**Risk and Issue Logs**

**Table 5: Risk Log Matrix**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **S.N** | **Description** | **Category** (financial, political, operational, organizational, environmental, regulatory, security, strategic, other) | **Likelihood of risk** (scale of 1 to 5 with 5 being the most likely)  **A** | **Impact**  (scale of 1 to 5 with 5 being the highest impact)  **B** | **Risk factor (A x B)** | **Mitigation measures if risk occurs** | **Date risk is Identified** | **Last Updated** | **Status** |
| 1 | Planning and Programming | Others | P=3 | P=3 | 9 | Review and revise local level planning guidelines to incorporate results-based planning tools | November 2016 | January  2017 | Periodic Planning Guidelines revised by incorporating results based planning tools |
| 2 | Budget release | Financial | P=3 | P=3 | 9 | Ensure timely budget release from FCGO and from DTCO to to implement activities as per the action plan/work plan | November  2016 | January  2017 | PCU regularly followed to assure timely release of fund to LBs |
| 3 | Establishment and transition of programme recruitment Facility(PRF) | Operational | P=3 | P=3 | 9 | Design PRF | November  2016 | January  2017 | MoFALD made an arrangement of LGCDP focal persons in DDCs and Municipalities |
| 4 | Local Election | Political | P=3 | P=3 | 9 | Programme document will be reviewed and  revised if local election takes place as per the government plan | November  2016 | January  2017 | Election is likely to take place in April 2017 |
| 5 | Frequent change in  management | Organizational | P=3 | P=3 | 9 | Civil Service Act will be followed | November 2016 | January  2017 | No change |
|  | State restructuring | Political | P=3 | P=3 | 9 | Prepare transition Plan | November 2016 | January  2017 | LLRC has proposed 721 local units including 4 Metropolitan Cities and 8 Sub-metropolitian cities. LLRC submitted report to GoN on 6 January 2017 |

**Table 6: Issue Log Matrix**

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| --- | --- | --- | --- | --- | --- | --- |
| **S.N** | **Type** | **Date**  **Identified** | **Description and Comments** | **Resolution measures recommended** | **Status of the issue** | **Status Change Date** |
| 1 | Financial | November 2016 | Poor financial record keeping in VDCs,  Delay in release of fund to LGs | Operationalize VDC accounting software. It is planned to implement in 1000 VDCs.    Maintain database on the release and receive of funds in LBs | VDC accounting software functional in 240 VDCs . Record keeping and accounting  system improved in 240 VDCs    A matrix has been developed to update the transfer of funds and information collection from LBs is in progress | January  2017 |
| 2 | Operation | December 2016 | Monitoring and reporting system is weak in local bodies | Web-based reporting software developed and DDCs &Municipalities staff, oriented | Web-based reporting introduced in all DDCs and municipalities | January  2017 |
| 3 | Implementation | December 2016 | Ward Citizen Forums are involved in local level planning. WFCs role needs to expand to cover oversight activities. | Ward Citizen Forum members oriented on local level planning. 39% WCFs engaged in monitoring and oversight of community infrastructure projects | About 54 %% WCFs  engaged in monitoring and oversight activities | January  2017 |
| 4 | Implementation | December 2016 | Livelihood  Improvement  Plan introduced in  Citizen Awareness  Centers formed in DAG 4-VDCs. It is require introducing in the entire citizen  Awareness Centers. | Livelihood  Improvement Plan introduced in 1796  Citizen Awareness  Centers (CACs) | 4704 CACs received livelihood grants to implement livelihood improvement plan | January  2017 |
| **5** | Implementation | December r 2016 | District and  Municipality Social Mobilization committee are not  effective | Composition of District  /Municipality Social Mobilization Committee changed by including WCF and CAC members | District and Municipality Social Mobilization Committee members oriented on their role and responsibility. LGCDP focal persons have been instructed to follow regularly D/MSMC activities. | January  2017 |