

# ACCESS TO JUSTICE

## Annual Work Plan - 2011

Country: Malawi

**UNDAF Outcome(s):** Good governance, gender equity, and rights based approach to development enhanced by 2011

**Expected CP Outcome(s):** CP Outcome 4: Informed public actively claiming good governance and human rights

**Expected CP Output(s):**

CP Output 4.2: Increased access to quality and timely Justice Services

**Lead Coordinating Partner:** Ministry of Justice

**Other Implementing Partners:** Democratic Governance Sector Working Group institutions

The Access to Justice Program started in 2008, to enhance the coordination of the justice sector, under the common view that access to justice can be dramatically improved if the justice sector is developed through a programme based approach to coordinate assistance based on the desired impact rather than assisting individual institutions such as courts, prisons, or paralegal services. The institutional arrangements to manage the sector wide justice programme are under discussion and the institutions that will constitute the coordinate mechanism in the administration of justice have been involved through participative stakeholder meetings at policy and technical levels.

The Democratic Governance Sector Working Group will be maintained as one of the sixteen sector working groups for Malawi and will clearly be defined into two Sub Sectors- the Justice Sub Sector and the Democratic Accountability Sub Sector- based on the interrelated operational mandates between institutions and to facilitate sector wide dialogue. These two sub sectors and all nineteen institutions are aggregated under the Democratic Governance Sector and will be sub clustered in view of their contributing roles and operational mandates.

An important component in this programme is to facilitate the policy framework and strategic planning for the whole Democratic Governance Sector. The Technical Specialist for Justice has successfully facilitated the process jointly with Government through justice stakeholders meetings. Institutions that will constitute the coordinated mechanism in the administration of justice have been involved through a participative approach at policy and technical levels. The Democratic Accountability Subsector, led by the office of the Ombudsman is supported by a Technical Specialist who will facilitate the coordination and founding of the sub sector and kick start first activities on Accountability and Transparency. The overall SWAp arrangement will be coordinated by an international SWAP manager placed in the PPU in MoJ to support the Sector Secretariat. A component on indicator development and M&E framework is integrated in the work plan and supported by the Global Program and Oslo Governance Centre.

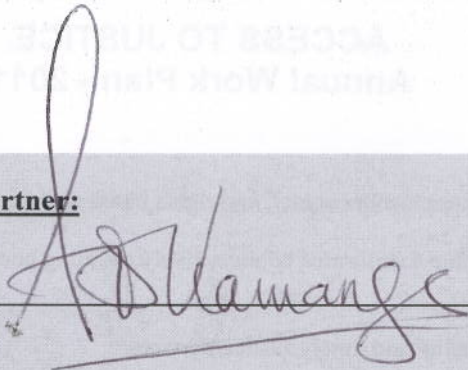
The program will be implemented by the Ministry of Justice that will be responsible for the implementation of all activities in this AWP, monitor and provide monthly financial reports and quarterly progress reports to UNDP. Following the implementation of Harmonized Approach to Cash Transfer (HACT) modalities, advances will be disbursed directly to the implementing partner on a quarterly basis upon receipt of a satisfactory progress report.

Programme Period:	2008-2011
Programme Component:	Good Governance
Intervention Title	Access to Justice
Budget Code:	Award 00049362
	Project id: 00060132
Duration:	One year (2011)

Estimated annualized budget:	1,475,000 \$ USD
Allocated resources:	1,100,000 \$ USD
UNDP/TRAC	600,000 \$ USD
UNDP/ONE FUND	200,000 \$ USD
Global Program	300,000 \$ USD
Unfunded budget:	375,000 \$ USD

**Agreed by Implementing Partner:**

Ministry of Justice: \_\_\_\_\_

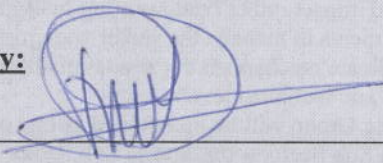


Date : 18/2/2011

Lilongwe, Malawi

**Approved by UNDG Agency:**

UNDP: \_\_\_\_\_



Date : \_\_\_\_\_

18/2/2011

Lilongwe, Malawi

EXPECTED CP OUTPUTS and indicators including annual targets	KEY ACTIVITIES/ANNUAL OUTPUT TARGETS <i>List all activities including M&amp;E to be undertaken during the year towards stated CP outputs</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
<p><b>CP Output 4.2: Formal and informal justice systems strengthened through a unified programme based approach to justice</b></p> <p><b>Output 4.2:</b> Increased access to quality and timely Justice services</p> <p><b>Indicator 4.2.1:</b> Baseline data to access to justice collected and indicator framework developed</p> <p><i>Baseline:</i> no unified baseline <i>Target:</i> indicator framework developed and used</p> <p><b>Indicator 4.2.2:</b> capacity assessment for all institutions part of the Access to Justice sub-sector undertaken and a sub-sectoral expanding development strategy agreed</p> <p><i>Baseline:</i> none <i>Target:</i> strategy agreed upon</p>	<p><b>IMPROVE ACCESS TO JUSTICE AND STRENGTHEN INTERNAL SECURITY</b></p>								

	<b>2.1 : Establish Sector Wide Approach to improve coordination among governance sector institutions</b>					Ministry of Justice; Ministry of Home Affairs; Prisons; Judiciary; Law Commission, Ministry of Finance; Police; Malawi Law Society; Law School; Service Commissions in the Justice sector The Office of the Ombudsman; The Anti Corruption Bureau; The Malawi Human Rights Commission; , The Financial Intelligence Unit; The National Assembly; The Electoral Commission; The Democracy Consolidation Program	UNDP		USD
	a) Quarterly policy makers coordination meetings involving all core Government agencies in democratic accountability and Justice, the Ministry of Finance to decide on an appropriate coordinated governance sector	X	X	X	X			Travel: 71600	10,000
	b) Consultative Meetings of all Technical Task Force comprising male and female representatives from relevant Government justice delivery departments – every two months.	X	X	X	X			Travel: 71600 Service Contracts: 72100	15,000 5,000
	c) Consultative Meetings of all Technical Task Force comprising male and female representatives from relevant Democratic accountability sub sector institutions – every two months.	X	X	X	X			Travel: 71600 Service Contracts: 72100	15,000 5,000
	d) Two consultative meetings between development partners and male and female representatives from relevant Ministries.	X			X	Development Partners: UNDP; DFID; EU; UNICEF; IRISH AID; IRISH EMBASSY; USAID; RNE			
	e) Pilot Activity for Justice Subsector coordination on criminal case handling in accordance with Pillar 3 of the Policy Framework Paper. UNDP will support activity through its mandate in Legal Protection.	X	X	X				Travel: 71600 Service Contracts: 72100	3,000 20,000
									Sum Output 1: <b>USD 73,000</b>

	<p><b>2.2 Conduct Needs Assessment and baseline survey for Democratic Governance Sector</b></p> <p>a) Recruit consultants to conduct capacity assessment to identify gaps in the justice sub-sector</p> <p>b) Baseline Survey on Justice and Democratic Accountability</p> <p>c) 3 Presentation Workshops on findings of conducted studies and implication for the policy and strategic framework</p> <p>d) Recruit consultants to conduct needs assessment for the Democratic Accountability Sub Sector</p>	X	X			<p>Ministry of Justice; UNDP, NSO, Office of the Ombudsman</p>	<p>UNDP/ One UN/EU</p>	<p>Contractual Services – Companies: 72100</p> <p>Contractual Services – Companies: 72100</p> <p>Contractual Services – Companies: 72100 Travel: 71600</p> <p>Contractual Services – Companies: 72100</p>	<p>150,000</p> <p>75,000</p> <p>5, 000 3,000</p> <p>150, 000</p> <p>Sum output 2: <b><u>USD 383,000</u></b></p>

	<b>2.3: Strengthen Capacity of PPU's of sector institutions to effectively participate in the Democratic Governance Sector</b>					Ministry of Justice; UNDP; Office of the Ombudsman	UNDP/ One UN fund		Sum Output 3: <b><u>551,000</u></b>
	<b>Support to PPU MoJ</b>								
a)	Technical Specialist for Access to Justice	X	X	X	X			Contractual Services – Individual: 71400	110, 000
b)	Technical Specialist/SWAP Manager	X	X	X	X			Contractual Services – Individual: 71400	91,000
c)	Senior Governance Advisor UNDP		X	X	X			Contractual Services – Individual: 71400	100,000
d)	UNDP Young Professional – Access to Justice	X	X	X	X			Contractual Services Individual: 74100	13,000
e)	Training, Advocacy and Networking activities for PPU and UNDP technical support staff	X	X	X	X			Contractual Services – Companies: 72100 Travel 71600	15,000 20,000
f)	Sundries – telephone, fuel	X	X	X	X			74500- Miscellaneous expenditures	10,000
	<b>Support to the Democratic Accountability Sector:</b>								
g)	Technical Specialist for Democratic Accountability	X	X	X	X			Contractual Services – Individual: 71400	91,000
h)	Support to the case management audit	X						Contractual Services – Companies: 72100 Travel: 71600	15, 000 15,000
i)	Support to the 2010 Progress Report for Democratic Accountability	X						Contractual Services – Companies: 72100 Travel 71600	5,000 5,000
j)	Study Tour for 2 officers to one best practice pilot country in the region on a coordinated DA sector.	X						Travel 71600	11,000
k)	Training of staff for the Office of the Ombudsman	X	X					Contractual Services – Individual: 71400 Travel 71600	3, 000 7,000
l)	Procurement							72200-Equipment and Furniture	40, 000

	<p><b>2.4 Development of a sector wide policy and planning framework</b></p> <p>a) Dissemination of the sector policy framework</p> <p>b) Develop a sector wide strategic plan with strategies and areas for intervention for the justice and democratic accountability sector informed by the findings of the gender sensitive capacity assessment and the baseline survey</p> <p>c) Support to the development of the 2011 AWP for the Democratic Governance Sector</p>	X	X	X	X	UNDP, all Sector Stakeholders	UNDP/ One UN	<p>Contractual Services – Companies: 72100</p> <p>Contractual Services – Companies: 72100</p> <p>Travel 71600</p>	<p>5,000</p> <p>100,000</p> <p>2,000</p> <p>Sum Output 4: <b><u>117,000</u></b></p>
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	<b>2.5 Development of a Indicator and M&amp;E framework for the Governance Sector</b>					UNDP, MoJ, OGC, all Sector Stakeholders	OGC		
	<b>Phase I</b>								
	a) Refine indicators for the Democratic Governance Sector based on NSO Baseline Survey, Indicator Mapping and MASEDA data on Governance	X	X			Process will be facilitated by UNDP technical staff and PPU specialists		Contractual Services – Companies: 72100 Travel: 71600	10,000 10,000
	b) Recruit Consultant to draft M&E Framework				X			Contractual Services – companies: 72100 Travel: 71600	88,000 10,000
	<b>Phase II (2011-2012)</b>								
	c) Integration of Governance Indicators and data into the MASEDA Database			X	X	NSO will be contracted by MoJ		Contractual Services – Companies: 72100 Travel: 71600	30,000 5,000
	d) Recruit short term expert for NSO to develop long term M&E plan and Capacity Building plans for sector stakeholders focusing on administrative data handling and monitoring			X	X			Contractual Services – Individuals: 74100	90,000
				X	X			Contractual Services – Companies: 72100	10,000
	e) Conduct trainings on statistics and long term M&E for NSO staff			X	X			Contractual Services – Companies: 72100 Travel: 71600	15,000 10,000
	f) Production of tailor-made knowledge materials on M&E in Governance for the program			X	X			Contractual Services – Companies: 72100 Travel 71600	10,000 5,000
g) Production of a final report of the Governance Assessment project				X			Contractual Services – Companies: 72100 Contractual Services – Individuals: 74100	2,000 5,000	
								Sum Output 5: <b>300,000</b>	



					UNDP, MoJ	UNDP		
	<b>2.6 Management costs</b>							
	a) NEX-Audit		X				Contractual Services – Companies: 72100	6,000
	b) Insurance Costs	X	X	X	X		74500-Miscellaneous	2,000
	c) Communication	X	X	X	X		72400- Communication	5,000
	d) IP Review Meeting& UNDP Training	X	X	X	X		71600- Travel	8,000
	e) Evaluation and Formulation of next phase Access to Justice Project			X	X		Contractual Services – Companies: 72100	40,000
								<b>Sum: 61,000</b>
	Total for UNDP/TRAC							600,000
	Total for UNDP/ONE UN FUND (incl. \$13,084 for 7 % GMS)							200,000
	Total for Global Program/Oslo Governance Centre							300,000
	Unfunded Gap							375,000
	<b>SUB TOTAL:</b>							<b>1,475,000</b>