

proposal #
project #



**UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)
UNITED NATIONS VOLUNTEER (UNV) PROGRAMME**

GOVERNMENT OF THE ISLAMIC REPUBLIC OF PAKISTAN

Project title: Support to Volunteerism Initiatives in Pakistan

Brief Description:

Strengthening human resource capacity for implementation and coordination of the relief and recovery operations through mobilization of volunteers is the primary focus of this project. The project consists of two components: (1) support to National Volunteer Movement (NVM) newly established by the Government of Pakistan and (2) support to national and international actors in recovery and reconstruction efforts. The first component aims at assisting NVM in terms of assessment of capacity needs of the organization, designing of organizational structure and partnership strategy, deployment of International / National UN Volunteers (UNVs) to start up operations, and provision of other necessary human and capital resources. The second component is a support to UN agencies, government agencies and civil society organizations working for the relief and recovery efforts by deployment of International and National UNVs as stipulated in the Flash Appeal project by UNDP/UNV (SAEQ-05/ER/103).

SIGNATURE PAGE

Country: Islamic Republic of Pakistan

UNDAF Outcome: Effective disaster response and mitigation systems for risk reduction and rehabilitation of areas and communities affected by prolonged emergencies.

Expected Outcome Indicator: Significant improvements in response time to disasters and crises

Expected Output National Disaster Management System operational and communities coping strategies developed.

Expected Indicators:

1. National Volunteer Movement (NVM) started its operations as an institution to mobilize large number of volunteers, coordinate activities of volunteer-involving organizations (VIOs), promote good volunteer management practices and advocate value of volunteerism
2. National UN Volunteer (UNV) scheme in Pakistan launched and International and National UNVs deployed for relief and recovery efforts as well as other national priority development activities

Implementing Partner: UNDP/UNV Direct Execution

Other Partners: National Volunteer Movement, other government agencies, UN Agencies, international and national NGOs particularly volunteer-involving organizations

Programme Period: December 2005 to November 2008
Programme Component:
Project Title: Support to Volunteerism Initiatives in Pakistan
Project Code:
Project Duration: 3 years

Total budget:	US\$ 5,000,000
Allocated resources:	
UNDP TRAC 1	US\$ 200,000
UNV (Flash Appeal)	US\$ 1,000,000
Funds Gap	US\$ 3,800,000

AMIR TARIQ ZAMAN
Joint Secretary
Economic Affairs Division
Government of Pakistan
Islamabad

Agreed by Government: *Cey W* 22 Dec 2005

Agreed by UNDP: *[Signature]* 23/12/05

Agreed by UNV: *[Signature]* 23/12/05

Section I

Context

On 8 October 2005 an earthquake measuring 7.6 devastated the northern regions of Pakistan killing thousands of people and destroying public and private infrastructures and bringing economic activity to a virtual stop. The area affected measures about 30,000 sq km² and is home to about 5 million people. According to national figures, 500,000 families have been affected, 70% of houses were destroyed and 30% damaged. The death toll stands at 73,000 with some 79,000 injured and still rising as accessibility to previously inaccessible areas are opened up. It has been considered as the worst natural disaster that has ever impacted Pakistan in its history.

In response, the Government of Pakistan announced the establishment of a National Volunteer Movement (NVM) by the Notification from the Prime Minister's Secretariat on 1 November 2005. It is to organize and channel voluntary services in Pakistan, primarily to mobilize volunteers to support the Armed Force and other government agencies involved in relief and rescue operations. With the President of Pakistan as its Patron in Chief and Minister of State for Youth, Sports and Culture as Chairman and CEO of the Organization, the NVM has a tremendous responsibility and potential of channelling the volunteer resources of the country towards relief initiatives. However, elements of the organization in terms of the institutional structure, operational arrangements, process of recruitment, registration and management of the volunteers and the funding arrangements need to be detailed and agreed upon. Another area of challenge is to address the capacity building needs of the NVM as well as volunteers.

Meanwhile, based on the learning from successful deployment of International and National UN Volunteers (UNVs) in support of the relief and ongoing reconstruction/ rehabilitation activities in response to the Tsunami disaster on 26 December 2004, UNDP and UNV programme¹ proposed a project titled "Coordination Support for Recovery and Rehabilitation through Deployment of UN Volunteers" under the Flash Appeal. Since the modality of National UNV did not exist in Pakistan while such a modality is fully operational and active in more than 50 countries, it is proposed to launch National UNV scheme in order to mobilize volunteers who are familiar with local situation. During the course of close consultation with the Ministry of Youth, it was found that not only is National UNV scheme welcome, it can also play a useful role to complement and support the Government's initiative. One of the most urgent needs is to assist in establishment and initial operations of NVM. Therefore, it is proposed that UNDP/UNV will provide (1) support to NVM and (2) support to national and international actors in relief and recovery efforts under the project "Support to Volunteerism Initiatives in Pakistan."

Project objective

To strengthen human resource capacity for implementation and coordination of relief and recovery initiatives as well as other development activities through mobilization of volunteers

Project outputs, activities, and implementation arrangements

Output 1:

National Volunteer Movement (NVM) started its operations as an institution to mobilize large number of volunteers, coordinate activities of volunteer-involving organizations (VIOs), promote good volunteer management practices and advocate value of volunteerism

Activity 1-1: Assess capacity needs of the NVM and assist in designing institutional framework, management arrangement, human and financial resource requirements, recruitment process and management arrangement of volunteers and partnership strategy

¹ UNV is the UN organization that supports the attainment of MDGs through the promotion of volunteerism, including the mobilization of volunteers. It is administered by UNDP.

Activity 1-2: Assist NVM's operations during its initial stage (up to 1 year) by deployment of International / National UN Volunteers (UNVs) and provision of necessary human and capital resources

Output 2:

National UN Volunteer (UNV) scheme in Pakistan launched and International and National UNVs deployed for relief and recovery efforts as well as other national priority development activities

Activity 2-1: Establish a National UNV scheme and start immediate deployment of National and International UNVs to UN agencies, government agencies and civil society organizations in relief and recovery efforts

Activity 2-2: Coordinate with the Government of Pakistan, UN agencies, NGOs and deploy National and International UNVs in the priority development activities, particularly focusing on achievement of Millennium Development Goals

Implementation Strategy:

Output 1: In response to Government of Pakistan's request, UNV has already deployed a senior UNV consultant on National Volunteer Schemes to support the establishment of NVM. A draft proposal on NVM including suggested organizational structure, human resource requirements and implementation plan prepared by the consultant is attached in Annex 2. NVM is currently planning to have a structure as in Annex 3 and requested UNDP/UNV for provision of a team of professionals (i.e. project staff and short-term consultants to be recruited on market rate basis), National and International UNVs who can be trainers of volunteers, IT officers, field coordinators, etc., some office equipment and vehicles. NVM will shortly send UNDP/UNV a list of required staff and their job description. Therefore, it is proposed that the project will support NVM's initial operations by providing these human and capital resources for the period of 1 year. The project will not bear the cost of office space rent, utilities, operations and maintenance of equipment and vehicles or salaries of other staff than allocated in this project document, and it is required for NVM to secure other source of funding. Before the end of the first year, there will be an evaluation of NVM achievements, effectiveness, relevance and efficiency, and based on such an evaluation, UNDP, UNV and EAD will jointly decide whether or not the project should continue its assistance to NVM.

Output 2: In order to formally establish a National UNV scheme in Pakistan, the details of the scheme including remuneration and insurance will be discussed and approved by the Steering Committee (details of the National UNV scheme in Pakistan is attached in Annex 1). UNDP/UNV have already received more than 50 CVs including Pakistani previously served as International UNVs in other countries who expressed their interests to serve as UNVs for relief and recovery efforts. Once the National UNV scheme is launched, it is expected to receive more applications, and those applications satisfying minimum requirements will be kept in the Roster for National UNVs. Since deployment of National and International UNVs will be made solely on demand-basis with specific position, job description and qualification, if a required profile is not found in the Roster, UNDP/UNV will place a vacancy announcement in its website. Selection and recruitment of UNVs will be done by UNDP/UNV in close consultation and involvement of organizations which require services of UNVs. During the first year of the project, it will focus on deployment of UNVs in the earthquake affected areas.

Management Arrangements:

The programme will be executed using DEX modality by UNDP and UNV Country Team, which consist of UNV Programme Officer and Country Office Assistant (COA), in close collaboration with UNV Headquarters. A number of short-term consultants and International/ National UNVs will be recruited to undertake specific tasks such as technical assistance to and capacity building of NVM and training of volunteers for National UNV scheme.

UNDP will ensure an appropriate and adequate monitoring and evaluation system for serving UNVs. Continuous support, supervision and regular monitoring visit to the project sites and

discussion with hosting agencies will be conducted by UNV Country Team and UNV HQ staff to ensure that any problems identified are addressed at an early stage. Impact of project activities on gender related issues will also be monitored.

Legal Context:

The legal context for UNDP-assisted programmes and projects in Pakistan is established by two major agreements: 1) the Convention on the Privileges and Immunities of the United Nations, given effect by Act XX of 1948 of the Pakistan Constituent Assembly (Legislative) and assented to 16 June, 1948; and 2) the agreement between the Government of the Islamic Republic of Pakistan and the United Nations Development Programme concerning assistance under the Special Fund Sector of the United Nations Development Programme, signed by the parties on 25th February 1960.

This Project Document shall be the instrument (therein referred to as a Plan of Operation) envisaged in article 1, paragraph 2, of the agreement between the Government of the Islamic Republic of Pakistan and the United Nations Development Programme concerning assistance under the Special Fund Sector of the United Nations Development Programme.

UNDP-assisted programmes and projects for Pakistan are planned and executed in accordance with the global UNDP Financial Rules and Regulations and the Project Cycle Operations Manual for Pakistan.

The following types of revisions may be made to this project document with the signature of the UNDP Resident Representative only, provided he or she is assured that the other signatories of the project document have no objection to the proposed changes:

- Revisions in, or addition of, any of the annexes of the project document;
- Revisions which do not involve significant changes in the immediate objectives, outputs or activities of a project, but are caused by the rearrangement of inputs already agreed to or by cost increases due to inflation; and
- Mandatory annual revisions which rephrase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility.

This project document shall be the instrument envisaged in the Supplemental Provisions to the Project Document, which are available.

**Section II
Project Results and Resources Framework**

Intended Outcome as stated in the Country Programme Results and Resource Framework: National Disaster Management System operational and communities' coping strategies developed				
Applicable MYFF Service Line: Multi-sector frameworks and sector specific programmes for early recovery designed, based on assessment of recovery needs, opportunities and priorities.				
Partnership Strategy: The project will be executed by UNDP/UNV with financial, technical and programming support. Project implementation will be carried out in partnership with NVM, other UN agencies, NGOs particularly volunteer-involving organizations.				
Project title and ID (ATLAS Award ID): Support to Volunteerism Initiatives in Pakistan				
Intended Outputs	Output Targets For 3 years	Indicative Activities	Responsible parties	Inputs
1. National Volunteer Movement (NVM) started its operations as an institution to mobilize large number of volunteers, coordinate activities of volunteer-involving organizations (VIOs), promote good volunteer management practices and advocate value of volunteerism.	Volunteers recruited and deployed by NVM to the affected areas (target number to be decided by NVM)	1-1: Assess capacity needs of the NVM and assist in designing institutional framework, management arrangement, human and financial resource requirements, recruitment process and management arrangement of volunteers and partnership strategy 1-2: Assist NVM's operations during its initial stage (up to 1 year) by deployment of International / National UN Volunteers (UNVs) and provision of necessary human and capital resources	Ministry of Youth, Sports and Culture National Volunteer Movement UNDP UNV	Consultants Professional staff National and Int'l UNVs Office & IT equipment Vehicles Subtotal: \$450,000
2. National UN Volunteer (UNV) scheme in Pakistan launched and International and National UNVs deployed for relief and recovery efforts as well as other national priority development activities	194 National UNVs and 21 Int'l UNVs deployed for the relief and recovery efforts 157 National UNVs and 18 Int'l UNVs deployed for other development activities	2-1: Establish a National UNV scheme and start immediate deployment of National and International UNVs to UN agencies, government agencies and civil society organizations in relief and recovery efforts 2-2: Coordinate with the Government of Pakistan, UN agencies, NGOs and deploy National and International UNVs in the priority development activities, particularly focusing on achievement of Millennium Development Goals	UNDP UNV	National and Int'l UNVs Monitoring & Evaluation Advocacy Travel UNV HQ Support Training & Misc. Subtotal: \$4,321,429 Note: If additional fund of \$3.8 mil not available, targets will be revised.
				GMS \$228,571
				TOTAL: 5,000,000

Section III
Work Plan for the First 6 Months (December 2005 – June 2006)

Outputs	Key Activities	Q4 2005	Q1 2006	Q2 2006	Source of Fund	Budget Description	Budget
1. National Volunteer Movement (NVM) started its operations as an institution to mobilize large number of volunteers, coordinate activities of volunteer-involving organizations (VIOs), promote good volunteer management practices and advocate value of volunteerism	1-1: Assess capacity needs of the NVM and assist in designing institutional framework, management arrangement, human and financial resource requirements, recruitment process and management arrangement of volunteers and partnership strategy				UNV	UNV Int'l Consultant	\$8,000
	1-2: Assist NVM's operations during its initial stage (up to 1 year) by deployment of International / National UN Volunteers (UNVs) and provision of necessary human and capital resources *				UNDP	Professional staff Office & IT Equip 2 Vehicles National Consultants Misc. UNVs	\$36,000 \$5,000 \$46,000 \$32,000 \$500 \$127,000
2. National UN Volunteer (UNV) scheme in Pakistan launched and International and National UNVs deployed for relief and recovery efforts as well as other national priority development activities	2-1: Establish a National UNV scheme and start immediate deployment of National and International UNVs to UN agencies, government agencies and civil society organizations in relief and recovery efforts				UNDP	Advocacy	\$10,000
					UNV	Misc. & Training	\$1,000
						UNVs	\$380,000
						UNV HQ Support	\$25,000
	2-2: Coordinate with the Government of Pakistan, UN agencies, NGOs and deploy National and International UNVs in the priority development activities, particularly focusing on achievement of Millennium Development Goals (to be started from Q1 2007)				Travel Misc. & training	\$1,000 \$1,000	
GMS \$27,100							
Total \$699,600							

*All other costs not mentioned here such as office space rent, utilities, Operation & Maintenance Cost of equipments/vehicles, other staff salaries will be paid by NVM.

Work Plan for 3 Years (December 2005 – November 2008)

Outputs	Key Activities	Year 1	Year 2	Year 3	Source of Fund	Budget Description	Budget
1. National Volunteer Movement (NVM) started its operations as an institution to mobilize large number of volunteers, coordinate activities of volunteer-involving organizations (VIOs), promote good volunteer management practices and advocate value of volunteerism	1-1: Assess capacity needs of the NVM and assist in designing institutional framework, management arrangement, human and financial resource requirements, recruitment process and management arrangement of volunteers and partnership strategy				UNV	UNV Int'l Consultant	\$8,000
		1-2: Assist NVM's operations during its initial stage (up to 1 year) by deployment of International / National UN Volunteers (UNVs) and provision of necessary human and capital resources *	UNDP	Professional staff	\$72,000		
			Office & IT Equip	\$5,000			
			2 Vehicles	\$46,000			
			National Consultants	\$64,000			
			Misc.	\$1,000			
		UNV	UNVs	\$254,000			
		2. National UN Volunteer (UNV) scheme in Pakistan launched and International and National UNVs deployed for relief and recovery efforts as well as other national priority development activities	2-1: Establish a National UNV scheme and start immediate deployment of National and International UNVs to UN agencies, government agencies and civil society organizations in relief and recovery efforts	UNDP	Advocacy	\$10,000	
				M&E	\$1,000		
				Misc. & Training	\$1,000		
Unidentified	UNVs			\$1,418,000			
Travel	\$5,000						
M&E	\$5,000						
Misc. & Training	\$13,381						
UNV	UNVs			\$635,000			
Travel	\$2,000						
Misc. & Training	\$3,381						
2-2: Coordinate with the GoP, UN agencies, NGOs and deploy Nat'l and Int'l UNVs in the priority development activities, particularly focusing on achievement of MDGs	Unidentified	UNV HQ support	\$50,000				
	UNVs	\$2,134,667					
	Advocacy	\$20,000					
	Travel	\$5,000					
	M&E	\$4,000					
	Misc. & Training	\$14,000					
GMS \$228,571							Total \$5,000,000

*All other costs not mentioned here such as office space rent, utilities, Operation & Maintenance Cost of equipments/vehicles, other staff salaries will be paid by NVM.

Detailed Itemized Budget for 3 years

Item	Unit Cost	Source of Funds	1st half of Y1	2nd half of Y1	Total Y1	Y2	Y3	Total
UNV Senior Consultant		UNV	8,000	0	8,000	0	0	8,000
3 Professional staff *1	Rs 120,000/month/person	UNDP	36,000	36,000	72,000	0	0	72,000
Office & IT Equipment		UNDP	5,000	0	5,000	0	0	5,000
2 Vehicles	\$23,000 / 4WD vehicle	UNDP	46,000	0	46,000	0	0	46,000
National Consultants *2	Rs 120,000/month/person	UNDP	32,000	32,000	64,000	0	0	64,000
Misc		UNDP	500	500	1,000	0	0	1,000
International UNVs *3	\$25,000/6mths/person	UNV	75,000	75,000	150,000	0	0	150,000
National UNVs *4	Rs 520,000/1yr/person	UNV	52,000	52,000	104,000	0	0	104,000
Subtotal for Output 1			254,500	195,500	450,000	0	0	450,000
International UNVs *5	\$25,000/6mths/person	UNV	200,000	75,000	275,000	0	0	275,000
International UNVs *6	\$43,000/year/person	Unidentified	0	0	0	301,000	129,000	430,000
National UNVs *7	Rs 270,000/6mths/person	UNV	180,000	180,000	360,000	0	0	360,000
National UNVs *8	Rs 520,000/1yr/person	Unidentified	0	0	0	780,000	208,000	988,000
Advocacy		UNDP	10,000	0	10,000	0	0	10,000
Travel		UNV	1,000	1,000	2,000	0	0	2,000
Travel		Unidentified	0	0	0	3,000	2,000	5,000
M&E		UNDP	0	1,000	1,000	0	0	1,000
M&E		Unidentified	0	0	0	3,000	2,000	5,000
UNV HQ Support		UNV	25,000	25,000	50,000	0	0	50,000
Misc & training		UNV	1,000	2,381	3,381	0	0	3,381
Misc & training		UNDP	1,000	0	1,000	0	0	1,000
Misc & training		Unidentified	0	0	0	7,000	6,381	13,381
Subtotal for Output 2.1 (earthquake recovery efforts)			418,000	284,381	702,381	1,094,000	347,381	2,143,762
International UNVs *9	\$43,000/year/person	Unidentified	0	0	0	387,000	387,000	774,000
National UNVs *10	Rs 520,000/1yr/person	Unidentified	0	0	0	390,000	970,667	1,360,667
Advocacy		Unidentified	0	0	0	10,000	10,000	20,000
Travel		Unidentified	0	0	0	2,500	2,500	5,000
M&E		Unidentified	0	0	0	1,500	2,500	4,000
Misc & training		Unidentified	0	0	0	7,000	7,000	14,000
Subtotal for Output 2.2 (other development activities)			0	0	0	798,000	1,379,667	2,177,667
Subtotal for Output 2			418,000	284,381	702,381	1,892,000	1,727,048	4,321,429
GMS for donor funded portion			27,100	20,519	47,619	94,600	86,352	228,571
Grand Total			699,600	500,400	1,200,000	1,986,600	1,813,400	5,000,000
		Subtotal for	130,500	69,500	200,000	0	0	200,000
		UNV	569,100	430,900	1,000,000	0	0	1,000,000
		Unidentified	0	0	0	1,986,600	1,813,400	3,800,000

Note for Detailed Itemized Budget for 3 years

Exchange Rate at Rs. 60/US\$1 used for budgeting purpose

- *1 Currently, it is requested by NVM to provide Finance & Admin Manager, M&E Manager (also in charge of Planning and Research), Partnership and Outreach Manager (in charge of Resource Mobilization). However, NVM is requesting UNDP to be flexible in terms of positions, as NVM is still evolving and their needs can be changed rapidly.
- *2 Earlier there was a provision of National Coordinator, but the post has been recently appointed by the GoP. NVM requested provision of national consultants for specific skills which may not be available as UNVs. Budgeted 4 consultants for 8 months (it can be adjusted such as 8 consultants for 4 months, depending on needs and availability)
- *3 Budgeted 3 UNVs for 6 months each x 2 batches. Proforma cost for 6 months for International UNV includes travel expense, insurance, UNDP admin cost. Direct payment to a UNV is living allowance of \$1957 per month, settling-in-grant of \$3592 (\$6195 for 1 year) and language training cost of \$500 (if taken)
- *4 Budgeted 12 UNVs for 1 year. Proforma cost for 1 year for National UNV includes travel expense, insurance, UNDP admin cost. Direct payment to a UNV is living allowance of Rs. 27,000 per month (approx. \$450) and settle-in-grant and resettlement allowance of Rs. 27,000 each
- *5 Budgeted 11 UNVs for 6 months. It can also be 5 UNVs for 1 year plus 1 UNVs 6 months, etc, depending on needs of recruiting organizations and availability of volunteers
- *6 Budgeted 7 UNVs for 1 year in Year 2 and 3 UNVs for 1 year in Year 3
- *7 Budgeted 40 UNVs for 6 months x 2 batch
- *8 Budgeted 90 UNVs for 1 year in Year 2 and 24 UNVs for 1 year in Year 3
- *9 Budgeted 9 UNVs for 1 year in Year 2 and same for Year 3
- *10 Budgeted 45 UNVs for 1 year in Year 2 and 112 UNVs for 1 year in Year 3

Number of UNVs to be deployed

	Year 1	Year 2	Year 3	Total
National UNVs for NVM	12	0	0	12
National UNVs for earthquake recovery	80	90	24	194
National UNVs for other development activities	0	45	112	157
Total National UNVs	92	135	136	363
International UNVs for NVM	6	0	0	6
International UNVs for earthquake	11	7	3	21
International UNVs for other development activities	0	9	9	18
Total International UNVs	17	16	12	45
Total UNVs (both National and int'l)	109	151	148	408

Budget Summary

	Year 1	Year 2	Year 3	Total
For National Volunteer Movement (excl. cost of UNVs deployed in NVM)	196,000	0	0	196,000
Direct payments to UNVs	596,778	1,333,364	1,218,948	3,149,090
Costs incurred for deployment of UNVs (insurance, assignment, travel, security)	247,222	400,886	351,052	999,160
Others (Administrative and Management Cost)	160,000	252,350	243,400	655,750
Total Budget	1,200,000	1,986,600	1,813,400	5,000,000

National United Nations Volunteer Scheme for Pakistan

1.0 Background

As a result of the tragic earthquake on 8 October 2005, more than 73,000 have died and 69,000 injured. The task of relief and recovery is enormous and requires extraordinary resource from every citizen.

The National United Nations Volunteer (UNV) scheme is being launched in Pakistan to engage Pakistani nationals with specialized skills and knowledge as National UNVs in support of recovery and rehabilitation efforts executed by national and international agencies. The National UNV scheme will support and complement the Government's National Volunteer Movement, which has been established to support earthquake response.

There are hundreds of citizens who want to serve as volunteers but find no place or channel to offer his/her services; on the other hand, there are agencies who cannot recruit large number of staff on regular post basis or do not have capacity for immediate recruitment of persons with specific skills. Therefore, it is vital to launch a National UNV scheme urgently as a systematic conduit between organizations require human resources and citizens who want to serve as volunteers.

The launch of National UNV schemes was agreed as one of the follow-up activities to the International Conference on Volunteerism and MDGs hosted by the Government of Pakistan in December 2004.

2.0 National UNV scheme for Pakistan: definition, rationale, objectives and use of National UNVs

2.1 Definition

The National UNV mechanism, established in pursuance of the UNDP Governing Council Decision 92/32 and implemented within the framework of the Standard Basic Agreement between the Government and UNDP, is designed to harness the use of qualified nationals to serve as volunteers in their own country and to promote volunteerism under UNV conditions of service in support of development and humanitarian efforts.

2.2 Rationale

The basic rationale for using National UNVs rests on the added value of their contributions to development and humanitarian programmes. National UNVs have skills appropriate to the local needs and knowledge of the social, economic, cultural and political conditions prevailing in their country. This facilitates their integration into the programme and local context, and helps the interaction with national and international peers, counterparts and stakeholders. The use of National UNVs also enhances possibilities for national capacity-building and human resource development by strengthening the pool of expertise and knowledge which remains in the country.

The advantages of activating the National UNV modality in the current post-earthquake scenario in Pakistan are:

- a) Familiarity with local situation: Timely response is of highest value in the present situation of relief and recovery. National UNVs have the advantage of requiring very little time to adapt to the local situation,
- b) National capacity building: Pakistani nationals deployed as National UNVs are exposed to working with UN staff and gain experience and skill that remain a national asset; thus become important especially in the area of disaster relief and recovery,
- c) Increased outreach: The National UNV modality allows increased outreach capacity to national and international (including UN) actors involved in the relief and recovery efforts,

- d) Promotion and realization of volunteerism: The National UNV scheme highlights the vast potential of volunteerism,
- e) Institutional set-up for willing volunteers: The National UNV scheme offers an opportunity for skilled and highly motivated Pakistani nationals to contribute to the earthquake relief and recovery as well as other development efforts. The National UNVs may be avail to access the training opportunities and hands-on experiences from colleagues in South Asian region.

2.3 Objectives

The National UNV scheme is being established for the following objectives:

- a) To provide support to the Government of Pakistan, UN agencies and civil society organizations in disaster relief, recovery and reconstruction efforts through the mobilization and deployment of National UNVs,
- b) To contribute to the prioritized development needs of the Government of Pakistan by the use of volunteerism in community mobilization and provision of services. National UNVs contribute to development activities for achieving the Millennium Development Goals (MDGs) and ensuring good governance,
- c) To promote volunteerism which will bring benefits to both society and the individual volunteers. National UNVs can demonstrate the value of volunteerism which contributes to a more cohesive society by building trust and reciprocity among citizens.

2.4 Use of National UNVs

Given the above rationale and objectives and in order to maintain the integrity of the National UNV mechanism, at least two of the following seven criteria must be met when using National UNVs:

- a) Combination of various international and national UNV categories in mixed teams, facilitating cross-fertilization and synergy between international, regional, national and local dimensions of the volunteers' work, and the sharing of and learning from experiences;
- b) Combination of National UNV serving in mixed teams with other international personnel (e.g. experts and consultants recruited by UNDP, other UN organisation, and/or other multilateral/bilateral donors);
- c) Use of the experience of returnee UNV (i.e. Pakistani UNVs who served overseas as International UNVs) for national development and humanitarian efforts, which will capitalise on the experience gained by them as international UNV and help promote national volunteerism;
- d) Support in setting up and developing the Government's National Volunteer Programme;
- e) Creation of synergies and networking opportunities with civil society organisations, such as NGOs, CBOs and national volunteer organisations in-country;
- f) Support and outreach to development efforts at the community level in urban, peri-urban and rural areas; and
- g) Strengthening of the capacity of development workers and institutions, through technical assistance, skills-building and other activities that will enhance and sustain their technical expertise.

3.0 Roles of National UNVs

The roles played by National UNVs vary from country to country based on specific needs. In the current post-earthquake recovery context, the following roles are envisaged for the National UNVs:

- Supporting information for recovery and rehabilitation;
- Providing technical support to recovery activities in clusters;
- Coordinating recovery programmes;
- Strengthening outreach and human resource capacities of UN, national and international actors;
- Supporting the Government's National Volunteer Programme by mobilising and promoting local volunteer efforts to motivate and assist self-help development;

- Strengthening organizational capacities of CBOs and NGOs through needs-analysis, management and leadership training; and articulating needs of communities with the aim of translating their needs into workable plans and actions; and
- Transferring skills and experiences through training and by example.

This list of National UNV roles is not exhaustive and potential exists for additional National UNV contributions in other arenas. For each individual position, the detailed tasks are defined in a specific Terms of Reference.

4.0 National UNV qualifications

National UNV specialist should have:

- Academic credentials (Bachelor's, Master's, doctorate, or technical award). In certain trades, substantial practical experience may substitute;
- Several years of relevant working experience following academic qualification, preferably five years or more;
- Minimum 25 years old;
- Good communication skills; and
- Ability to speak, read and write the national language. Knowledge of local languages is an asset. A good working knowledge of one or more of the UN languages is also an asset.

National UNV specialists usually serve at national or local levels with UNDP, other UN organisations, Government, international or national NGOs, CBOs or volunteer-sending organisations. Specific attention is paid to the transfer of skills to counterparts.

5.0 Suggested *ad hoc* Remuneration levels and duration

The National UNV scheme's financial package consists of assignment travel, settle-in-grant, voluntary living allowance (VLA), resettlement allowance, insurance, sundry, and 10% of administrative costs of UNV Headquarters.

The VLA for National UNVs is an all-encompassing allowance that is designed to cover their basic living expenses, including housing, personal transport and other such needs. In addition to this, the National UNVs will benefit service related insurance coverage. The exchange rate applies to the figures below is Rs. 58.81 to US\$1.

The National UNV specialist category will be paid an *ad hoc* monthly VLA of Rs. 27,000/-.

Proforma Cost for National UNV Specialist Category

Duration	1 Year (Round-Up Figures)
Assignment Travel, if applicable	Rs. 24,000.00
Settle-in-Grant	Rs. 27,000.00
Voluntary Living Allowance	Rs. 324,000.00
Resettlement Allowance	Rs. 27,000.00
Insurance	Rs. 51,000.00
Sundry	Rs. 12,000.00
TOTAL	Rs. 465,000.00
TOTAL + 10% (administrative costs)	Rs. 520,000.00

These *ad hoc* remuneration levels will be reviewed and regularized after an initial period of six months.

The general duration of a National UNV service contract for regular development assignments is one year. However, a minimum three-month National UNV service contract, such as for humanitarian relief assignments, can be issued. Specifically for the assignment of the current earthquake relief and recovery activities, a minimum one-month or two-month contract can be issued when the qualified candidate with special technical skills is only available for the assignment for one-month or two months.

6.0 National UNV Administration

The UNV Country Team in Pakistan, under the overall guidance and supervision of UNDP Pakistan Country Office and UNV HQ, is responsible for efficient and effective management of National UNV scheme in Pakistan, so that the aim of the UNV programme is assured. The National UNV scheme will ensure a fair and transparent recruitment process. Once candidates are identified, UNV Pakistan Country Team will issue and manage UNV contracts and associated tasks such as payment of allowances, monitoring and briefing of UNVs.

A Steering Committee for the National UNV scheme will be established. It will be co-chaired by UNDP and Chairman and CEO of National Volunteer Organization and other members will be composed of representatives from Economic Affairs Division, UN agencies, national and international NGOs, CBOs as well as representatives from other national and international volunteer organizations. The UNV Programme Officer will participate as secretary.

The Committee will meet twice a year to review the progress of the National UNV approach as well as general matters concerning the use of National UNVs in the national context.

7.0 Complementary and Coordination Role of National UNV scheme to the Government's National Volunteer Movement

Complementary Role: The Government of Pakistan has launched a National Volunteer Movement to provide a nation-wide platform for Pakistani nationals to contribute to the ongoing relief efforts. As mentioned in the Concept Paper for National Volunteer Programme prepared by the Ministry of Youth, Sports and Culture, an immediate objective of the Government's programme is to provide support to the Armed Force and other governmental agencies involved in relief and rescue operations for the earthquake-affected areas. For this purpose, the National Volunteer Organization will require mobilization of large number of volunteers with varying level of skills, immediately for short period of time. These national volunteers are expected to be at the front, supporting the relief efforts that are currently led by the Pakistan Armed Forces and various civil administration entities.

The National UNV scheme will complement such Government efforts by focusing on mobilizing more skilled volunteers with professional work experiences who can provide technical, managerial, and coordination support. It will also focus on providing volunteers who can act as mentors and contribute to trainings of less experienced volunteers. The National UNVs will play an important role for long-term recovery and reconstruction planning, community mobilization, enhancing capacities of local governments.

Coordination Role: Through deployment of experienced coordination and information management specialists as National UNVs, the National UNV scheme can enhance the Government's effort of coordination on volunteer sending organizations. It is also suggested to establish a common information platform on willing volunteers and required positions.

8.0 Financial Arrangement for National UNV Scheme

National UNVs will be deployed upon request of UNDP, other UN organizations, Government, international or national NGOs, CBOs or volunteer-sending organizations. The funding requirement for deployment of National UNVs is normally made available by the requesting organization. In the current emergency situation UNDP/UNV have sought funding support from donor institutions through UN Flash Appeal, and such a fund can be utilized for deployment of National UNVs. It is suggested that a Trust Fund for National UNVs be established.

Terms of reference for the National UNV Steering Committee

The National UNV Steering Committee is established as the institutional mechanism through which general advice and policy guidance is provided and understanding of volunteerism in the specific local context is reached.

It will be co-chaired by UNDP and Chairman and CEO of National Volunteer Movement and composed of representatives from Economic Affairs Division, UN agencies, national and international NGOs, CBOs as well as representatives from other national and international volunteer organizations. UNV Programme Officer will participate as a secretary. The committee has the following functions:

1. Provide guidance to the UNDP Resident Representative and UNV Programme Officer in the effective use of National UNV specialists in the national context.
2. Review *ad hoc* remuneration levels and regularize 6 months after the launch of the scheme. When the committee finds necessary, undertake salary survey and revise the appropriate level of volunteer living allowance (VLA) and the level of daily subsistence allowance (DSA) to be paid to National UNV specialists. For travel outside the country, the DSA would be paid at the full UN rate. For in-country travel, the level of DSA paid to the National UNV would normally not exceed 2/3 of the full UN rate. (The proposed levels of VLA and DSA should be established in local currency and be approved by the UNDP Resident Representative and UNV Headquarters respectively.)
3. In cases where a national/local insurance company is preferred to J. Van Breda & Co., the committee should advise on which national policy they consider more appropriate.
4. Meet periodically, and at least twice a year, to review and take stock on the progress of the National UNV approach as well as to review and advise on general issues concerning the use of the National UNV specialists in the national context.

The members of this committee will serve in a voluntary capacity. It should be highlighted to members of this committee who are not part of the UN that the time spent on the above-mentioned activities is considered as a voluntary contribution and therefore will not be paid any stipend or honorarium.