


**United Nations Development Programme**  
Programme of Assistance to the Palestinian People  
برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني

**Programme Monitoring Visit Template**

<b>SECTION A. PREPARATION - Programme Information</b>			
<b>Project Number</b>	PAL 10 – 00077024		
<b>Project Title</b>	Hebron Courthouse Project		
<b>Date of visit:</b>	27- Feb -2018		
<b>Team Members Conducting the Programmatic Visit:</b>	Munther Abdo, Area Engineer Ivan Carmi, Programme Specialist Osama Kattan, Project Manager 		
<b>Location of the visit:</b>	Hebron Courthouse Project - Hebron		
<b>SECTION B: Status of previous recommendations and follow-up actions</b> <i>(List all recommendations from the previous Programmatic visit Report and indicate status of follow-up/action taken)</i>			
Date of Programmatic visit	Section/staff that undertook the visit	Recommendation	Status of implementation
27- Feb -2018	Munther Abdo Ivan Carmi Osama Kattan	Attended a construction technical committee meeting and site visit.	The formation and initiation of the technical committee.
On 25-Feb-2018, the first technical committee meeting took place. The meeting started with a brief site visit and discussion of the work progress, The Deputy Chief Justice (Mr. Mohammad Nubani) welcomed the attendees while emphasizing on the importance of the project and the importance of the Construction Technical Committee. The introduction also included a clarification of active role that the HJC needs to get engaged in with local official bodies to finalize any pending issues. Only UNDP can communicate and guide its contractor.			

<b>SECTION C: REPORTING</b>				
<i>Reporting may be completed while in the field or at the office. Reporting at the office may facilitate any required further data analysis.</i>				
<b>1. Status of activities</b>				
2. Activity (ies)	3. Cumulative Progress on Indicators/Targets (Narrative)	4. Means of Verification (MoV) checked:	5. On track (Y/N)	
Excavation works by the contractor	30% progress	Progress reports	Y	

**6. Constraints/Challenges/Opportunities- (Related to this Project/intervention implementation and achievement of results):**

Land property Issue which is occupied by the PSF.  
The Deputy Chief Justice, Mr. Mohammad Nubani (HJC) committed to solve the land property issue early next week, by providing UNDP with an excavation permit.


School Safety Passageway Issue and hazards.  
The Hebron Municipality engineer explained the situation and the requirements of the Municipality and the school officials. Providing a safe passageway is the sole responsibility of the contractor, the contractor committed to provide a safe passage way within the coming week.

**7. Recommendations/Follow-up/Planned Actions**

The site visit and meeting initiated the CTC regular meetings, follow ups:

CTC Standard Operating Procedure.  
HJC confirmed that the standard operating procedure document will be finalized early next week in coordination with UNDP team.

Assigning a date for the bi- weekly meetings.  
Bi- weekly meeting is proposed to take place the first Wednesday and last Wednesday of the month.

<b>Findings</b>	<b>Recommended action &amp; priority (High, Medium, Low)</b>	<b>By whom</b>	<b>By when</b>
Find a solution to the Land Property Issue which is occupied by the PSF. To enable the contractor to continue with the excavation	High	High judicial council	First week of March 2018
<b>UNDP/PAPP staff Name and Signature:</b>	<b>Osama Kattan</b> 		<b>Date:</b> 27- Feb -2018