

## MINUTES OF PROJECT BOARD MEETING

### Basic Project Information:

<b>Project number and title:</b>	00062797- Weapons Risk Mitigation: Mainstreaming Mine Action
<b>Designated Institution:</b>	National Demining Institute (IND)
<b>Implementing Agency:</b>	UNDP
<b>Project starting date:</b>	December 2008
<b>Project completion date:</b>	June 2011
<b>Total budget (US\$):</b>	
<b>Original</b>	US\$ 5,364,688
<b>Latest signed revision:</b>	US\$
<b>Date of the meeting:</b>	25 August 2010
<b>Venue:</b>	National Demining Institute, Maputo

### 1. Proposed Agenda

- a) Information about preparations of PARPA III (PARP) process
- b) IND Gender Study
- c) Disbursement of funds for NGO Halo Trust
- d) Administrative/Reporting issues

### 2. Discussions and Recommendations:

- a) Information about preparations of PARPA III (PARP) process

UNDP, as a donor focal point of the of Mine Action Working Group, informed that the process of preparation of Government new Poverty Strategy, PARP, initiated with some deadlines to be respected. She has also informed that the deadline for the presentation of matrix of results, and its justification, as well as the matrix of indicators is 3rd September which will be followed by the pillar meeting, on the 7th September.

- The participants agreed that the IND matrix of results, and its justification, as well as the matrix of indicators should be circulated to all stakeholders before submission. Therefore the document should be circulated in advance and after that, UNDP will call a meeting to discuss and finalize it before the official submission. The meeting was agreed to be held on 5th September.

#### **b) IND Gender Study**

UNDP made an inquiry about the status Gender Study for which the process of recruitment of a consultant was carried out by IND more than 3 months ago. The Director of IND explained that the study as per the TOR designed was no longer relevant for IND because of lack of target groups. He also explained that the objective of the study was to bring out the number of women involved, testimonials, etc. Other issue was the higher price of the study.

- In relation to Gender Study, it was recommended to convert the idea of having this study to development of a strategy to promote women in our programs or thinking of an operational study.

#### **c) Disbursement of funds for NGO Halo Trust**

UNDP asked why IND did not agree to grant Halo with funds. IND reaffirmed that Halo Trust had enough funds to perform the activities according to the plan agreed by IND. Director of IND also informed that the main concerns with Halo Trust are as follows:

a) lack of productivity; b) failure in reporting; c) results are not satisfactory; d) failure in accomplishing the deadlines of identified and priority areas; e) the price of square meters practiced by Halo is very high comparing to what IND has agreed and to the prices practised by other operators. As an example of priority areas are: Matutuine district in Maputo province; the pylons of Maputo Corridor; Sussundenga and Guro in Manica province (activities not initiated yet- why?). To finalize he explained that at the moment Halo has more accidents this year than other operators.


UNDP informed that when there are only three operators existing in the country, it is ideal to ensure that all three have access to funding. However it is important to assess the performance of operators on a regular and systematic basis. UNDP suggested that there might be miscommunication between IND and Halo Trust, which needs to be cleared

- It was decided that a meeting between IND, UNDP and Halo will be called to clarify all misunderstandings.

#### **d) Administrative/Reporting issues**

UNDP has also raised the issue of delays in submitting Quarterly Financial Reports as well as quarterly progress reports. UNDP has informed the implications of late submissions of reports as well as the impact on the delivery. It was suggested to IND to reinforce the capacity of the Administrative/Finance Department in order to have one person dealing with UNDP issues.

Signature: \_\_\_\_\_

  
Naomi Kitahara  
Deputy Resident Representative  
Date of report: 25 August 2010

List of Participants:

- Mr. Julio Braga, Director IND
- Mr. Aurélio Faduco Mavie, Deputy Director, IND
- Ms. Naomi Kitahara, Deputy Resident Representative, UNDP
- Ms. Mila Massango, Head of Department of International Relations, IND
- Mr. Antonio Martins, Head of Department of Operations, IND
- Mr. Fernando Mulima, Head of Planning Department, IND
- Ms. Alexandra Mangore, Head of Administration and Finance Department, IND
- Mr. Hanoch Barlevi, Chief Technical Adviser, IND
- Ms. Lucia Simao, Programme Analyst, UNDP