

**STRENGTHENING PARLIAMENT
Work Plan – Jan to March 2012**

Country: Malawi

UNDAF Outcome 4.1: National Institutions foster democratic governance and human rights to promote transparency, accountability, participation and access to justice for all especially women and children by 2016

UNDAF Output 4.1.2: Strategic Plans for five democratic accountability and justice institutions developed and implemented that promote and protect human rights, participatory democracy and access to justice for all especially the vulnerable, women and children.

Implementing Partner: The Malawi Parliament

Brief Description

The Malawi Parliament is established under Chapter VI of the Republican Constitution. It consists of 193 Members elected every five years representing constituencies as established by the Malawi Electoral Commission. The Parliament is charged with three main functions namely oversight, representation and legislation. In 2010 the National Assembly developed a Strategic Plan for the period 2010 to 2015 that is designed to enhance the institutional capacity of Parliament to deliver its core functions. The Strategic Plan is aligned with the Malawi Growth and Development Strategy (MGDS) which emphasizes on good governance for sustainable socio economic development.

The UNDP supported project intends to strengthen Parliament capacity for oversight and legislation as reflected in the UNDAF for Malawi Outcome 4.1: National Institutions foster democratic governance and human rights to promote transparency, accountability, participation and access to justice for all especially women and children by 2016 and UNDAF Action Plan Output 4.1.2: Strategic Plans for five democratic accountability and justice institutions developed and implemented that promote and protect human rights, participatory democracy and access to justice for all especially the vulnerable, women and children.

UNDP support for the period January to March, 2012 will provide technical and financial support using the Harmonized Approach to Cash Transfer (HACT) modality and advances will be disbursed directly to the Implementing Partner on a quarterly basis upon receipt of a satisfactory progress report.

<p>Programme Period: 2012 - 2016</p> <p>Programme Component: Democratic Governance</p> <p>Intervention Title: Strengthen Parliament</p> <p>Budget Code: Award ID: 00049362</p> <p>Project ID: 00060133</p> <p>Duration: Three months (Jan to March)</p>	<p>Estimated annualized Budget: 70,000.00USD</p> <p>Allocated resources: 70,000.00USD</p> <p>Government:</p> <p>Regular: 70,000.00USD</p> <p>Other:</p> <p>Unfunded Budget: 0</p>
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Agreed by Lead Partner:

National Assembly:

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CLERK OF PARLIAMENT

Date:

13/02/2012

2012 -02- 13

PRIVATE BAG 2213
CAPITAL CITY, LILONGWE 3

Lilongwe, Malawi

Approved by UNDG Agency:

UNDP:

[Handwritten Signature]

Date:

10/2/2012

Lilongwe Malawi



STRENGTHENING PARLIAMENT

Draft Annual Work Plan – Jan to March 2012

EXPECTED CP OUTPUTS	KEY ACTIVITIES <i>List all activities including M&E to be undertaken during the year towards stated CP outputs</i>	TIMEFRAME			RESPONSIBLE PARTY	PLANNED BUDGET			
		J	F	M		Source of Funds	Budget Description	Amount (US\$)	
		<p>KEY ACTIVITY 1 : Implementation of Resource Mobilisation Strategy</p>							
<p>Output 4.1.2 Strategic plans for five democratic accountability and justice institutions developed and implemented that promote and protect human rights, participatory democracy and access to justice for all especially the vulnerable, women and children</p> <p>Target: Draft Programme Support Document developed</p> <p>Baseline: no common reporting, accountability & work plan for various DCPs.</p> <p>Indicator: -draft PSD formulated</p>	1.1	<ul style="list-style-type: none"> Scoping Mission for development of Programme Support Document (PSD) Adverts Consultations (donors and regional parliamentary bodies) Validation workshops Production of concept note Draft PSD 	X	X	X	National Assembly	UNDP	71200 International Consultants 71300 Local Consultant 71600 Travel 75700 Workshop & conferences	13000 7000 7000 3000
	<p>Sub total</p>								
	<p>KEY ACTIVITY 2 : Increase institutional capacity of Parliament to provide assistance to MPs in their duties and tasks</p>								
	2.1	Conduct seminar for House Leadership (Presiding Officers & Business Committee) on legislative process	X					71300 Local Consultant 75700 Workshop & conferences	5000 4000

	2.2	Training Committee Clerks and Committee Members on the oversight remit of Committees	X					71300 Local Consultant	11000
	2.3	Parliamentary Seminar on Conflict Resolution and Management for MPs	X					71300 Local Consultant	11300
	2.4	UNDP Young Professional Programme (1)	X			National Assembly	UNDP	71400 Contractual Services Individual 71600 Travel	5000 1000
Sub total									37500
KEY ACTIVITY 3 : Effective Programme Management									
	3.1	Communication	X	X	X	X	National Assembly, UNDP	UNDP	700
	3.2	Audit	X					72400 Communication 74100 Professional Services	1500
	3.3	IP Review Meeting & UNDP Training	X	X	X	X		71600 Travel	500
Sub total									2700
GRAND TOTAL									70000

PROCUREMENT PLAN FOR STRENGTHENING PARLIAMENT PROJECT

No.	Date	Request submitted by	Description of goods, services or works (type of supply)	Unit of measure	Quantity required	Estimated price in USD	Estimated Total Price in USD	Available Budget in USD	Method of procurement Gvt/UNDP	Implementing partner focal point	Start of Activity (date)	Completion of activity (Date)	Responsible Officer UNDP
1	25 th Jan, 2012	Parliament	Consultants	# of consultants	3			20,000	UNDP	National Assembly	1 st Feb, 2012	31 st March, 2012	Clemence Alfazema