



Project Document

United Nations Development Programme

Country: Republic of Moldova

Project Title	Strengthening Rule of Law and Human Rights Protection in Moldova
UNPF Outcome:	Outcome 1.3: State bodies and other actors effectively promote and protect human rights, gender equality and non-discrimination, with particular attention to the marginalized and the vulnerable.
Expected UNPF Output(s):	1.3.1 – Relevant public authorities exercise improved oversight of implementation of international human rights recommendations; 1.3.2 – Relevant public authorities are able to mainstream human rights and gender equality into all key national strategies and policies and their implementation, including in budgeting.
Expected Output(s):	# 1: Strengthened legal framework and skills to combat corruption in justice sector; # 2: Enhanced institutional capacities of the Constitutional Court of the Republic of Moldova; # 3: Strengthened human rights protection mechanisms.
Executing Entity:	UNDP Moldova
Implementing Agencies:	UNDP Moldova

Brief Description

The overall objective of the project is to strengthen rule of law and human rights protection in the Republic of Moldova in-line with international human rights standards, Justice Sector Reform Strategy (2011 – 2016) and its Action Plan, and National Human Rights Action Plan (2011-2014) and mainstreaming human rights based approach, equality, gender issues and inclusion. The project seeks to further strengthen the capacities of national stakeholders in specific areas of combating corruption, capacity building of the Constitutional Court and strengthening human rights protection framework and mechanisms with the focus on the tangible and visible results both for the target groups involved and the broader public.

Programme Period:	07.2014-07.2016	Total resources required	\$ 203.804,00
Country Programme Component:	Justice and Human Rights	Total allocated resources:	_____
Atlas Award ID:	_____	• Regular	_____
Start date:	July 2014	• Other:	_____
End Date:	July 2016	o MFA Austria	\$ 203.804,00
Management Arrangements	DIM	Unfunded budget:	_____
		In-kind Contributions: UNDP	\$ 42.000,00

Agreed by the UNDP Moldova Resident Representative:


Nicola Harrington-Buhay

I. SITUATION ANALYSIS

More countries than ever before are working to build democratic governance. Their challenge is to develop institutions and processes that are more responsive to the needs of ordinary citizens, including the poor, and that promote development. The Republic of Moldova is facing with a number of problems which are negatively impacting the democratic governance, including corruption in the judiciary, insufficient respect of the rule of law and gaps in the human rights protection. These problems are officially recognised and specific national strategies and plans were elaborated in order to address them comprehensively.

Thus, the Government programme "European Integration: Liberty, Democracy, Welfare"¹ 2011-2014 and its Action Plan 2011-2014² are providing that the Moldovan government shall ensure the observance of the principle of separation and independence of the legislative, executive and judicial powers, as well as efficient fight against corruption and even and correct enforcement of laws.

The Justice Sector Reform Strategy 2011-2016³ and its Action Plan foresees large-scale reforms to address many legal, economic and social bottlenecks to the development of Moldova in order to ensure that the justice system is independent, efficient, incorrupt and accessible to all. Critical to Strategy's successful adoption were efforts supported by UNDP to promote a transparent framework for public debates in the process of elaborating the Strategy, as well as technical guidance on the policy options.

The National Human Rights Action Plan 2011-2014,⁴ revised in December 2012, was elaborated and adopted by the Parliament to ensure strengthening human rights promotion and protection in the country, including the gradual progress in joining international human rights protection treaties and mechanisms, strengthening national legal framework and mechanisms and implementation of UPR recommendations for Moldova.

The government of the Republic of Moldova needs to be supported in the implementation of reforms using and applying best international practices and experiences. Strengthening the democratic governance in the Republic of Moldova is a priority for both the Austrian Development Agency enshrined in its Country Strategy 2011-2015⁵ and for the UNDP Moldova enshrined in the United Nations Partnership Framework 2012-2017.⁶

II. SCOPE AND STRATEGY

The United Nations – Republic of Moldova Partnership Framework 2013-2017 (UNPF) highlights the need for continuous support in promoting democratic governance, justice, equality and human rights, with a particular focus on justice, human rights, empowerment of women and anti-discrimination in the Outcome 1.3: *State bodies and other actors effectively promote and protect human rights, gender equality and non-discrimination, with particular attention to the marginalized and the vulnerable*. Thus, the project is in line with the UNPF objectives and will contribute to the

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<http://www.gov.md/download.php?file=cHVibGllL3B1YmxpY2F0aW9ucv8yNikyNDQ1X2VuX3Byb2dyYW1fZGVfZ3V2LnBkZg%3D%3D>

2 <http://lex.justice.md/index.php?action=view&view=doc&lang=1&id=337937>

3 http://justice.gov.md/public/files/file/reforma_sectorul_justitiei/srsi_pa_srsi/SRSJen.pdf

4 <http://lex.justice.md/viewdoc.php?action=view&view=doc&id=339395&lang=1>

5 See Area 2.1.3: http://www.entwicklung.at/uploads/media/CS_Moldova_2011-2015_01.pdf

6 See Pillar 1: Democratic Governance, Justice, Equality and Human Rights:

<http://www.un.md/publicdocget/42>

achievement of the planned results within the current cycle of the UN – Republic of Moldova cooperation.

Justice sector reform is one the most complicated and strategic reform for the Republic of Moldova which will heavily influence the respect of the rule of law in the country and the ongoing implementation of the National Human Rights Action Plan (NHRAP) is a complex process involving most of the State bodies and comprehensively addressing a wide range of human rights issues. Therefore the project will continue to support national stakeholders in the Strategy's and NHRAP's implementation and in strengthening their capacities, as well as to ensure that the reforms are on track and the resources are used efficiently. In this respect the project will focus on the practical implementation of the planned actions with the tangible and visible results both for the target groups involved and the broader public. The project will also address activities that are equally important for a steady progress in the implementation of the Strategy and NHRAP, but had not received a relevant attention yet.

Key UN values, principles and approaches, such as human rights based approach, equality, gender issues and inclusion, will be mainstreamed throughout the project implementation within every project's component.

III. PROJECT SUMMARY BUDGET

The current timeframe for this project covers the period June 2014 – June 2016, with the budget of € 150,000 (\$ 203,804,00 at the UN operational rates of exchange as of July 2014). The funding requested is to be provided by the Ministry of Foreign Affairs of Austria. During the project implementation other potential donors will be identified and proposed to support other initiatives emerging in the context of the rule of law and human rights promotion and protection.

In addition to the above estimated budget, UNDP Moldova will make in-kind contribution to the project. The in-kind contribution will consist of covering part of the direct implementation costs, provision of the car and the car maintenance costs, covering office renting, utilities and maintenance, provision of office equipment and covering office communication costs. Overall UNDP Moldova in-kind contribution is estimated in the amount of \$ 42,000,00 for the project implementation period.

IV. PROJECT COMPONENTS AND ACTIVITIES

The overall objective of the project is to strengthen rule of law and human rights protection in the Republic of Moldova. The project seeks to further strengthen the capacities of national stakeholders in specific areas of combating corruption, capacity building of the Constitutional Court and strengthening human rights protection framework and mechanisms with the focus on the tangible and visible results both for the target groups involved and the broader public. The project will also address activities that are equally important for a steady progress in the implementation of the adopted strategies and plans, but had not received a relevant attention yet. The proposed overall objective will be achieved with the implementation of the following three project components:

1. Strengthening legal framework and knowledge to combat corruption in justice sector

Corruption in justice sector violates the right to a fair trial, undermines the protection of property rights, prevents long term investments and business activity thus violating human rights and slowing down economic development. In 2013 the Parliament has approved a package of anti-corruption legislation (laws on testing the professional integrity of the justice sector actors, on

criminalization of illicit enrichment, and on introduction of extensive seizure of goods and assets which cannot be justified). The Project is aiming at the following activities:

- 1.1. **Strengthening legislative framework to combat corruption.** Develop the secondary legislation for the proper implementation of new legislation on combating corruption. Specifically, there is a need to draft methodological guidelines for the investigation of individual cases, which is envisaged under the point 4.1.3.(6) of the Justice Sector Reform Strategy's Action Plan: "Development of methodological guidelines for law enforcement in corruption cases". The activities will also include a mixed focus-group consultations for testing of the guidelines;
- 1.2. **Enhancing staff knowledge to combat corruption.** Drafting of training curricular and materials and organization of pilot training courses for the professionals from the National Anti-corruption Centre and Prosecutors Office.

The project will seek synergies with the other actors active in the field of anticorruption, especially the Project will cooperate with the ABA/ROLI to elaborate and put in application the corresponding guidelines for the Prosecutors Office and the National Anticorruption Centre and to elaborate and pilot the training courses. The National Anti-corruption Centre will be the key partner for the implementation of this component.

2. Enhancing institutional capacities of the Constitutional Court of the Republic of Moldova

The Constitutional Court of the Republic of Moldova (CCM) is the sole constitutional jurisdiction authority of the country. CCM guarantees the supremacy of the Constitution, ensures the check and balance principle in the State and safeguards the accountability of the State before the citizens. As the highest tribunal ensuring the supremacy of law and protection of human rights and fundamental freedoms, Constitutional Court is undergoing constant processes of modernization, seeking to improve its activity and strengthening its role in the society. The proposed activities, over which the CCM has a strong ownership, are structured as follows:

- 2.1. **Raising profile of the constitutional jurisprudence and the capacities of the Constitutional Court** is an important mean for the strengthening of the rule of law and securing constitutional order in the country. This is also one of the Justice Sector Reform Strategy priorities:⁷
 - a. A number of studies on the CCM were included to the Justice Sector Reform Action Plan. The Court has secured funding for the conduction of the studies, and the Project will support the presentation of the studies, debates and follow-up, including the promotion of the gender and minorities mainstreaming;
 - b. Drafting and publication of the compendium on the CCM leading case-law, based on the ECHR model in Romanian and Russian (in hardcopy and/or electronic version).

⁷ Action Plan for the Implementation of the Justice Sector Reform Strategy for the years 2011-2016:

6.1.1. Review the composition and criteria for the selection of judges of the Constitutional Court

Conducting a study of the regulatory framework on the activity, composition and selection criteria of the Constitutional Court judges.

6.1.2. Review the procedures for reviewing the complaints submitted to the Constitutional Court

Conducting a study of the regulatory framework on the Constitutional Court's work, including procedures for reviewing complaints submitted to the Court.

6.1.3. Reviewing the range of subjects entitled to notify the Constitutional Court

Conducting a study of the regulatory framework on the activity of the Constitutional Court, including the range of subjects entitled to notify the Court.

6.1.4. Professional capacity building of staff of the Constitutional Court to ensure a high quality verification of legislative acts (2014):

Conducting a study on the functions and structure of the Constitutional Court.

2.2. Enhancing transparency, communication and visibility of the CCM is one of the main priorities of the Constitutional Court aimed to strengthen its role in the democratic society, manifest openness and support for the entire national legal community; raise the public interest towards its activity, enhance cooperation with similar institutions from abroad and with the local and international mass-media. The main actions envisaged are:

- a. Publication of the Constitution of the Republic of Moldova in Romanian and Russian for official ceremonies, translation (where relevant) and publication of the Constitution in Romanian, Russian, Ukrainian, Gagauzian, Bulgarian, Romani, Braille and English;
- b. Drafting of the Communication strategy, its launching and implementation, including the further development of the website;
- c. Supporting the organisation of the international conference on the occasion of the 20th anniversary of the Constitution.

2.3. Capacity building of the CCM staff persons. Constitutional jurisdiction is being carried out by the constitutional judges and their assistant judges, and the staff of the Constitutional Court: legal advisers, researchers, legal clerks. In order to deliver comprehensive and reliable judgments it is necessary to continuously improve and enhance the skills and qualifications of legal professionals. In this regard any support for all sorts of internships, traineeships, study visits and participation in conferences of different level constitutes an important investment in the professional development of the staff and, as a consequence, will raise the efficiency of the Court's activity. The Court also is in need to modernize its internal operation by ensuring the availability of all the necessary software to facilitate processing and circuit of documents. The main activities envisaged are:

- a. Organisation of CCM staff internships at the peer and partner institutions;
- b. Setting up a software on documents generation based on the experiences from peer institutions (e.g. from Romania, Poland, Slovenia, Germany);
- c. Elaboration of the database on documents registration;
- d. Supporting the meetings within the International Association of Constitutional Law;
- e. Development of the specialised library of the CCM in the key applicable languages in the Republic of Moldova.

3. Strengthening human rights protection mechanisms

In May 2011 the Parliament has adopted the second National Human Rights Action Plan 2011-2014⁸ which included a wide range of actions for the enhancement of human rights promotion and protection in the Republic of Moldova. The Plan was further amended in December 2012 in order to include specific actions for the implementation of a number of UPR recommendations. The implementation of the Plan is not progressing as it was initially planned because of the unstable political situation during the previous years, lack of funding and capacities of the responsible governmental institutions. Therefore a considerable number of actions are not implemented yet,⁹ including several important studies and actions related to the joining international human rights protection mechanisms, and are remaining unfulfilled.

This component will be implemented in strong consultations and partnership with the OHCHR Human Rights Adviser in Moldova. The main activities envisaged are:

- 3.1. Supporting the elaboration of the feasibility study on the ratification of the European Charter for Regional or Minority Languages and follow-up activities (activity 1.1 of the NHRAP). Key partner institution – Bureau of Interethnic Relations;
- 3.2. Elaboration of a study on the adjustment of national legislation for the ratification of the Agreement on the privileges and immunities of the International Criminal Court and drafting of

⁸ <http://lex.justice.md/viewdoc.php?action=view&view=doc&id=339395&lang=1>

⁹ Therefore, the National Commission on the NHRAP Implementation is considering extension of the NHRAP implementation for one or two year period.

- the law on the ratification of the Agreement (activities 1.4 and 1.5 of the NHRAP). Key partner institutions – Ministry of Justice and Ministry of Foreign Affairs and European Integration;
- 3.3. Study on the adjustment of national legislation to ensure the enforcement of decisions of the UN treaty bodies and on the designation of a national body(-ies) to work with the UN treaty bodies on the individual communications (complaints) against the Republic of Moldova and follow-up activities (related to the activity 1.5 of the HNRAP). Key partner institutions – Ministry of Justice and Ministry of Foreign Affairs and European Integration;
 - 3.4. Supporting the implementation of recommendations of the feasibility study on the ratification of the Optional Protocol to the International Covenant on the Economic, Social and Cultural Rights (activity 2.5 of the NHRAP). Key partner institution – Ministry of Labour, Social Protection and Family;
 - 3.5. Elaboration of a feasibility study on the ratification of the Optional Protocol to the UN Convention on the Rights of Persons with Disabilities (activity 2.4 of the NHRAP). Key partner institution – Ministry of Labour, Social Protection and Family.

In addition to the support provided for the elaboration of studies and the elaboration of draft laws on the ratification of international treaties and on the amendments to the national legislation, the Project will also support, where possible, the submission of the draft laws to and their consideration by the Government and the Parliament.

<p>Output 2: Enhanced institutional capacities of the Constitutional Court of the Republic of Moldova.</p> <p>Baseline: SJSR activities on the CCM unfulfilled; low awareness and application of the CCM jurisprudence; weak communication capacities of the CCM; imperfect administrative and legal drafting processes; limited staff development possibilities.</p> <p>Indicators: 2.1. CCM related legislation amended following the presentation and promotion of studies; 2.2. Number of copies of compendium of CCM leading case-law published and disseminated; 2.3. Number of copies of Constitution translated to the listed languages published/disseminated; 2.4. CCM's communication strategy drafted and its implementation started; 2.5. Conference on the occasion of the 20th anniversary of the Constitution co-organised; 2.6. Number of staff which took internships at the peer institutions abroad; 2.7. Software on documents generation put in the application; 2.8. Database on documents registration put in the application; 2.9. Number of CCM</p>	<p>Targets 2014:</p> <ul style="list-style-type: none"> - Constitution translated to the listed languages, published and disseminated; - Conference on the occasion of the 20th anniversary of the Constitution co-organised; - Studies are publicly presented and debated. <p>Targets 2015:</p> <ul style="list-style-type: none"> - Compendium of CCM leading case-law published; - CCM's communication strategy drafted and implementation started; - 2 staff took part in the internships; - Software on documents generation elaborated; - Database on documents registration elaborated; - 2 CCM representatives took part in the meeting of the International Association of Constitutional Law; - Library enriched with 30 new volumes in Romanian, Russian and English. <p>Targets 2016:</p> <ul style="list-style-type: none"> - 1 staff took part in the 	<p>Activity 1: Raising profile of the constitutional jurisprudence and the capacities of the Constitutional Court</p> <ul style="list-style-type: none"> - Organisation of public presentation and debates over the elaborated SJSR CCM studies; - Drafting and publication of the compendium on the CCM leading case-law. <p>Activity 2: Enhancing transparency and communication of the CCM:</p> <ul style="list-style-type: none"> - Publication of the Constitution of the Republic of Moldova in Romanian and Russian for official ceremonies, translation (where relevant) and publication of the Constitution in Romanian, Russian, Ukrainian, Gagauzian, Bulgarian, Romani, Braille and English; - Drafting of the Communication strategy, its launching and implementation; - Supporting the organisation of the international conference on the occasion of the 20th anniversary of the Constitution. <p>Activity 3: Capacity building of the CCM staff persons:</p> <ul style="list-style-type: none"> - Organisation of CCM staff internships at the peer and partner institutions; - Setting up a software on documents generation based on the experiences from peer institutions; - Elaboration of the database on documents registration; - Supporting the meetings within the 	<p>UNDP, CCM</p>	<p>Local consultants Training, Workshops and Conferences Travel Printing and Publications Contractual services/ Companies Contractual services/ Individuals Salaries</p> <p>\$117,288.00</p>
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<p>representatives who took part in the meeting of the International Association of Constitutional Law;</p> <p>2.10. Number of volumes in at least Romanian, Russian and English the CCM library was enriched with.</p>	<p>internship.</p>	<p>International Association of Constitutional Law;</p> <ul style="list-style-type: none"> Development of the specialised library of the CCM in the key applicable languages in the Republic of Moldova. 	<p>Local consultants Training, Workshops and Conferences Travel \$38,456.34</p>
<p>Output 3: Strengthened human rights protection mechanisms</p> <p>Baseline: The targeted NHRAP actions not implemented</p> <p>Indicators: All the targeted NHRAP actions implemented;</p> <p>3.1. Ratification law for the European Charter for the Regional or Minority Languages elaborated;</p> <p>3.2. Ratification law for the Agreement on the privileges and immunities of the International Criminal Court elaborated;</p> <p>3.3. National legislation amended to ensure the enforcement of decisions of the UN treaty bodies;</p> <p>3.4. National body(-ies) designated to work with the UN treaty bodies on the individual communications (complaints) against the Republic of Moldova;</p> <p>3.5. MLSPF has answers on all the question regarding the Optional Protocol to the International Covenant on the Economic, Social and Cultural Rights;</p> <p>3.6. Ratification law for the Optional Protocol to the UN Convention on the Rights of Persons with</p>	<p>Targets 2014:</p> <ul style="list-style-type: none"> Law on the ratification of the European Charter for the Regional or Minority Languages elaborated; Law on the ratification of the Agreement on the privileges and immunities of the International Criminal Court elaborated; Study on the adjustment of national legislation to ensure the enforcement of decisions of the UN treaty bodies and on the designation of a national body(-ies) to work with the UN treaty bodies on the individual communications (complaints) against the Republic of Moldova and follow-up activities started; MLSPF provided with the support and consultations for the ratification of the Optional Protocol to the International Covenant on the Economic, Social and Cultural Rights; Elaboration of a feasibility study on the ratification of the Optional Protocol to 	<p>Activity 4. Project management</p> <p><u>Activity 1: European Charter for Regional or Minority Languages:</u></p> <ul style="list-style-type: none"> Supporting the elaboration of the feasibility study on the Charter's ratification; Organisation of the national conference on the Charter's ratification; Elaboration of the ratification law and its submission to the Government; Supporting the ratification law. <p><u>Activity 2: Agreement on the privileges and immunities of the International Criminal Court</u></p> <ul style="list-style-type: none"> Elaboration of a study on the adjustment of national legislation for the ratification of the Agreement; Elaboration of the ratification law and its submission to the Government; Supporting the ratification law. <p><u>Activity 3: UN treaty bodies:</u></p> <ul style="list-style-type: none"> Elaboration of a study on the adjustment of national legislation to ensure the enforcement of decisions of the UN treaty bodies; Elaboration of amendments to the national legislation and their presentation to the Government; 	<p>UNDP, BIR, MoJ, MFAEI, MLSPF</p>

<p>Disabilities elaborated.</p>	<p>the UN Convention on the Rights of Persons with Disabilities started.</p> <p>Targets 2015:</p> <ul style="list-style-type: none"> - National body(-ies) designated to work with the UN treaty bodies on the individual communications (complaints) against the Republic of Moldova; - Law on the ratification of the Optional Protocol to the UN Convention on the Rights of Persons with Disabilities elaborated. 	<ul style="list-style-type: none"> ▪ Supporting the draft law; ▪ Elaboration of a study on the designation of a national body(-ies) to work with the UN treaty bodies on the individual communications (complaints) against the Republic of Moldova; ▪ Elaboration of amendments to the national legislation on the designation of the body(-ies) and their presentation to the Government; ▪ Supporting the draft law. <p><u>Activity 4: Optional Protocol to the International Covenant on the Economic, Social and Cultural Rights:</u></p> <ul style="list-style-type: none"> ▪ Supporting the implementation of recommendations of the feasibility study on the ratification of the Optional Protocol; ▪ Elaboration of the ratification law and its submission to the Government; ▪ Supporting the ratification law. <p><u>Activity 5: Optional Protocol to the UN Convention on the Rights of Persons with Disabilities:</u></p> <ul style="list-style-type: none"> ▪ Drafting a study on the feasibility of ratification of the Optional Protocol; ▪ Drafting of the ratification law and its submission to the Government; ▪ Supporting the ratification law. 		
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VI. MANAGEMENT ARRANGEMENTS

The project will be implemented through Direct Implementation Modality (DIM), UNDP being the implementing partner. UNDP guidelines and policies for project implementation on DIM modality will be observed in the process of project implementation. However, notwithstanding the specific arrangement for this project, UNDP will continue with its policy to pursue NIM arrangements whenever this is feasible as part of a capacity building effort and to ensure national ownership. The UNDP Moldova will be responsible for project administration including: organizing implementation of project activities, procurement of goods and services, recruitment of project personnel and national and international consultants, connecting to national and international expertise and knowledge networks etc. In order to ensure the timely and expedient implementation of project activities, including the provision of continuous feedback and information sharing among stakeholders.

Project Management Structures

The Project Manager will coordinate and implement the project activities under the direct supervision of the UNDP Justice and Human Rights Programme Analyst, in order to ensure that the project activities will be implemented in time and to provide/facilitate in-office support for contracting and procurement, help in coordinating with other UNDP relevant projects and with the projects of other donors.

The **Project Board** represents at managerial level the interests of the organizations involved. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project and any parties beyond the scope of the project. The Project Board will include representatives of the Austrian Development Agency, Constitutional Court, Ministry of Justice, Ministry of Foreign Affairs and European Integration, Ministry of Labour, Social protection and Family, National Anti-corruption Centre, Bureau of Interethnic Relations and OHCHR, as well as civil society representatives.

Project Manager: It is the responsibility of the Project Manager to plan, oversee and ensure that the Project is producing the right outputs, at the right time, to the right standards of quality and within the allotted budget. The main tasks of the Project Manager include:

- Overall planning for the whole project;
- Motivation and leadership of the Project staff;
- Supervise the Project;
- Liaison with UNDP Programme Management;
- Fund management, allocation, coordination;
- Reporting progress to the Project;
- Project quality management;
- Work with other agencies of the UN Country Team – in particular in the framework of the UN Team Group on Human Rights, Gender and Justice -- and other relevant stakeholders, to maximize impact of the project.

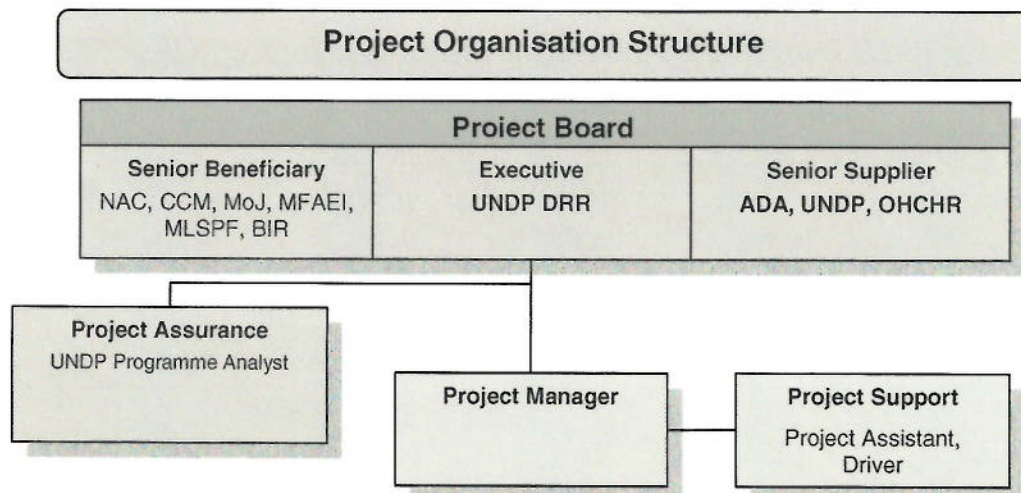
Project Assurance: Assurance is a key element of the UNDP project management method (in line with the Results Management Guide), upon which the Project Management Arrangements are based. 'Assurance' is essentially an independent audit function, whereby the Project Board members are able to monitor progress against agreed work plans. The Project Assurance role supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. The Project Assurance is the responsibility of each Project Board member. On behalf of UNDP, as co-supplier and implementer, the function is delegated to the UNDP Justice and Human Rights Programme Analyst.

UNDP will carry out monitoring and assessment of risks, as well as provide narrative and financial reporting to project donors on a regular basis as determined by specific agreement. UNDP follows international standards in the implementation of project and programmes according to the UNDP results Management Guide (<http://content.undp.org/go/userguide/results>)

The implementation of the project activities will be supported by a project team. The proposed composition of the project team is: Project Manager, Project Assistant and a Driver; their duties and responsibilities shall be reflected in the terms of reference.

UNDP Moldova Country Office will support the implementation of the project through: provision of in-kind contributions (support/materials), soft assistance in project management, assistance in project start-up activities, in procurement of goods and services; advocacy and support for national counterparts in additional fund-raising for project activities, monitoring and evaluation of the Project implementation according to UNDP rules and procedures.

During the implementation synergies and linkages with other ongoing projects in the human rights are implemented by UN agencies will be sought.



Visibility and Communication actions

Expertise and the experience of the UN/UNDP Communications Unit will be used to ensure that the project is visible and that the necessary information is prepared and provided to the media placed on the UNDP and other relevant and related national and international websites. ADA (<http://www.entwicklung.at/en/project-management/general-contractual-terms-and-funding-logos/funding-logo-of-austrian-development-cooperation/>) and UNDP logos will be placed on the produced and printed materials. Various events will be organized as relevant and the project visibility will be ensured. The project will also address visibility issues including distribution of relevant information to the media, consistent work on the dedicated web pages of partner institutions. The project will also apply ADA's visibility guidelines where relevant (<http://www.entwicklung.at/en/project-management/general-contractual-terms-and-funding-logos/guidelines-for-the-visibility-of-the-adc/>). All these actions will maintain the main donor (ADA) visibility.

VII. MONITORING FRAMEWORK AND EVALUATION

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

Within the annual cycle

- On a quarterly basis, a quality assessment shall record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.

- An Issue Log shall be activated in Atlas and updated by the Project Manager to facilitate tracking and resolution of potential problems or requests for change.
- A risk log shall be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Project Progress Reports (PPR) – semi-annual and annual – shall be submitted by the Project Manager to the Project Board through Project Assurance, using the standard report format available in the Executive Snapshot.
- A project Lesson-learned log shall be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project.
- A Monitoring Schedule Plan shall be activated in Atlas and updated to track key management actions/events.

Annually

- **Annual Review Report.** An Annual Review Report shall be prepared by the Project Manager and shared with the Project Board. As minimum requirement, the Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Project Board and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes.

VIII. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the SBAA between the Government of Moldova and UNDP, signed on October 2, 1992 and the amendment of the same of July 5, 1997.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the executing agency and its personnel and property, and of UNDP's property in the executing agency's custody, rests with the executing agency.

The executing agency shall:

- a) Put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) Assume all risks and liabilities related to the executing agency's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The executing agency agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

The following types of revisions may be made to this project document with the signature of the UNDP Resident Representative:

- a) *Revisions in, or addition of, any of the annexes to the project document;*
- b) *Revisions which do not imply significant changes in the objectives, outputs or activities of the project, but are caused by the rearrangement of inputs agreed to or by cost increases due to inflation; and*
- c) *Revisions which re-phase the delivery of agreed project inputs or increased expert or other costs due to inflation.*

Changes to be introduced should be discussed and agreed on up by the project donor.