



Country: Lao People's Democratic Republic
Initiation Plan

Project Title: Support to the Implementation of the Legal Sector Master Plan of the Lao PDR

Expected CP Outcome(s): **Outcome 7: Increased and more equitable access to justice and strengthened rule of law**

Initiation Plan Start Date: 1 October 2008

Initiation Plan End Date: 1 March 2009

Implementing Partner: Ministry of Justice

Brief Description

In 2007 the Lao PDR Legal Sector Master Plan ("LSMP") was drafted by the Government of the Lao PDR with the support of UNDP. It outlines the broad requirements for the development of the Lao PDR legal sector into a comprehensive legal system. The LSMP identifies 38 separate sub-projects, with activities, laying out a framework for the development of the Lao legal sector until 2020.

The strategy of the LSMP is based upon 4 pillars: (1) framework of laws, decrees and regulations; (2) law-related institutions that implement that legal framework; (3) means of educating and training in the use of the system; and (4) means of assuring that all laws and regulations are accessible to both state agencies and the citizens.

The Initiation Plan comprises of two non-consecutive missions which will consult on, formulate and seek endorsement for a modality to implement and operationalize the LSMP. The two non-consecutive missions will provide stakeholders with an opportunity to review the findings and recommendations contained in the first mission report and to agree on an implementation modality.

Programme Period: 2007-2011

CPAP Programme Component: *Outcome 7: Increased and more equitable access to justice and strengthened rule of law*

Atlas Award ID: tba

PAC Meeting Date: 1 August 2008

Total resources required \$83,750

Total allocated resources: \$83,750

- Regular TRAC \$37,000
- Gov. of France \$46,875

Unfunded budget:

In-kind Contributions:

Govt. of Lao PDR Office space,
Staff time

Agreed by UNDP:

Souam Yangchen Rana

Date: 11/9/8

Ms. Sonam Yangchen Rana
Resident Representative

I. PURPOSE OF THE INITIATION PLAN

The purpose of an Initiation Plan (IP) is to articulate activities, schedule, budget, and management arrangements required to complete the 'Initiating a Project' process. In the case of the LSMP, an IP is necessary because the 'Initiating a Project' process requires financial resources. The IP is the instrument to approve and sign-off the plan and budget required to complete the initiation process.

The aim of the LSMP IP is to devise the most appropriate mechanism to implement the LSMP.

To ensure the Lao PDR government's implementation of the LSMP is successful and sustainable, careful consideration must be given to the implementing mechanism. This could be in the form of a joint programme, a trust fund or other such appropriate modality. The chosen modality will form the basis of the LSMP implementation document. In this way, the IP will not implement the LSMP itself, but identify how the LSMP will be implemented.

The consultative process which forms the core of the IP will be led by an International and National Formulation Team. This team will engage in stakeholder consultations to build broad consensus on the proposed implementation mechanism. The team will then translate the preferred modality into an operational programme.

The IP will take place over two non-consecutive missions:

- 1) The first mission will focus on generating stakeholder interest and discussion around the LSMP and devising a mechanism through which the government and development partners can channel assistance, monitor progress, and identify and incorporate lessons-learned.
- 2) Based on the recommendations of the first mission, the second mission will focus on formulating an implementation document for the first 4-year period of the LSMP.

II. EXPECTED OUTPUT OF THE INITIATION PLAN MISSIONS

- 1) **Concept Paper** which identifies a modality to implement the LSMP, key activities for implementation, a proposed overall cost analysis and management and funding mechanism;
- 2) **Identification of critical Actions/Projects for the UN** and development partners to begin immediate work on, including supporting the establishment of the LSMP Secretariat;
- 3) **Final Implementation Document** to support the implementation of the LSMP for the next 4 years. This shall include all relevant information regarding the work plan, monitoring and evaluation plan and systems, including a timetable, detailed budget, indicative outputs and coordinating arrangements for its implementation; and
- 4) **Support to GoL to consider Endorsement of LSMP** comprising consultative workshop/s and meetings on LSMP, and additional support to amend the LSMP to support GoL to officially endorse LSMP.

III. MANAGEMENT ARRANGEMENTS

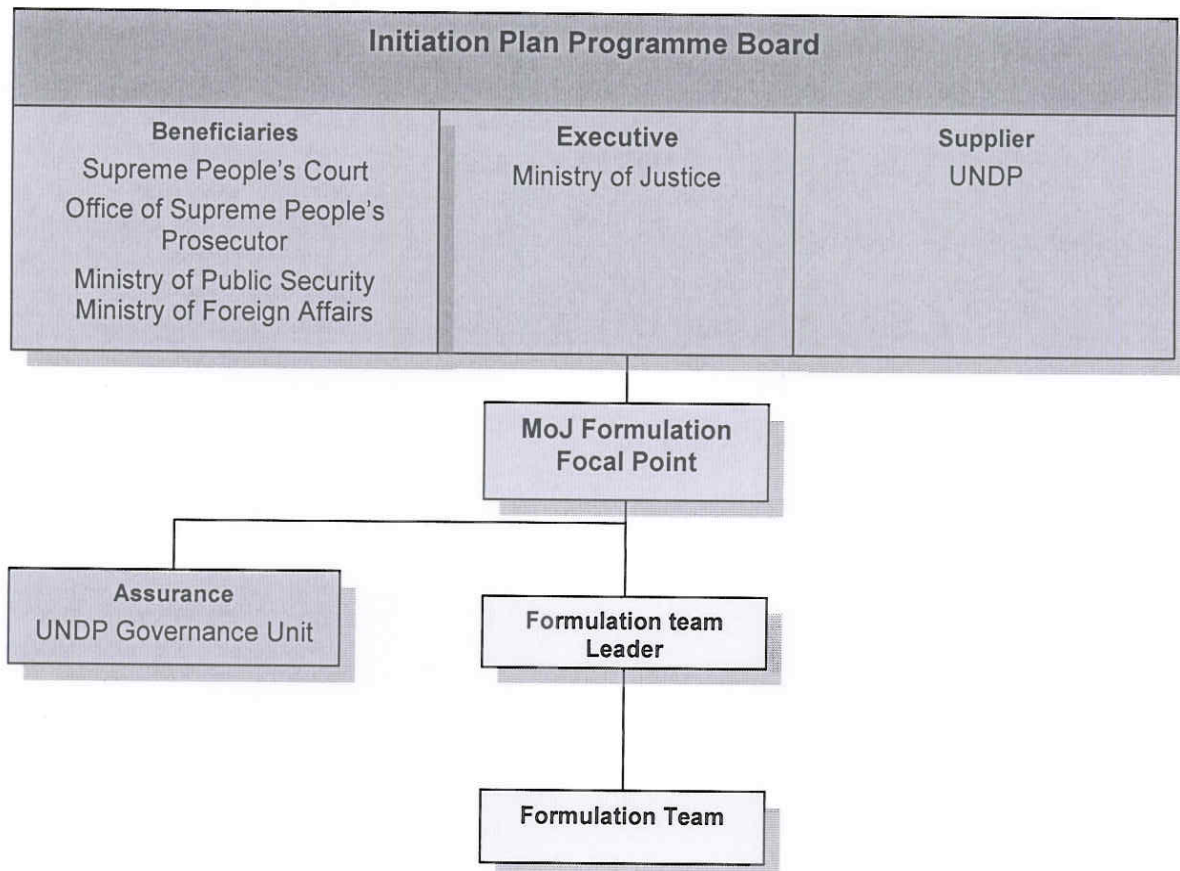
The **Initiation Plan Programme Board** will oversee all aspects of the IP execution.

The **Executive** is ultimately responsible for the project, supported by the Supplier.

The **Supplier** represents the interests of the stakeholders, which provide funding and/or technical expertise to the project.

The **Beneficiaries** represent the interest of the stakeholders who will ultimately benefit from the produces and services delivered by the plan

The **Assurance** is responsible in supporting the Board in monitoring of the delivery of the plan activities



IV. MONITORING

The Formulation team will provide informal weekly updates of the progress. The updates will include activities and significant milestones for the week against the AWP. Upon completion of each mission, debriefings will be held with stakeholders and draft reports submitted. The Formulation team will also maintain and update issues, risks and lessons learnt logs throughout the course of the missions.

The Formulation Team will share the draft Concept Paper and Implementation Document and consult with all relevant stakeholders, donors (including the Govt. of France) and UN Agencies for review.

3 months after the completion of the Initiation Project a Progress Report and tentative expenditure statement detailing the expenditure of the Formulation Team will be made available to all stakeholders, including UNDP and the Government of France.¹

¹ A certified final financial statement will be made available to all stakeholders after June 30 in the following year.

ANNUAL WORK PLAN Year: 2008

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET - TBA		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount USD
Output 1 4 year LSMP Implementation document formulated and endorsed by all stakeholders (including: Detailed work plan, Comprehensive budget, Priority areas targeted) Baseline: No Initiation Plan Indicators: At least 3 Consultative stakeholder workshops, concept paper produced, several Donor presentation, Endorsed implementation plan. Targets: Modality to implement the LSMP agreed upon and implementation document formulated	1. Stakeholder Engagement - Consultative workshops with stakeholders to identify and discuss implementation modalities - review concept paper, agree to modality and endorse proposed implementation document. - consult with and engage international development partners / donors			x	x	MoJ Formulation Focal Point/Formulation Team	French Government	Formulation Team	\$2400
					x	x	MoJ Formulation Focal Point/UNDP/Formulation Team	UNDP	Workshops International Consultant Travel
Related CP outcome: Increased and more equitable access to justice and strengthened rule of law	2. Concept Paper Developed - Produce a high level concept Paper with costing and key activities for initial the 4 years as well as a modality for implementation of LSMP (such as: trust fund, UN Joint Programme) [MoJ Formulation Focal Point /Formulation Team	French Government UNDP	Formulation Team International Consultant	\$3200 \$400
	- Produce a short 'promotional' paper (max 5 pages) for donors/media to raise awareness and support for LSMP				x	x	MoJ Formulation Focal Point /Formulation Team	French Government	Formulation Team

<p>Output 2 Support to the establishment of an Inter Agency Working Committee and Secretariat and commencement of start up/pilot activities</p> <p><i>Baseline: No high level government implementing mechanism for LSMP</i></p> <p><i>Indicators: Meetings and</i></p>	<p>3. Implementation document for LSMP drafted and endorsed</p> <p>- Formulation Team to refine concept paper and draft implementation document (such as joint programme document) based on feedback from stakeholders</p>								
<p>1. Supporting the establishment of an Inter Agency Working Committee and Secretariat</p> <p>- Support legal institutions through meetings and workshops to finalise components of and establish an Inter Agency Working Committee and Secretariat in implementing the LSMP. (Inter Agency Working Committee will take ownership and lead the implementation of the programme. The Secretariat will carry out both planning and supervision roles, and will hold regular meetings with both law-related agencies and the international community).</p>									

<p><i>workshops to support to establishment of Inter Agency Working Committee and Secretariat established</i></p> <p><i>Target: Support the establishment of an Inter Agency Working Committee and Secretariat</i></p> <p><i>Baseline: No start up actions identified or implemented</i></p> <p><i>Indicators: Support the identification, endorsement and implementation of start-up activities through meetings and workshops.</i></p> <p><i>Targets: Key start up activities finalised and implemented.</i></p> <p><i>Related CP outcome: Increased and more equitable access to justice and strengthened rule of law</i></p>	<p>2. Propose actions for the UNDP to begin work on critical activities immediately.</p> <p>- Consult with Stakeholders and identify key activities UN can assist to begin implementing immediately. Activities to form part of Initiation Plan as 'start up' or pilot' activities.</p>	<p>x</p>	<p>x</p>	<p>Formulation Team with assistance from appropriate members Programme Board</p>	<p>French Government</p> <p>UNDP</p> <p>UNDP</p>	<p>Formulation Team</p> <p>International Consultant</p>	<p>\$4000</p> <p>\$400</p> <p>\$19000</p>
<p>Output 3</p> <p>Support to GoL to consider endorsement of LSMP</p> <p><i>Baseline: GoL has not officially endorsed the LSMP</i></p> <p><i>Indicators: Meetings and Workshops to support to endorsement of LSMP</i></p> <p><i>Target: LSMP officially endorsed by GoL</i></p>	<p>1. LSMP endorsed by GoL</p> <ul style="list-style-type: none"> - Consultative workshops and where appropriate meetings, with stakeholders to discuss comments on the LSMP - Undertake revision of LSMP if appropriate base don workshops/meeting with stakeholders - UNDP to engage GoL through Governance Sector Working Group to encourage endorsement of LSMP 	<p>x</p>	<p>Formulation Team with assistance from UNDP Senior Management</p>	<p>Formulation Team</p> <p>UNDP</p>	<p>UNDP</p>	<p>\$6000</p>	

Miscellaneous								UNDP	UNDP	Contingency fund i.e. for workshops and translation services	\$6,450
TOTAL											\$83,875