year 2009 also posed significant challenges. The TCS experienced difficulties regarding the ability to properly plan and implement activities, the arduous approval process involving formal communications in both houses contributed to slow/delayed implementation of activities, aggravated by late submission of reports, insufficient information in reports, and sometimes no reporting of activities at all. In addition, the TCS experienced difficulties due to receiving conflicting directions from the TCS Director, UNDP and the LEAP board members.

A number of activities were unfortunately not approved or significantly delayed at the very last moment despite being part of the approved AWP and a substantial amount of work invested in them.

II. Implementation progress

PROGRESS TOWARDS PROJECT OUTPUTS

OUTPUT 1: Strengthen the capacity of the members of both houses to better exercise their interrelated function			
Output Indicators	Baseline (2008)	Target (December/2009)	Current status (December/ 2009)
1.1:1 Number of constituents reached through parliamentary field activities	500	5,000 ¹	1783 ²
1.1:2 Number of stakeholders receiving parliamentary outreach materials through the TCS	0	200	485
1.1:3 Number of parliamentary media programs supported by LEAP activities	0	17 ³	0
1.2:1 Number of dialogues with executive prior to adoption of law	1	3	2 ⁴
1.2:2 Number of consultations held on draft bills with the public and CSOs	1	3	2 ⁵
1.2:3 Number of expert briefings provided to parliament on draft bills	1	3	1 ⁶
1.3:1 Number of parliamentary forums on relevant sectoral topics which include the executive	8	10	11
1.3:2 Number of MPs participating in budget related trainings or dialogues	196	100	0 ⁷

1.1 IMPROVED REPRESENTATIONAL CAPACITY

MPs respond to constituents concerns, play an effective oversight role and disseminate new laws at the local level

During 2009 MPs were better able to perform their inter-related roles at the local level as a result of their participation in LEAP supported field-trips. Thirteen field trips including both Commission field trips⁸ and Issue based field trips⁹, were successfully conducted during the implementation period. One hundred and nine (109) MPs (82 men /27 women) visited 17 provinces throughout the country. The objectives of the field trips included; to investigate the effectiveness of law enforcement including laws on domestic violence, disabilities, tourism and HIV/AIDs, dissemination of new laws to constituents and to listen and respond to challenges faced by constituents at the local level on a wide range of issues including, land conflicts, maternal health, gender equality, drug use, human trafficking, health care services, and the implementation of policies including D&D.

¹ This figure was originally set at this level to reflect constituents reached under the planned constituency dialogue programme. The Constituency Dialogue programme did not go ahead as planned in 2009.

² The numbers include 4 school outreach visits, a dialogue with the Youth to mark International Human Rights Day and an Indigenous People visit.

³ The LEAP approved AWP included support for parliamentary radio programmes. However, the radio programmes did not receive additional approval from the TCS director.

⁴ Dialogue on Draft Law on Penal Code and Inter-Country Adoption

⁵ Dialogue on Draft Law on Penal Code and Inter-Country Adoption

⁶ A Briefing was provided by UNOHCHR in response to a request by Members of the NA on the draft penal code and the draft budget law.

⁷ LEAP project in collaboration with NGO Forum organized a dialogue on the draft budget law. At the last moment this was cancelled by the NA.

⁸ Ten Commission field trips

⁹ Three Issue-based field trips: on Land dispute and Dissemination of the law on HIV/AIDS, Domestic Violence and Human Trafficking, and indigenous people.

During the missions, the delegations interacted with 1605 stakeholders from the local government, commune councils, communities and relevant civil society organizations (CSOs). They also met and discussed challenges experienced by local authorities, constituents and civil society groups in 14 public hearings held in Banteay Meanchey, Kampong Chhnang, Kampong Speu, Kampong Thom, Kosong, Kampot, Kandal, Mondul Kiri, Otdor Meanchey, Pailin, Preah Sihanouk, and Preah Vihear provinces.¹⁰ In response to the challenges, the delegations provided recommendations to the local government to address those challenges and issues, for instance recommending to create a women's development fund and to increase collaboration with civil society to improve the status of women in the community.¹¹

Following the trips, the delegation normally prepared reports and submitted them to the President of the National Assembly and/or Senate regarding their findings and specific recommendations for local and national government ministries to take follow-up action. In other cases, for instance, when confronted with issues of ethnic minorities during the field trip the delegation requested representatives of those minority groups to come to the Parliament to further discuss the identified problems. Subsequent to another LEAP supported field trip the Senate's Commission 7 met with the Ministry of Tourism to discuss the challenges in the development of eco-tourism in the provinces visited, including problems of poor infrastructure and the limited available budget.¹² An additional field trip resulted in Commission 8 of the NA requesting the attendance of representatives of the Ministry of Health (MoH) to respond to issues identified during the field visit.¹³ In several other cases follow up action was taken in the form of the delegation writing to the relevant ministries to intervene and address the identified problems, for example after a field trip to Banteay Meanchey and Siem Reap province¹⁴, Commission 7 of the Senate wrote a letter to the Ministry of Tourism to ask for their intervention in the problems of the Siem Reap Tourist Transportation Association.

Regional Forums Build Capacity of Commune Councilors, Promote Pluralism in Local Government and Disseminate Key Information on D&D Reforms

As a result of LEAP supported regional forums in Regions 1, 2 and 4, 64 Senators and MPs were provided an opportunity to build the capacity of commune councilors in leadership, pluralism, democracy, gender empowerment and D&D reforms. The forums also provided an opportunity for the Senators to learn about the challenges and needs of commune councilors and to provide valuable recommendations.¹⁵ The forums were attended by a wide range of stakeholders, including 375 cross-party local government officials and 21 CSOs.

The regional forum in region 1 specifically targeted women commune councilors, enabling the women to learn from the Senators and MPs but also learn from each other. Many of the more experienced women councilors were invited to make presentations regarding their roles and challenges faced as a woman at the local level. The women also received a briefing from WHO on maternal health and benefited from a 'Women's Fair' which was hosted at the Senate. Through discussions and group meetings, the forums identified challenges such as discrimination, limited capacity of commune councilors, limited funding, low incentive, and imbalance between work and life. Facilitated by the MPs present, recommendations and solutions from other communes were

¹⁰ Three public hearings were held in Preah Vihear province during three separate field trips conducted by the Senate's Women Caucus and Commission 8 (July 14th – 16th, 2009), the NA's Commission 4 (July 16th -18th, 2009), and the NA's Women MPs and Commission 8 (July 20th – 24th, 2009).

¹¹ During the field trip of the Senate's Women Caucus and Commission 8 to Preah Vihear province. The field trip was conducted on July 14th – 16th, 2009 and the Regional Forum in Region 1 and 4 was organized on July 28th 2009 and December 15th – 16th, 2009 respectively.

¹² On October 23rd, 2009

¹³ The mission found out during the field trip that maternal health and health care services in Banteay Meanchey, Kampong Thom, Otdor Meanchey, Pailin, and Preah Vihear need further improvement and promotion. Therefore, after the trip, the delegation met with representative from the Ministry of Health (MoH) to discuss the availability and quality of health care services in these provinces.

¹⁴ From September 28th – October 1st, 2009.

¹⁵ Region 2 in Kompongcham, Region 4 in Pailin and region 1 in Phnom Penh

exchanged and durable networks between communes and the Senate established.

Minority Groups are Given a Voice

Twenty-four indigenous people (IP) were supported to visit the National Assembly to raise awareness of the challenges faced by indigenous people in their communities.

The visit by IPs from Ratanakiri and Mondulakiri, took place in collaboration with the Access to Justice Project of UNDP and was a successful follow up activity of an issue based field trip conducted by a cross-party, cross-commission and cross-houses delegation earlier in 2009. The issued based field trip was supported to enable the MPs to obtain an increased understanding regarding indigenous people, their culture, livelihood systems, and particularly the challenges they face. The follow-up visit to Parliament provided the IPs and opportunity to hold the MPs accountable for actions promised during the field trip and provide updated information on their situation.

Shared Regional Experiences

In collaboration with the IPU, the LEAP project provided support for a Women's Leadership Retreat for women MPs from both houses and across party lines. Senior MPs and resource persons from Philippines, Indonesia, Bangkok and Vietnam supported the retreat.

Additionally, LEAP provided support for HE Mr. Chhit Kimyeat, Vice Chairman of Commission 9 to attend a Subcommittee Meeting of the Asian Parliamentary Assembly on the Global Financial Crisis in Kuala Lumpur, Malaysia.. Moreover, the LEAP supported 3 representatives of the Women's Caucus from the Senate to participate in a conference organized by the NA Laos in collaboration with the UN parliamentary development Joint programme on the "Role of parliamentarians in promoting women's advancement in the Mekong Region Countries + Japan".

1.2 IMPROVED LEGISLATIVE CAPACITY

Parliament undertakes increased Collaboration and Consultation with Civil Society

Throughout the implementation period the LEAP project continued to support increased interaction between Parliament and civil society through 9 parliamentary workshops, 4 Parliamentary Breakfast Briefings, 2 Public Hearings on draft laws, 13 field visits and 4 regional forums.¹⁶ Civil society partners were invited to all LEAP activities, (excluding the training of MPs and secretariat staff). During the implementation period LEAP facilitated the interaction between Parliament and 83 civil society groups. These interactions, contributions and briefings by civil society enhanced the MPs knowledge regarding key issues of concern, including the financial crisis, land conflicts, oil and gas and human rights. The enhanced knowledge gained from the supported activities meant the MPs were more informed when conducting their representative, oversight and law-making roles.

In addition, the LEAP project provided support for the two public hearings on draft laws which took place in 2009. LEAP in collaboration with the expert commissions provided a dialogue to inform the stakeholders regarding the contents, meaning and impact of the draft laws. Public hearings were supported on the draft laws on the Criminal Code and Inter-country Adoption. The hearings were attended by the Executive and CSOs, Secretariat staff from both houses, Ministry of Justice, Embassies, Lawyers, Judges, Media, and NGOs/CSOs, coming together to debate the draft laws. Through the dialogues, inputs, suggestions and comments were provided to the Parliament for consideration when debating the draft laws.

Finally, the LEAP project provided support for an issue based field trip on dissemination of key laws including, domestic violence, disabilities and HIV/AIDS. The field trip delegation included 9 MPs from cross parties and both houses. The delegation visited Kampong Chhnaing, Kampong Speu and Kos Kong provinces,¹⁷ and met with 71 (24 females) representatives from NGOs/CSOs and 25

¹⁶ Three regional forum in region 1, 2 and 4, and a Regional Seminar on "The Role of Parliaments in Promoting Peaceful and Substanable societies in South-East Asia" March 9-11, 2009 at the Inter-continental Hotel, Phnom Penh.

¹⁷ The field trip was organized from October 26th – 29th, 2009

representatives from provincial authority and departments. The mission recognized that the domestic violence and HIV/AIDS laws were widely disseminated. However, the dissemination of disabilities law needs further improvement. Therefore, the delegation recommended to local authorities to increase awareness of and strengthen the dissemination of this law.

1.3 IMPROVED OVERSIGHT CAPACITY

Increased oversight at the sub-national level

The LEAP project contributed to improving the oversight capacity of the Members of Parliament by providing them with an opportunity to visit and interact with 150 (23 females) local government and 358 (88 females) constituents in public hearings held in 12 provinces¹⁸. These field visits enabled the MPs to see the realities of the challenges faced by their constituents first hand, by visiting health clinics, maternity homes, prisons and drug houses. The MPs were able to listen to the challenges of the constituents directly and then discuss the challenges with the local governments to identify solutions and recommend corrective action. (As noted in paragraph 1.1 above).

Parliamentary Forum on “Parliament’s Role in Achieving Cambodian Millennium Development Goals (CMDGs)”

The LEAP project also contributed to strengthening the oversight capacity of the Members of Parliament regarding the Cambodian Millennium Development Goals (CMDGs) by organizing a Parliamentary Forum on “Parliament’s Role in Achieving CMDGs”¹⁹. The event was considered as informative and useful by the participated Members of Parliament. “The forum was significant and useful as it promoted the engagement and participation of the parliament to better and effectively implement the CMDGs” H.E. Mrs. Ho Naun, Chairperson of the NA’s Commission 8 stated in her speech. “A collective effort was needed to meet the goals. We need to demand that all the authorities and people join together to accomplish this.” Said H.E. Mrs. Khloth Tongphka, Chairperson of the Senate’s Commission 8 (Quoted in The Phnom Penh Post, March 20, 2009). H.E. Thoam Bun Sron, Vice-Chair of the Senate’s Commission 7 said he believed parliamentarians would, as a result of the forum, urge the government to increase its effort to reform the public administration in a manner that would promote the goals. (The Phnom Penh Post, March 20, 2009).

Cross-Party MPs Learn Effective Fiscal Oversight Practices at the sub-national level from the Italian Parliament

From the study mission to Italy on D&D reform and Fiscal Management (July 4-12, 2009), 10 MPs gained both theoretical and practical knowledge of D&D and fiscal management at the sub-national level government. The MPs utilized the knowledge and information gained during their study mission in order to strengthen the ability of Parliamentarians and local authorities to successfully implement Cambodia’s strategy on D&D. In addition to understanding the fiscal management and responsibilities of the local government and how the D&D process impacts the budget allocations at the national level. Commission 4 of the NA through a field trip to Preah Vihear province (July 16th – 18th, 2009), shared with 88 stakeholders²⁰ the lessons learned from Italy’s decentralization policies and fiscal management at sub-national level.

MPs Learn Effective Oversight Techniques from the Australian Parliament

Furthermore, the on-going orientation programme which was conducted in collaboration with the Australian Parliament successfully enabled 20 Senators and 66 MPs (25 females) to improve their oversight capacity through a 3 day seminar on effective oversight techniques employed in the Australian parliament. During the seminar, MPs learnt about important key aspects of parliamentary

¹⁸Banteay Meanchey, Kampong Chhnang, Kampong Speu, Kampong Thom, Kos Kong, Kampot, Kandal, Modulkiri, Otdor Meanchey, Pailin, Preah Sihanouk, Preah Vihear provinces.

¹⁹ On March 19th, 2009 at the National Assembly. There were 34 MPs, 25 Senators, 12 representatives from Ministries, and 57 representatives from NGOs/CSOs, UN, Development Partners and Media participated.

²⁰ The 88 stakeholders were 46 commune councilors, 7 NGOs/CSOs, 32 and 3 representatives from provincial department and provincial authority respectively.

oversight, parliamentary debates, the role of the opposition, and budget scrutiny and control. The seminar was welcomed and rated useful by the participated MPs. "This seminar aims is to strengthen democratic system in Cambodia and to upraise NA members' ability.[E]ven though law is adopted in the constitution, we need to add more good experience and ideas to reflect NA member's work performance." H.E. Leng Peng Long, Cambodian NA Secretary General quoted in the DAP News Cambodia. Quoted from an article of the VOA dated September 2nd, 2009, H.E. Ms. Khoun Sodary, a CPP MP emphasized that the seminar was very useful and helped strengthen Cambodian NA members' Capacity. "This seminar is very good as experienced clerks participated which it let us know and get more new knowledge and then those ideas should be implemented," H.E. Kem Sokha told reporters (quoted by the DAP News Cambodia.)

CROSS-CUTTING

LEAP Supports Dialogue on Democracy

LEAP provided an excellent and unique opportunity for Parliament to host a dialogue about the state of democracy in Cambodia. The TCS with support of the LEAP project and in collaboration with the IPU and KAS organized a one day forum to mark the 2nd International Day of Democracy (IDD) with 2009 theme: "Democracy and Political Tolerance". This marked the first time the Cambodian Parliament celebrated the IDD and guest speakers were invited from the Parliament of the Philippines, and Malaysia. Sessions included *The Importance of Democracy Today and the Challenges it Faces*, *Building a Culture of Pluralism and Tolerance in Asia*, *Role of Parliaments in Strengthening democracy*, and *Managing Diversity and Promoting inclusiveness in decision making*; Each session was chaired by a high ranking Ambassador to the Kingdom of Cambodia, such as US Ambassador, Australian Ambassador, and German Ambassador. The event garnered record attendance numbers of 230 stakeholders including MPs, Secretariat staff, Embassies, UN Agencies, NGOs/CSOs, development partners (DPs), and media.

Communication Strategy Developed

LEAP supported the development of a parliamentary communication strategy which was drafted by an international communications expert in consultation with a wide cross-section of stakeholders including Parliament, development partners, media and NGOs/CSOs. A draft strategy, as well as best practice of parliamentary communication initiatives from around the world was presented to the MPs of both houses during a discussion forum. Through key stakeholder meetings and focus group discussions a draft discussion document was developed into a draft communications strategy for the Cambodian Parliament²¹. The draft strategy was finalized and circulated to all commission chairs and both SGs in early September 2009. This initiative helped to revise and greatly improve the Communication strategy of the SN while the NA strategy is still being examined and discussed within the Permanent Standing Committee. In addition, the expert provided on-going capacity building support to the TCS to draft a TCS newsletter, media strategy/contact list, press releases in addition to knowledge transfer to key TCS staff in media and communications

LEAP Assists Parliament to Targets 323 Youth

In recognition of UNDP's priority focus on Cambodia's youth as the country's greatest resource for the future, LEAP supported two activities in 2009 which reached a total of 323 high school children;

School Children learn about Parliament, leadership, gender empowerment and democracy through the Parliamentary School Outreach Programmes (PSOP)

One hundred and fifty-four (154) students, the majority of whom were girls, (99/64%), from five provinces²² benefitted from the (PSOP) in 2009. Each PSOP supported between 40 to 45 high school student council members to visit the Senate and National Assembly and interact with Parliamentary staff and MPs. Thirty-four MPs (9 female) and the Secretariat Generals (SG) of both houses had the

²¹ The draft communications strategy for the Cambodian Parliament was written by Ms. Vanessa Johanson, Communication Consultant of LEAP.

²² Kompong Cham, Kompong Thom, Kratie, Mondulkiri and Siem Reap

opportunity to interact with the students during the PSOP. The students received key information on the roles and functions of the NA, the SN, expert commissions, the women's caucus (SN), and the roles of MPs as well as services provided by the Secretariats of each House. Additionally, they were inspired by the parliamentarians regarding future leadership, the importance of democracy participation and gender empowerment. In return, the MPs had the opportunity to respond to questions and hear the challenges and concerns of young people from all over the country. *"I am very happy to have this rare chance to visit the National Assembly and the Senate which I thought it was impossible for me. I've learnt a lot from this visit about the businesses of the two houses. I will share the gained knowledge and experience with my friends, family and community when I am back."* A 10th grade female student commented. *"Now I understand clearly about the functions of the National Assembly and the Senate. Thanks to the organizer."* Noted a 9th grade female student.

School Children benefit from Parliamentary Dialogue on "Youth and Democracy"

An activity supported by LEAP marking International Day of Human Rights²³, which focused on 'Youth and Democracy', reached out to 169 High School students. In collaboration with Commission 1 of the NA and with technical support from IRI²⁴ and SDEP²⁵, the LEAP project organized a forum attended by around 236 participants including 10 MPs (6 females), 169 high school students the majority of whom were female (87/51%), and 14 (5 females) representatives from NGOs and CSOs. The activity imparted important information to the youth about leadership, public service and democratic participation. In addition, it provided an opportunity for the participants to dialogue with Members of Parliament about the challenges facing the youth in Cambodia.

TCS Newsletter

As part of a broader effort to improve parliamentary communications with constituents regarding the role of parliament, the TCS Newsletter entitled *"Voice of Parliament"* was developed. The *Voice of Parliament* highlights regular information about the NA and Senate activities related to Lawmaking, Representation, and Balance of Power and shares key information regarding parliamentary business and upcoming calendar. The first issue was distributed to over 100 stakeholders including civil society, donors, embassies, media and students.

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OUTPUT 2: improve the capacity of the officials of the Secretariat General of both houses to deliver effective services to Parliament

Output Indicators	<i>Baseline (2008)</i>	<i>Target (December/2009)</i>	<i>Current status (December/2009)</i>
2.1:1. Number of person days of training provided to staff of General Secretariats and TCS	590	800	943
2.1:2. Number of staff receiving IT training	72	80	0

Training Courses Improves Secretariat Management and Planning Skills

Forty staff (7 female) of both houses, 36 middle managers²⁶ and 4 support staff, successfully completed the strategic management and planning²⁷ The courses were an intensive interactive training on key aspects of strategic management. The courses provided the participants with an opportunity to draft a strategic action plan and included a briefing from the Ministry of Planning and Ministry of Economic and Finance. The course evaluations indicated that the participants improved their knowledge significantly on the course subjects and they intend to utilize the newly gained

²³ On December 9th, 2009

²⁴ International Republican Institute (IRI)

²⁵ Strengthening Democracy and Electoral Process in Cambodia Project (SDEP)

²⁶ Directors, vice-directors, chiefs of office and vice-chiefs of office

²⁷ Strategic management and planning Module I (January 19 – 24 March, 2009), Module II (August 17 – 21, 2009) and III (August 24 – September 01, 2009).

knowledge in their day-to-day work to improve the effectiveness of their work in the departments. A post-training follow up indicated that the courses have positive impact on the participants' work as they claimed that after the trainings they are able to perform some tasks related to management and planning in their offices and/or in the departments more effectively. For example, a head of office in the Commission Assistance department of the Senate expressed that the knowledge he gained from the course helps him a lot in planning for his office. A deputy head of office in Human Resource Management department said that after attending the training, he has a better understanding of the planning report of the department and is able to provide some inputs which he could not do before. Deputy head of office in the Legal Research of the Senate indicated that she applied some of her newly gained knowledge from the course in her daily work and planning.

Capacity on Media and Communications Developed

Through a one-day training on mass media²⁸, 28 mid-level and support staff from both houses (6 females) increased their capacity regarding the media landscape of Cambodia, establishing media networks and databases, issuing press releases, and improving the Cambodian parliamentary websites to meet international standards. The training course increased their understanding and support for the need of a communication strategy for the Cambodian Parliament helping to efficiently implement it once adopted. The participants from both houses similarly expressed, according to a follow-up assessment, that they have better understanding regarding communication strategy after attending the training resulting in increased information being posted on the Parliamentary website.

Development Partner Coordination to Support IT Capacity of Parliament

The LEAP project supported a coordinated effort in 2009 to respond to the IT needs of the secretariats of both Houses. In coordination with UNDESA ICT for Parliament, a needs assessment was undertaken which identified the priorities of both Houses. As a result of this assessment and collaboration with other development partners including CIM and CCLSP, LEAP identified key training needs to support. Based on the assessment and additional meeting with the Heads and Deputy Heads of the IT Departments of both houses and input from UNDESA ICT for Parliament, four sets of TORs were developed focusing on advanced website design, advanced software and hardware maintenance and network/security. Through a UNDP procurement process a company was selected to deliver those trainings starting mid January 2010.

Improved Capacity of Hansard Department

The TCS successfully completed on target the six months training of Khmer Shorthand or "Hansard" provided to 28 key staff (including 9 women) contributing greatly to the capacity of the staff of the relevant departments. At the end of the training, the participants underwent a test proving that all satisfactorily completed the course.²⁹

Long-Term English Training Gets Underway

In response to the Parliament's concern that there was insufficient knowledge and expertise of English within the Members and the staff of Parliament to effectively host the AIPA General Assembly in 2011, the LEAP project recruited a UNV English teacher to be based full-time in the Parliament providing English language training. The objective is to establish a cadre of MPs and Secretariat staff who can competently manage the AIPA General Assembly in 2011.

An assessment test was administered to 41 priority staff from both houses, based on the results the staff were divided into groups based on their competencies. English classes for the selected staff from both secretariats (15 from the Senate and 26 from N.A), (16 female) are on-going.

On-going Capacity strengthening through Participation in LEAP Activities

In addition to the above training courses, 354 Secretariat staff (80 females) were provided capacity building opportunities through their participation in LEAP activities, including seminars, briefings,

²⁸ On September 11th, 2009

²⁹ Grade A= 6 participants, Grade B = 7 participants and Grade C = 11 participants

forums, retreat and field trips.		
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OUTPUT 3: Enhance capacity of TCS to promote, coordinate and implement development partner programmes

Output Indicators	<i>Baseline (2008)</i>	<i>Target (December/2009)</i>	<i>Current status (December/2009)</i>
3.1:1 TCS staff provided with professional training project management, financial management, project monitoring and evaluation... etc.	0	7	14

TCS Capacity Significantly Improved

During the implementation period the TCS staff increased by 59% with the addition of 4 secretariat staff (2 from each House), a UNDP funded M&E expert, full-time translator and UNV English teacher. The gender balance went from 12% to 36% , the capacity of the staff was increased through targeted training and on-the-job mentoring and experience – demonstrated by the successful implementation of the LEAP project with an increased budget of 34% on the prior year. Furthermore, the TCS proved its capacity as a coordination office with increased numbers attending the donor coordination meetings, the organization of the first Parliamentary Steering Committee meeting attended by 12 development partners, increased the number of civil society partners engaging with parliament, reached out to over 100 stakeholders through the TCS Newsletter and increased the number of joint activities implemented.

With strong commitment from the TCS staff, its capacity was gradually improved through effective and successfully organizing trainings, workshops, briefings, and seminars, facilitating field trips, meetings and the TCS retreat. The TCS managed to organize a variety of activities in benefit of MPs and staff from forums, to the regular Technical Project Board (TPB) meetings and the Parliamentary Steering Committee meeting (PSC).

One of the most significant advancements in the TCS’s coordination role was the successful implementation of the PSC. The PSC is made up of the Standing Committee from each House, with the objective of playing an oversight role of development assistance to the Parliament. This was the first time that the PSC had come together to look at multi-donor contributions to Parliament with 12 Development Partners in attendance. Moreover, it was also the first time that a joint statement by DPs was prepared and submitted to the PSC. The result of the PSC was increased donor coordination, strengthened aid effectiveness and ability for Parliament to look at development support holistically, enabling gaps, synergies and duplication to be identified.

Additionally, the LEAP Strategic Planning and Team Building Retreat was successfully organized and conducted by the TCS team³⁰ attended by DPs such as NDI, KAS, CCLSP, and API to provide input in the project’s mid-term review and to provide contribution to the TCS team building, identification of the project’s strengths, weaknesses, opportunities and threats as well as an initial strategy for developing the annual work plan (AWP) 2010.

The TCS staff’s capacity was significantly strengthened through participation in professional trainings, including 2 TCS managerial staff participated in the Strategic Management and Planning courses, 3 attended English classes at ACE, 1 participated in an Operacy Training, and all staff participated in

³⁰ On July 29th – 31th, 2009

M&E training.

Additionally, the staff's capacity was strengthened through on the job learning with the technical assistance of the SPA and OMA and a short-term communications expert. 2 staff were also supported to accompany the parliamentary delegation on a study mission on D&D and Fiscal Management to Italy, and key staff also benefited from the participation in many of the LEAP activities, including briefings, workshops, dialogues, public hearings and field trips. The TCS successfully facilitated two separate UNDESA ICT for Parliament missions assessing the existing ICT structure of the Senate and the NA and recommending future improvement.

The TCS also managed to increase DP coordination and collaboration, increase the number of stakeholders engaging with Parliament and provide an opportunity for sister UN organizations and UNDP programmes to interact with Parliament. Several collaborative activities include, briefings to Parliament on gas and oil and the financial crisis in cooperation with UNDP's IFA, an MDG Forum in collaboration with the majority of the UN community (together with an MDG Fair), International Democracy Day dialogue in collaboration with the Inter-Parliamentary Union (IPU), KAS with the support of the British, American, Australian and German Embassies, a seminar on effective oversight techniques in collaboration with the Australian Parliament and the Australian Embassy, a partnership with World Education and the MoEYS to implement the PSOP and regional forum on promoting gender equity and empowering women councils co-supported by KAS and CIDA/CCLSP and many more.

The TCS also developed a newsletter which was distributed to over 100 stakeholders including CSOs, Embassies, development partners and academia. The newsletter informed recipients of basic information regarding the business of parliament and the parliamentary calendar.

Finally, during the implementation period the number of external requests to the TCS increased as the level of confidence and awareness of the TCS office increased. Requests for information, coordination and/or technical support were received from development partners, UN Family, Sister Parliaments, Embassies to Cambodia and NGOs/CSO/DPs such as API, CCLSP, CHIM (NA), KAS, UNAIDS, UNDESA ICT, US Embassy, USAID, British Embassy, Australian Embassy, French Embassy, French Parliament, UN Millennium Challenge Campaign, IPU, UNOHCHR, Sabine Vaccine Institute PACT etc.

<input checked="" type="checkbox"/> delivery exceeds plan	<input type="checkbox"/> delivery in line with plan	<input type="checkbox"/> delivery below plan
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OUTPUT 4: Cross-cutting Objectives			
Output Indicators	Baseline (2008)	Target (December/2009)	Current status (December/ 2009)
4.1:1 Number of MPs and Staff who receive briefings and/or training on gender equity and empowerment	182	300	218
<p>Capacity of Women significantly Increased through LEAP Activities</p> <p>The Women Parliamentarians' Leadership Retreat in Siem Reap³¹ provided the first opportunity for the majority of women MPs and Senators from both Houses to come together across party lines in the 4th Mandate. The retreat successfully enhanced the capacity of the women parliamentarians from both Houses in gender mainstreaming and empowerment, effective leadership and communication, networking, including iKnow Politics and provided an important opportunity for cross-party relationship building. Importantly, one of the key results emerging from the retreat was the Women</p>			

³¹ On September 9th -11th, 2009

Parliamentarians in the National Assembly agreed to work together cross-party .

In recognition of UNDP's priority focus of gender empowerment and parity, the LEAP project supported 4 MPs from cross-party to participate in the international IPU conference on *"Is Parliament Open to Women? An Appraisal"*. The participation of this cross-party delegation in the conference came shortly after the LEAP supported Women's Leadership Retreat and provided an excellent opportunity for the MPs to hear how Parliaments around the world have dealt with issues of gender mainstreaming and discrimination. MPs participated from 38 countries and shared their experiences. The Cambodian delegates also utilized the opportunity on several occasions to share their experiences. One of the key issues discussed at the conference was the use of affirmative action for women to participate in politics, indeed a renowned expert from Stockholm University, Prof. Drude Dahlerup, stated that in most cases without affirmative action gender parity cannot be achieved.

Additionally, the project provided support for a regional forum focused on improving the representational role of women Senators and raising the capacity of women commune councilors. 15 Senators and MPs from the Senate's Women Caucus and from the National Assembly organized a highly successful regional forum with women commune councilors with the aim of increasing the understanding of councilors' challenges and needs and the impact of the financial crisis on women in the communities.³² Secondly, the objective was to raise the capacity of women commune councilors by interacting with the Senators but also hearing from and sharing experiences with more experienced women commune councilors from the region. MPs also took the opportunity to promote the mainstreaming of gender, the importance of multi-party democratic systems at the local level, and announced their plan to discuss the budget allocations with the government. The LEAP project also organized a women's fair in collaboration with civil society and UN agencies, aimed at providing the women commune councilors with much needed information on key issues including maternal health, infant mortality and gender mainstreaming. Furthermore, the activity included a briefing for the women commune councilors at the forum by WHO on issues relating to maternal health.

Three representatives of the Women's Caucus from the Senate were supported to participate in the conference organized by the NA Laos in collaboration with the UN parliamentary development Joint programme on the *"Role of parliamentarians in promoting women's advancement in the Mekong Region Countries + Japan"*. Participants were able to exchange ideas, success stories, challenges and lessons learned on mainstreaming Gender in Legislation review and drafting. With the aim to protect and foster the rights and interests of women, and to combat violence against women; and the protection of women's rights and interests in the political, economic and socio-cultural fields. The Cambodian Parliamentarians particularly benefitted from the opportunity to foster closer ties to neighboring female MPs in order to share best practices regarding the advancement of women.

Additionally, as illustrated below the LEAP project raised the capacity of women staff, MPs, commune councilors, constituents and girl students through a variety of activities including field visits, public hearings, briefings, dialogues, workshops and trainings.

No.	Descriptions	Female MPs	Female Support Staff	Female Constituents & CSOs
1.	Field Trips and Regional Forums	42	26	342
2.	Breakfast Briefings	26	24	8
3.	Parliamentary workshops and briefings (including pre-departure briefings and Women MP Retreat)	170	40	43

³² There were 157 participants (136 female commune councilors, 20 NGOs/CSOs, and a representative from the ministry of Interior)

4.	Project Board Meetings	6		
5.	Other activities including School Outreach programmes, Dialogue with Youth and IPs visit.	18	8	207
6.	Trainings for Support Staff		63	
TOTAL:		262³³	161³⁴	600

Programme Support Services

In order to strengthen the capacity of UNDP projects in the areas of communications, monitoring & evaluation and gender, expert services were made available from the UNDP Country Office to the LEAP in policy advice, training, tools and resource materials. The LEAP particularly benefitted from services provided under communications in support of the design of the parliamentary radio programme.

delivery exceeds plan delivery in line with plan delivery below plan

OUTPUT 5: UNAIDS-Support to Parliament to engage in the national HIV response in Cambodia

Output Indicators	<i>Baseline (2008)</i>	<i>Target (December/2009)</i>	<i>Current status (December/ 2009)</i>
5.1:1 Number of briefings or forum on HIV/AIDS conducted	2	2	1
5.1:2 Number of field trips conducted focusing on HIV/AIDS	1	2	2

Parliament's Role in HIV/AIDS National Response Increased

The LEAP project supported several activities in collaboration with UNAIDS. While briefings and field visits accounted for under Output 1 the LEAP project contributed to the development and printing of 100 copies of the HIV/AIDS Handbook in English language³⁵ and the redesign and printing 5,000 copies of the HIV/AIDS Law Brochure in Khmer language under this cross cutting output. These resources will be utilized by the Members and staff of both Houses to more effectively represent their constituents in the national response to HIV/AIDS.

MPs Knowledge of HIV/AIDS Increased

Prior to the field trip of NA's women MPs and Commission 8 to Kampong Thom, Preah Vihear, Otdor Meanchey, Banteay Meanchey and Pailin provinces³⁶ 8 MPs were briefed on the latest information relating to HIV/AIDS by Ms. Jane Batte from UNAIDS. The UNAIDS presenter had the impression that the capacity of the MPs regarding HIV/AIDS had significantly improved since the last time she had briefed the Parliament - based on the informative questions and comments raised by the MPs.

Field Visits enable Parliament to play a more effective oversight, legislative and representation role vis-à-vis HIV/AIDS at the sub-national level

During the field trip of the NA's women MPs and Commission 8 to five provinces³⁷ which was co-sponsored by UNAIDS, and an issue-based field trip to Kampong Chhnang, Kampong Speu and Koh Kong provinces³⁸, MPs successfully advocated the HIV/AIDS law. In addition, the MPs played a vital oversight role by visiting HIV/AIDS patients to observe and inspect HIV/AIDS services available in the provincial hospitals and clinics.

³³ The number here includes the double counting of the number of female MPs

³⁴ The number here includes the double counting of the number of female staff

³⁵ Five-hundred copies of the HIV/AIDS Handbook in Khmer language is in the process of printing.

³⁶ On July 20th -24th, 2009

³⁷ On July 20th -24th, 2009

³⁸ An issue-based field trip which participated by MPs from cross parties and both houses was held from October 26th - 29th, 2009.

Support for the Development of a Parliament Handbook on HIV

A handbook on HIV/AIDS was designed to strengthen the parliament's involvement in the HIV/AIDS national response. The handbook was developed in partnership with the Parliament, UNAIDS, National Aids Authority, and Family Health International (FHI). 100 copies of the Handbook were printed in English and 500 Khmer will be finalized in early 2010. An official launch of the handbook will take place in January 2010 before distribution to the MPs of both houses.

Re-Printing of the User Friendly HIV/AIDS Law Flyer

The content of the existing HIV/AIDS flyer on the Law on Prevention and Control of HIV/AIDS was updated and a design company improved the design and layout. The Flyer was re-printed with 5,000 copies for MPs to distribute during their field visits.

delivery exceeds plan

delivery in line with plan

delivery below plan

PROGRESS TOWARDS COUNTRY PROGRAMME (CPAP) OUTPUT

OUTPUT: Capacity of individual Parliamentarians and General Secretariats strengthened in legislation, oversight and representation

Output Indicators	<i>Baseline (2008)</i>	<i>Target (December/2009)</i>	<i>Current status (December/2009)</i>
1. Number of meetings/ briefings organized between members of Parliament and Civil Society/International Organization	Provided 23 civil society group/International organizations opportunity to meet/brief parliament on key issue	Enabling MPs to enhance their oversight role by meeting with at least 35 civil society groups and international organizations to solicit expert information on key issues	MPs have met with 83 civil society groups and international organizations to solicit expert information on key issues
2. Number of person days of training provided to General Secretariats and Technical Coordination Secretariats	In excess of 590 person days of capacity building training were provided to officials of the Secretariats General of both houses and of the TCS	Capacity of officials of the Secretariats General of both houses and of TCS will be further improved through provision of about 800 person days of training in key relevant competencies and skills (25% women)	Officials of the Secretariats General of both houses and of TCS have received 943 person days of training in key relevant competencies and skills (23% women)
3. Number of constituents reached through parliamentary field activities	In excess of 500 constituents were able to interact with MPs at the local level as a result of LEAP field activities	Enabling effective participation of citizens and improving representational role of parliament through field trips and constituency dialogues. MPs meet with at least 5,000 constituents to better understand and respond to challenges encountered on the ground	MPs have met with 1783 constituents through parliamentary field activities to better understanding and respond to challenges encountered on the ground

The overall achievements of the Legislature Assistance Project in 2009 are in line with the output targets of the Country Programme in strengthening capacity of individual Parliamentarians in legislation, oversight and representation and the Secretariats.

PROGRESS TOWARDS COUNTRY PROGRAMME (CPAP) OUTCOME

OUTCOME 1: Legislature is able to improve checks and balances of the executive branch

Outcome Indicators	<i>Baseline (month/year)</i>	<i>Target (December/2009)</i>	<i>Current status (month/year)</i>
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■ Number of oral and written questions submitted to the executive	2	4	2
■ Number of draft laws where CSOs are invited to give comments to Parliament	1	4	2

According to the outcome target indicator of the Country Programme (CPAP), the delivery of the Legislature Assistance Project (LEAP) is below plan. However, the LEAP has directly contributed significantly towards the achievement of the outcome target of the CPAP – Legislature and Civil Society are able to improve checks and balances of the Executive branch.

Capacity Development

In line with UNDP's global mandate the project's main focus is on capacity building. Each output of the project targets a separate beneficiary group aiming to strengthen their capacity in their current role. MPs are able to improve their knowledge about subject matters by reaching out to their constituencies through field trips and attending targeted and focussed workshops or briefings raising their awareness and ability to participate in a thorough decision making process. First-hand knowledge and exposure to problems faced around the country and receiving information from various stakeholders translates into better oversight and the possibility to be part of an effective law making process. The shift of focus from Commission centred activities to more inclusive ones open for all Parliamentarians helps to build not only the capacity of individual MPs on short term but of the Parliament as an institution (naturally limited by the terms of individual MPs). Though it is difficult to trace behavioural change of individual MP, the project was able to implement some first events like public hearing on draft law indicating an improved capacity of the Parliament as an institution to employ the democratic tools. Systematic implementation of the school outreach programme and the eagerness of the Parliamentarians to engage with young people demonstrate an increased interest and ability to communicate with the public.

The capacity of the staff of the secretariats was improved by offering demand driven and tailor made trainings contributing to improved services provided to the Houses and individual MPs. Trainings ranged from Management and Strategic Planning to Hansard short hand training to English training. The interventions were designed to strengthen the capacity of the Parliament administration as a whole with long term perspective (Strategic Planning and Management Training), but also to enable the Secretariat to provide new services to the functioning of the Parliament and to support key events for the Parliament (AIPA 2011 but also similar events in the future). The project will attempt to assess the impact of the training on Strategic Planning and English lesson in 2010.

Last but not least the capabilities of the TCS staff in organizing and conducting activities in support of the MPs and staff has significantly improved through their participation in trainings and on the job mentoring and knowledge sharing by the UNDP advisors resulting in improved capacity and skills in planning processes, office procedures and management, professionally conducted activities ensuring multi party participation and improved gender balance as well as pre-departure briefings involving CSO/NGOs and the identification of a broader range of activities. The capacity increase of the LEAP implementing partner will allow the Parliament to offer other donors a reliable and competent partner for activity implementation beyond the duration of the LEAP project.

Gender

For the 2009 AWP LEAP added an additional cross-cutting output which specifically targeted results on gender empowerment and equality. (A focus which was overlooked in the original design of the programme). Within all LEAP activities a gender lens was used to ensure that women were targeted and included. Specific activities were designed to target women MPs, women commune councillors, women constituents and girl students. Women MPs learned from each other, cross-party and cross-House regarding the challenges of leadership, in addition to sharing experiences with women MPs from Indonesia, Philippines, the UK and Laos. Women commune councillors were able to learn from women Senators and each other regarding women's leadership and participation at the sub-national level. A "Women's Fair" has hosted for the first time at the Senate where CSOs, UN and development partners were invited to present tools and materials to disseminate information to women from the sub-national level. The girl student was specifically targeted through the PSOP where they were exposed to positive women role models in parliament. In addition, women's capacity was built through participation in LEAP's varied activities including public hearings, where women at the local level were given a voice, dissemination of the laws on domestic violence, messages on maternal health and HIV and AIDS at the sub-national level. National level dialogues where women raised awareness regarding the challenges women face in democratic participation. Indigenous women were supported in a dialogue with Parliament

and women in the secretariat of both Houses benefited from training programmes undertaken. Furthermore, the LEAP/TCS improved its own gender balance by increasing the number of females to 5 during the implementation period, a significant improvement from the 2008 level of one female staff member. (The SPA).

Lessons learned

While the original project document stipulates that the project is to “build the capacity of the Commissions of both Houses” the LEAP realized that even 6 months after the Parliamentary elections those consist of one party members only (the opposition chose not to join the commissions). In accordance with UNDP’s mandate and based on the lessons learned the TCS and LEAP shifted its focus from the Commissions under output 1 to the MPs and redesigned its activities accordingly. Under the UNDP mandate extra emphasis was placed on the design of the activities to accommodate MPs from all political parties rather than reflecting any majority in the Parliament.

The project realized during implementation in 2009 that, though efforts were made to build the capacity of the Parliamentarians and the staff of the Secretariats, the key group of commission I assistants only benefited to a limited extent from the project (participating in the activities provided them with technical insights to certain subjects like the MPs). As they are an important counterpart for the TCS activities LEAP decided to provide specific trainings to the assistants in 2010 like proposal and report writing, M&E etc. expected to contribute to improved relations, efficiency and results reporting of the project.

The LEAP inherited an M&E framework from the project document which soon proved inadequate and in parts unrealistic for the implementation process. Though slight revisions have taken place in 2009 already the project will meet and discuss with the Governance Cluster and M&E Specialist of the Country Office a more thorough revision and alignment of the M&E framework in early 2010 once the workplan is approved.

III. Project implementation challenges

a. Updated project risks and actions

Project Risk 1: The unpredictability of participation in LEAP activities carries a high risk of the project being seen as acting in favour of one or the other player in Parliament challenging UNDP's impartiality.

Actions taken: Activities will continue to be designed to promote multi-party participation.

b. Updated project issues and actions

Project Issue 1: The AWP 2009 was not be implemented in its entirety, due to the lack of clear information of parliamentary activities preventing efficient planning of the project intervention, and cumbersome administrative procedures to obtain various permissions for each individual activity putting a high burden on the TCS staff.

Project Issue 2: Several activities included in the approved AWP (TCS Newsletter, Communications Strategy, Issue Based Field Trip on Climate Change, Briefing on Corruption, Dialogue on draft Budget Law, capacity building support for provincial offices, Parliamentary radio programme, parliamentary directory) have been substantially delayed or were cancelled despite significant preparatory work undertaken by the TCS.

Project Issue 3: There were competing instructions from UNDP, Project Board and TCS Director, making more cumbersome administrative procedures and significant delays in implementing the planned activities.

Actions taken:

- *TCS developed a detailed list of activities to be implemented in the 4th Quarter of 2009 for advanced approved by the President of the NA in the hopes this would avoid long delays and cancellations of activities. However, the delays and cancellations still occurred.*
- *TCS/LEAP project will develop a clear result framework which includes the baseline, target in each quarter and AWP 2010, actual achievement in each quarter. However, this will require the approval of amended work plans by UNDP and the TPB through the course of the year.*

Project Issue 4: Late submission of the reports, insufficient information in reports, and lack of any report for meetings, workshops, forum and pre-briefing meetings and other events impact the ability to effectively record and report project results.

Actions taken: TCS/ LEAP project will develop a clear report format for field trip, meeting, workshop, forum, pre-briefing meeting, training, and other events. The project will provide a practical orientation for project staff, SN and NA support staff, and other stakeholders, and schedule a follow up to obtain reports. Reports are due two weeks after the activity and new proposals from the same Commission/Group are only accepted if no report is outstanding. The SGs are informed about any reports outstanding beyond the due date and failure to submit a report after four weeks might affect other activities of the NA/SN.

Project Issue 5: Reimbursement of only 10 cents per kilometre for private vehicle use does not cover the costs of MPs 4x4 vehicles during the field trips resulting in a reduced number of MPs participating,

Actions taken: The problem was raised several times to UNDP with the request to revise the fuel allowance. It is offered to the MPs that the project rents 4x4 vehicles instead and absorbs all costs of the rented vehicles.

IV. Financial status and utilization

Table 1: Contribution overview [start date of the project to end date of project]

Comment: UNAIDS funds were received for 2009 only. Co-sponsored activities for 2010 were discussed and submitted by UNAIDS for funding to the APLF mechanism. Amount requested by UNAIDS is 13,000 USD

Resources

DONOR NAME	CONTRIBUTIONS		CONTRIBUTIO N BALANCE
	Committed	Received	
UNAIDS	10,000	10,000	-
TOTAL	10,000	10,000	-

Table 2: Annual expenditure by Activity (in Atlas format) [Jan 2009 to Dec 2009]

Activity	2009 APPROVED BUDGET	2009 EXPENDITURE	BALANCE	DELIVERY (%)
Activity1: Strengthen the capacity of the Members of both Houses to better exercise their interrelated functions	459,500	391,469.95	68,030.05	85.2
Activity2: Improve the capacity of the officials of the Secretariat General of both houses to deliver effective services to Parliament	209,011	177,077.13	31,933.87	84.7
Activity 3: Establishment of an effective functioning TCS	261,050	262,978.05	-1,928.05	100.7
Activity 4: Cross-cutting Objectives	15,300	14,777.79	522.21	96.6
Activity 5: UNAIDS - Support to Parliament to engage in the national HIV response in Cambodia	10,000	7,113.90	2,886.1	71.1
GMS 7%	700	465.40		
Total	954,861	853,416.82	101,444.18	89.4

Table 3: Cumulative expenditure by Activity (in Atlas format) [project start date to Dec 2009]

Activity	TOTAL PROJECT BUDGET	CUMULATIVE EXPENDITURE	BALANCE	DELIVERY (%)
Activity1: Strengthen the capacity of the Members of both Houses to better exercise their interrelated functions	592,962.12	533,877.54	59,084.58	90
Activity2: Improve the capacity of the officials of the Secretariat General of both houses to deliver effective services to Parliament	271,508	211,990.75	59,517.25	78
Activity 3: Establishment of an effective functioning TCS	448,536.17	439,692.33	8,843.84	98
Activity 4: Cross-cutting Objectives	15,300	14,777.79	522.21	96.6
Activity 5: UNAIDS - Support to Parliament to engage in the national HIV response in Cambodia	10,000	7,113.90	2,886.1	71.1
GMS 7%	700	465.40		
Total	1,338,306.29	1,207,452.31	130,853.98	90.2