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**AMENDMENT TO THE LETTER OF AGREEMENT BETWEEN MINISTRY OF CLIMATE CHANGE AND  
THE UNITED NATIONS DEVELOPMENT PROGRAMME**

With reference to the Letter of Agreement (LoA) between Ministry of Climate Change (MoCC) (the “Implementing Partner”) and the United Nations Development Programme (“UNDP” and together with the Implementing Partner, the “Parties”) signed on 10 May 2018 (the “Agreement”), the Parties hereby agree on the following:



WHEREAS the Parties wish to amend certain provisions of the Agreement;

NOW THEREFORE, the relevant provisions of the Agreement indicated below are hereby amended to read as follows (“LOA Amendment 1 – Annex 1”):

The Parties hereby agree to amend the Support Services provided by UNDP to the GLOF-II Project as follows:

1. Type and extent of services to be provided by UNDP remain as agreed in the Letter of Agreement, dated 10 May 2018 between UNDP and MoCC (procurement of goods and services, financial support services, HR services, administration and logistics services, and technical support services). Services are to be administered by UNDP in accordance with UNDP rules and regulations, policies and procedures;
2. Equipment and services to be procured in the framework of the project, will be handed over to national stakeholders, therefore UNDP will make provision for participation of relevant Government departments at federal and provincial levels in the procurement process, as follows (refer to the updated Annex 1):
  - a. Terms of Reference (ToR) for procurement of goods and services to be prepared and finalized in consultation with the MoCC and/or concerned line departments;
  - b. Representative of MoCC and/or concerned line department as members of relevant procurement committees;
3. Estimated UNDP Direct Project Costs (DPCs) have been reduced from US\$ 1,938,952 to US\$ 1,417,677 due to expected outsourcing of certain activities to Responsible Parties.

All other terms and conditions of the Agreement, except as amended herein, shall remain unchanged and shall continue in full force and effect.

<p><b>For Ministry of Climate Change:</b></p> <p>Name and Title:</p> <p>Signature: </p> <p>Date: 22/3/19</p>	<p><b>For the United Nations Development Programme:</b></p> <p>Name and Title: IGNACIO ARAZA RESIDENT REPRESENTATIVE a.l.</p> <p>Signature: </p> <p>Date: 22-III-2019</p>
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**HASSAN NASIR JAMY**  
Additional Secretary (Incharge)  
Ministry of Climate Change  
Government of Pakistan  
Islamabad



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Annex 1: DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES (AMMENDED)

1. In accordance with the provisions of the letter of agreement and the project document, the UNDP country office shall provide support services to the Ministry of Climate Change and responsible parties as described below.
2. Support services to be provided:

Support services	Schedule for the provision of support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
<p><b>Procurement of goods and services</b> (including but not limited to, as per UPL/LPL):</p> <ul style="list-style-type: none"> <li>o Preparation of bidding documents</li> <li>o Preparation and review of terms of reference and specifications (in consultation with the Implementing Partner (IP), and/or concerned line departments) for procurement of goods and services;</li> <li>o Procurement of goods and recruitment of consultants, with representative of IP (MoCC) and/or concerned line department as member of the procurement committee;</li> <li>o Advertising;</li> <li>o Contract issuance;</li> <li>o Contract management and closing.</li> </ul>	<p>Ongoing throughout project implementation when applicable</p>	<p>Estimated Direct Project Costs based on 2018 UNDP Pakistan Price List, totaling <b>USD 719,595</b></p>	<p>UNDP will charge direct project costs directly to the project budget.</p>
<p><b>Financial support services</b> (including but not limited to, as per UPL/LPL):</p> <ul style="list-style-type: none"> <li>o Payments for goods/services;</li> <li>o Creation of vendor forms;</li> <li>o Issuing cheques.</li> </ul>			



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<p><b>HR services</b> (including but not limited to, as per UPL/LPL):</p> <ul style="list-style-type: none"> <li>o Identification, selection and recruitment of project personnel (including advertising, short-listing and recruiting) <ul style="list-style-type: none"> <li>• issuance of a contract</li> <li>• closing the contract;</li> </ul> </li> <li>o HR &amp; Benefits Administration &amp; Management;</li> <li>o Personnel management services; Payroll &amp; Banking Administration &amp; Management.</li> </ul>			
<p><b>Administration and logistics services</b> (including but not limited to, as per UPL/LPL)</p> <ul style="list-style-type: none"> <li>o Event logistics;</li> <li>o Organizing national and international travel;</li> <li>o Visa support (for incoming and international travel);</li> <li>o Asset management;</li> <li>o Services of vehicle motor-pool;</li> <li>o Administration of travel related benefits (DSA);</li> </ul>			
<p><b>Technical support services</b> pertaining to (but not limited to) following areas:</p> <ul style="list-style-type: none"> <li>o Facilitate project activity-level planning, in-line with approved project documents;</li> <li>o Substantive technical analysis on issues related to the project interventions across all project interventions;</li> <li>o Facilitating dialogue, synergies and coordination with development partners and other UN agencies, aligning project results with SDGs and other international frameworks (Sendai Framework for Disaster Risk</li> </ul>	<p>Ongoing throughout implementation when applicable</p>	<p>As per pro-forma staff costs and benefits based on time committed to the project:</p> <p>One Full-time Technical Specialist (50% over 5 years) <b>USD 698,082</b></p>	<p>UNDP will directly charge the project budget upon the approval of annual work plan.</p>





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<p>Reduction, UNFCCC, Paris Agreement, etc.)</p> <ul style="list-style-type: none"> <li>○ Technical inputs into GLOF risk reduction measures informed by experience and lessons learned from the previous GLOF-I project;</li> <li>○ Technical support in development of provincial Climate Change Adaptation Action Plans, provincial and district Disaster Management Plans, based on best available international practice and global experience;</li> <li>○ Mainstreaming gender empowerment across all project interventions;</li> <li>○ Provide a neutral platform and facilitate dialogue between various stakeholders including Government institutions, civil-society, media, private sectors, donors and development partners around issues of climate change adaptation and GLOF risk reduction to enable sustainable project interventions;</li> <li>○ Synthesize lessons learned, and offer solutions for replication of best practices nationally and internationally;</li> <li>○ Peer review of inception, monitoring and evaluation reports and technical deliverables produced by the project;</li> <li>○ Provide substantive guidance and support in development of knowledge products;</li> <li>○ Technical input into capacity building and training programmes;</li> <li>○ Mainstream innovation across project interventions, through new approaches and technology and knowledge, available in Asia-Pacific region and globally through UNDP networks.</li> </ul>			
<b>Total DPCs</b>		<b>US\$ 1,417,677</b>	
<b>Average DPCs per year</b>		<b>US\$ 283,535</b>	