

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



### Tracking Sheet (TS)

Subject:	Project Annual Progress Report - 2020			
Project Title	Hebron Courthouse Project			
Award No.: -	00057409	Project No: -	00077024	
<input type="checkbox"/> Project Doc	<input type="checkbox"/> Agreements	<input type="checkbox"/> Annual Work Plan	<input type="checkbox"/> Project Closure	
<input type="checkbox"/> Letters/Memo's	<input type="checkbox"/> Contracts	<input checked="" type="checkbox"/> Progress Report	<input type="checkbox"/> HR	<input type="checkbox"/> Procurement

TITLE	NAME (REQUIRED)	DATE IN	DATE OUT	SIGNATURE
<b>Initiator: Programme / Operations Assistant/Manager/Coordinator</b>	<b>Jiries Awad</b>	22-Apr-2021		<i>J. O.</i>
<b>Programme Analyst (1-5 Days)</b>	<b>Nader Atta</b>	22-Apr-2021		<i>Nader Atta</i>
<b>Assistant Special Representative (1-3 Days)</b>	<b>Sufian Mushasha</b>			<i>Sufian Mushasha</i>
<b>Ops Unit HR / Proc / Finance / Travel</b>				
<b>Business Solutions Service Centre (1-3 days)</b>	<b>Deema Barakat</b>	22-Apr-2021		<i>Deema Barakat</i>
<b>Communications (1-3 days) for Reports &amp; Letters (3-7 days)</b>	<b>Dania Darwish</b>	22-Apr-2021		<i>Dania Darwish</i>
<b>Head of Gaza Office</b>				
<b>Operations and Services Manager (1-2 Days)</b>	<b>Ahmad Al Hammal</b>	23-Apr-2021		<i>Ahmad Al Hammal</i>
<b>DSR (1-2 days)</b>				
<b>SR (1-2 Days)</b>	<b>Yvonne Helle</b>	23-Apr-2021		<i>Helle</i>

**Required by Business Solutions Service Centre**

Agreement Type	IP Type	Vendor #	Implementing Partner (IP) Name in Atlas		
<input type="checkbox"/> LOW <input type="checkbox"/> RPA <input type="checkbox"/> LOA	<input type="checkbox"/> GOVT <input type="checkbox"/> CSO <input type="checkbox"/> NGO				
	For RPA & LOA: Is IP Micro-Assessed (MA)?		AGMT US\$		
	<input type="checkbox"/> YES	MA RATING	Donor Code		
	<input type="checkbox"/> NO	MA Planned Date	Fund Code		

*This tracking sheet is an integral part of the approving process and project record keeping and archiving.*

**Assigned Agreement Serial Number#**

**Remarks:**

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Ref: UNDP/PAL 10/ 77024

Date: 23 April 2021

**Subject: Hebron Courthouse Project – Annual Project Progress Report 2020**

Dear Ms Simpson,

Reference is made to the contribution agreement between Global Affairs Canada and UNDP's Programme of Assistance to the Palestinian People for the Hebron Courthouse Construction Project (GAC Reference Project no. P-000469 (ex Z-020917) Arrangement #500 7056285).

I am pleased to submit herewith the 2020 annual narrative and financial report for the Hebron Courthouse Construction project.

The report summarizes the progress of the project as of 01 January 2020 to 31 December 2020, and provides an overview of the achievements, challenges, lessons learned, financial status and way forward.

I thank the Government of Canada for its contributions to UNDP, and look forward to strengthening our partnership in support of the Palestinian people.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Helle', is positioned above the typed name.

Yvonne Helle  
Special Representative  
of the Administrator  
UNDP/PAPP



Attached: 2020 Annual Project Progress Report – Hebron Courthouse Project

Ms Lydia Simpson  
First Secretary (Justice Sector)  
Global Affairs Canada  
Ramallah



# Construction and Equipping of the Hebron Courthouse Facilities Project

## Project Annual Progress Report - 2020



<b>Reporting Period:</b>	<b>01 January 2020 – 31 December 2020</b>
<b>Project Title:</b>	<b>Construction and Equipping of the Hebron Courthouse Facilities</b>
<b>Administration Agreement End Date:</b>	<b>31 July 2022</b>
<b>Project Budget:</b>	<b>CDN \$32,793,367</b>
<b>Partners:</b>	<p><b>Donor:</b> Global Affairs Canada (GAC) – formerly, the Canadian Department for Foreign Affairs, Trade and Development (DFATD) – and referred to upon signature of Administrative Arrangement (AA) as the Canadian International Development Agency (CIDA)</p> <p><b>Implementing Partner:</b> High Judicial Council (HJC)</p>
<b>Project Number:</b>	<p><b>UNDP Reference:</b> PAL 10 – 00077024</p> <p><b>GAC Reference:</b> P-000469 (ex Z-020917), Arrangement #5007056285</p>



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## Abbreviations

<b>AA</b>	Administrative Arrangement
<b>AAU</b>	AAU Anastas Office (Project Designer)
<b>BoQ</b>	Bills of Quantities
<b>BMS</b>	Building Management System
<b>CAP</b>	UNDP Contract, Asset and Procurement Committee
<b>CIDA</b>	Canadian International Development Agency
<b>CBA</b>	Cost Benefit Analysis
<b>CDG</b>	(Community Development Group), UNDP Architectural Consultant
<b>DFATD</b>	Canadian Department of Foreign Affairs, Trade and Development
<b>EMP</b>	Environmental Management Plan
<b>EQA</b>	Environment Quality Authority (State of Palestine)
<b>FF&amp;E</b>	Furniture, Fixtures and Equipment
<b>GAC</b>	Global Affairs Canada
<b>HJC</b>	High Judicial Council
<b>HQ</b>	UNDP's Headquarters in New York
<b>JDC</b>	Jerusalem Design Centre
<b>JV</b>	Joint Venture
<b>MoPWH</b>	Ministry of Public Works and Housing
<b>NSF</b>	Palestinian National Security Forces
<b>JSC</b>	Hebron Municipality Joint Service Council
<b>RFP</b>	Request for Proposals
<b>PSC</b>	Project Steering Committee
<b>PIU</b>	UNDP Project Implementation Unit
<b>CTC</b>	Project Construction Technical Committee
<b>TOR</b>	Terms of Reference
<b>UNDP/PAPP</b>	United Nations Development Programme/ Programme of Assistance to the Palestinian People
<b>UNOPS</b>	United Nations Office for Project Services
<b>ILO</b>	The International Labour Organization - United Nations Agency
<b>LCCA</b>	Life Cycle Cost Analysis

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**VRF** Variable Refrigerated Flow - Air conditioning system used in the project which depends on the VRF



## Executive Summary

This report provides updates related to the progress of the Hebron Courthouse project for the period 01 January 2020 to 31 December 2020.

Although 2020 was a challenging year for the project due to the COVID-19 pandemic and the lockdown imposed in the West Bank and Hebron, however good progress was achieved at the site. In 2020, skeleton works were completed and finishing works achieved impressive millstones including finishing stone cladding and installing a significant portion of the Aluminium window frames. By the end of December 2020, the completion rate for construction works reached 80.45%.

The stoppage period during 2020 due to the lockdown and the difficulties faced by the contractor increased the project delay period. Thus, the project hand over date was moved from the end of 2020 to August 2021.

On 05 November 2020, a project steering committee meeting was held. The committee received a briefing on the project status and current challenges and accordingly approved a new project schedule with an estimated hand over date in August 2021.

The delay caused by the pandemic, in addition to the previous delay during the beginning of the construction phase, resulted in a larger financial burden on the project budget. Accordingly, during 2020, GAC and UNDP agreed on a new project budget that considers all the changes and delays that took place in the project so far. The updated budget set a new baseline for project financial status and reporting.

Moreover, in 2020 good progress was achieved regarding the furniture and equipment packages (FF&E). Four packages are already tendered in the local market while another three are expected to be tendered during January and February of 2021. This is an addition to the photovoltaic solar panels package which is expected to be tendered in the first quarter of 2021.

During 2020, design changes were introduced into some elements of the project, most of the changes were requested by the HJC, others were required to upgrade some elements in the project or facilitate works at the site.

In addition to the pandemic, new challenges were raised for the project during the last quarter of 2020, especially with Hebron Municipality. The Municipality was reluctant to assume its responsibilities in connecting the court with the municipal services, especially the sewage network connection and asphaltting the south side road.

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In summary, the main events/activities performed during 2020 were:

1. The skeleton works and stone cladding works are completed. Progress continues with finishing works.
2. Activities at the site stopped on 22 March 2020 following the COVID-19 outbreak. Works at site were only fully resumed in June 2020.
3. In March 2020, UNDP and the contractor were able to finalize all pending variations and claims related to skeleton works. The contractor claims for the stoppage period and the COVID-19 stoppage is still pending.
4. GAC gave their approval on the updated budget proposal that was submitted by UNDP.
5. UNDP gave the contractor a four months no-cost extension up to 08 March 2020 because of the pandemic.
6. A project steering committee (PSC) was held on 05 November 2020. The PSC approved a new substantial hand over date for the project up to August 2021.

**Background**

An Administrative Arrangement (AA) was signed between the Canadian International Development Agency (CIDA) - official name changed later to Canadian Department of Foreign Affairs, Trade and Development – DFATD- “Donor” and UNDP, on 03 March 2011, for a total value of (CAD \$27,024,281). Under this AA, UNDP acts as the executing/implementing agency, while the project owner is the High Judicial Council (HJC). The AA aimed to provide improved service delivery to the Palestinian people through the construction of the Ramallah Courthouse Complex (Palace of Justice), to symbolize and support Palestinian state building, where the administration of justice would be strengthened and modernized.

On 25 June 2014, the project was re-scoped. Due to the re-scoping, responsibility for the design and construction of the Hebron Courthouse was transferred to UNDP from the Palestinian Economic Council for Development and Reconstruction (PECDAR), as it was decided not to proceed with the design and construction of the Ramallah Courts Complex. The project re-scoping included the following:

- UNDP was tasked with the design and construction of the Hebron Courthouse.
- Canada would no longer fund the design and construction of the Ramallah Courthouse Complex.
- Procurement of the furniture, fixtures, and equipment (FF&E) for the Hebron Courthouse facilities.
- DFATD increased its contribution to the project to a total value of CAD \$32,793,367 Canadian Dollars.

The new Hebron Courthouse facility will house the First Instance, Magistrate and Appeal courts, as well as a facility for the Public Prosecution and the Judicial Police with a gross floor area of approximately 16,170 square meters.



On 08 September 2017, amendment No. 2 of the administrative arrangement between UNDP and DFATD was signed covering:

- The project timeline was extended from 31 December 2018 to end on 31 July 2022.
- The construction budget was reduced from US\$16,250,000 to US\$16,137,645.33.
- The FF&E budget was reduced from US\$2,887,500 to read US\$1,750,000.
- The management and quality assurance budget lines were increased to accommodate for the time extension.

In as much, the project goal remains the same, which is to enhance the ability of the Palestinian government to dispense rule of law in an efficient and effective manner based on the following outcome and output:

- **Outcome:** Rule of law and access to justice enhanced.
- **Output:** Hebron Courthouse facility built and equipped to meet international courthouse architectural design best practices.

#### Key Events and Activities During the Year 2020

No	Activity Description	Activity Date
1	A meeting between GAC and UNDP took place in GAC office in Ramallah. The meeting discussed the UNDP proposed budget and the current project delay. It was agreed during the meeting that GAC planning engineer, UNDP project manager and contractor planning engineer to meet and finalize the project schedule as all parties agreed there is a project delay.	14 January 2020
2	The contractor sent a letter to UNDP requesting conciliation as per the contract general conditions for his claim on the stoppage period from February to August 2018.	16 January 2020
3	A meeting between UNDP project manager, UNDP head of procurement and a third-party structural expert took place at the UNDP office in Jerusalem. The meeting discussed the project designer (AAU) liability on the structural changes that took place as a result of the design review implemented in early 2019.	20 January 2020
4	Palestinian Environment Quality Authority (EQA) visited the site and inspected the site facilities. EQA gave the contractor some comments to comply with.	03 February 2020
5	The Palestinian Civil Defence visited and inspected the site and the site emergency preparedness, checked the drawings, and discussed with the site team and the contractor the arrangement for the firefighting system in the archive and server rooms.	19 February 2020
6	A meeting took place in the HJC premises in Ramallah between UNDP Project Manager and UNDP Electrical Engineer with the HJC team including all HJC concerned personnel for the Furniture, Fixtures and Equipment (FF&E) packages for the Hebron Courthouse project. During this meeting, UNDP Project Manager explained to HJC team the available	02 March 2020

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	design for Hebron Courthouse (FF&E), in return the HJC team requested additions to be included in the FF&E packages.	
7	Eng. Amjad Ebeido from Hebron Municipality visited the site and met with UNDP Project Manager, Eng. Samer Hamdan (HJC) and the contractor to discuss the road situation at the south side of the project. Eng. Amjad requested that a special pedestrian sidewalk be opened, and the road be laid with a good basecourse layer. The contractor agreed to implement as per Hebron Municipality requirements.	03 March 2020
8	UNDP Project Manager and Eng. Samer Hamadan (HJC) visited Tulkarem Courthouse to check the furniture used there, since it has the same specifications as the one mentioned in the design documents available for Hebron Courthouse. The visit aimed also to hear from the direct users of the furniture and hear lessons learned.  Following the visit Eng. Samer requested from UNDP to use the furniture specifications available with the HJC (locally made furniture - used in other Courthouses) instead of the specifications UNDP currently has for Hebron Courthouse.	05 March 2020
9	Movement restrictions were imposed on the West Bank following the COVID-19 cases in the Bethlehem governorate. The project was affected by these restrictions. For example, some workers and the UNDP Project Manager could not reach the site. However, works continued at the site.	06 March 2020
10	The contractor sent to UNDP legal department a letter stating that they do not agree to the UNDP legal department proposal to contact The Secretary General of the Permanent Court of Arbitration (PCA) in the Hague, Netherlands to appoint a conciliator. At the same time, the Contractor still agreed to resolve the dispute according to the UNICITRAL conciliation rules.	11 March 2020
11	A letter was sent to the Project Designer (AAU) updating him on the status of the current UNDP claim against them for incurred financial damages due to AAU request to terminate their contract. The letter included the financial damages incurred due to the structural review the designer performed on the project structural drawings. The letter again asked AAU to hand over the documents in his possession which they did not hand over yet to UNDP.	12 March 2020
12	UNDP held an emergency training for all staff in preparation for working under movement restrictions in case a general curfew was adopted because of the COVID-19 outbreak.	19 March 2020
13	UNDP legal department sent a letter to the contractor regarding the conciliation process related to their stoppage claim. UNDP legal department informed the contractor that since he did not agree to the PCA, acting as appointing authority for the conciliators, UNDP proposes as an alternative that the conciliator is appointed by the International Chamber of Commerce ("ICC").	19 March 2020
14	22 March was the last working day at the site. The Palestinian Prime Minister announced a general lockdown on the West Bank due to the COVID-19 outbreak. The contractor has secured the site, increased the number of surveillance cameras, and hired another guard. UNDP site team were given access to the CCTV cameras.	22 March 2020

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15	HJC sent a letter to the Hebron Governor requesting him to secure a patrol to guard the Hebron courthouse project since the project has a significant amount of equipment on site.	25 March 2020
16	A two-month suspension letter was sent to the contractor considering the COVID-19 outbreak and the movement restrictions applied on the West Bank. The suspension aims to make sure the health and safety of all UNDP, contractor staff and workforce are paramount and come first in this current global crisis. GAC were informed of this letter on the same day.	27 March 2020
17	The contractor sent UNDP a letter considering the lockdown a Force Majeure. The Contractor stated that he will not be responsible for any delay or losses due to this force majeure. The contractor also rejected the suspension sent by UNDP and claimed that the current situation represents a clear force majeure and requested to apply the contract force majeure clause instead of the suspension.	27 March 2020
18	HJC sent UNDP Project Manager a list of specifications for the readymade furniture to be used in the Hebron Courthouse project.	05 April 2020
19	The contractor sent a letter to UNDP rejecting the suspension letter sent by UNDP and claiming that the current situation represents a clear Force Majeure.	06 April 2020
20	UNDP sent two letters to Hebron and Bethlehem Governors requesting clearance for UNDP staff to move to and from the Hebron Courthouse Project. UNDP received verbal approval on the two requests.	27 April 2020
21	Hebron Governorate gave the contractor verbal approval on resuming works at the site with a limited number of workers (20-25 only) per day.	28 April 2020
22	A letter was received by UNDP from the HJC. The letter informed UNDP of the appointment of Eng. Jamal Abu Eid as the new project coordinator from HJC's side replacing Eng. Samer Hamdan.	03 May 2020
23	A virtual meeting with GAC and UNDP senior management was held. The current delay in the project and the associated financial impact on the project were discussed. During this meeting, it was agreed that UNDP will submit a comprehensive analysis of the project's current situation and the COVID-19 stoppage effect with anticipated scenarios for the future.	27 May 2020
24	UNDP sent the contractor an official letter informing him to resume works at site with full workforce capacity.	31 May 2020
25	Chief Judge Yasmin Jarad Head of Hebron Governorate Courts visited the site with a delegation from HJC. The Chief Judge requested her team to check with UNDP the possibility of introducing changes in the registries (notaries areas) on the ground and first floors.	10 June 2020
26	A comprehensive report was sent to GAC on possible future project scenarios following the work stoppage and interruption. The report included an updated project budget to be considered by GAC.	10 June 2020
27	HJC sent an official request to UNDP to do some changes in the use of rooms, partitions, and furniture in the registries area on the ground and	13 June 2020

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	first floors. The changes aim to increase the filling areas in the different registries.	
28	A meeting between UNDP Special Representative of the Administrator, and GAC Head of mission took place in Jerusalem. The meeting discussed the progress of the project and challenges.	02 July 2020
29	Works were resumed at site after the work stoppage period, which was imposed due a general lock down by the Palestinian government after the COVID-19 surge in Hebron.	14 July 2020
30	A claim for the stoppage period during March, April and May was received from the contractor. The contractor considered the stoppage period as a Force Majeure.	18 July 2020
31	Last slab cast at roof slab on part C. Major skeleton works are almost completed by casting this slab.	20 July 2020
32	The civil defence inspector visited the site and conducted a walk through. The civil defence inspector had a meeting with UNDP site team after the site inspection. The civil defence requested to change the fire alarm cable to a fire redundant cable type after the site inspection.	19 Aug. 2020
33	Palestinian Labour Union conducted a workshop for all labourers at site on Health and Safety procedures especially during the pandemic.	02 Sept. 2020
34	The General Prosecution Office informed UNDP officially that their project coordinator Eng. Taha Alwahash was replaced by Eng. Feras Mahamid.	02 Sept. 2020
35	The HJC Head of the Financial and Administration department visited the site. Also Eng. Amjad Ebido from Hebron Municipality visited the site. A meeting between the HJC, UNDP and Hebron Municipality took place where it was discussed that Hebron municipality provides the Court with the required services including sewage, water and electricity, and the need to implement the sidewalks around the building.	07 Sept. 2020
36	HJC (as the owner of the project) sent three letters to Hebron Municipality, requesting them to connect the three main services (Water, Sewage and Electricity) to the project as soon as possible.	13 Sept. 2020
37	GAC sent to UNDP their initial agreement on the updated budget proposal which was sent earlier. The new budget considers all the changes and delays that took place so far. Also, it included all the furniture packages except for the photovoltaic solar package which will be kept for future consideration.	16 Sept. 2020
38	HJC sent UNDP an email requesting to change the specifications and quantities for the metal shelves in all the registry areas. The HJC change request came due to current experience with the metal shelves used in the courts. HJC requested a more sturdy and costly shelf to be used instead of the ones specified by UNDP.	07 October 2020
39	A reminder letter was sent to AAU with an update of the financial value of the damages incurred thus far to the project due to AAU design changes and to remind him to hand over all the documents still in his possession.	09 October 2020

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40	The AAU lawyer sent UNDP an email claiming that AAU has handed over all the required documents for the design. Also, AAU lawyer rejected UNDP's claim for the damages caused to the project by his client (AAU) which were explained in the UNDP letter sent to him on 09 October 2020.	28 October 2020
41	A Virtual Project Steering Committee (PSC) meeting was held. During this meeting, the following was adopted by the committee in relation to the Hebron courthouse project: <ol style="list-style-type: none"> <li>1. The continuation of current and next project stages – Finishing works, Commissioning, and Handover of site were adopted.</li> <li>2. The project estimated new handover and commissioning schedule, which should be finalized by August 2020, was adopted.</li> <li>3. HJC to coordinate with Hebron Municipality to ensure the connection of the new courthouse with all required services including electricity, water, sewage, and telecommunication lines and networks.</li> <li>4. HJC to coordinate with Hebron Municipality the asphaltting of roads and installation of sidewalks on the south side of the courthouse.</li> </ol> HJC to ensure the availability of the required experts no later than 01 January 2021 to be ready to participate in the commissioning process of all the systems that will be operational in the court.	05 November 2020
42	GAC Head of Mission (HoM) Ms Robin Wettlaufer, visited the site and conducted a walk through. The HoM also received a briefing from the UNDP Project Manager on the project progress and the challenges currently faced.	10 November 2020
43	The contractor started working on the sewage line at the southern road which should have been done by Hebron Municipality. The sewage line, with a total length of 113 linear meters, is a variation order for the contractor for the excavation and labour work. The contractor requested about US\$18,000 to implement this variation.	11 November 2020
44	UNDP Operations Manager and UNDP Head of Procurement had a meeting with the contractor at UNDP office in Ramallah to discuss the contractor claim for the stoppage period between February and September 2018. During this meeting, it was agreed with the contractor to settle the contractor claim for US\$300,000.	18 November 2020
45	Contractor signed the contract amendment No.2 allowing for a time extension of four months. The official hand over date for the project is 07 March 2021.	23 November 2020
46	HJC requested from UNDP to add two computer servers on the IT equipment furniture package. HJC informed UNDP that those two servers will serve Hebron courthouse and those are on the top priority list for the HJC.	29 November 2020
47	Eng. Firas Mahamid, the Prosecution team project coordinator sent an Email to UNDP project manager requesting to add a server on the IT furniture package.	08 December 2020
48	UNDP sent an email to the HJC reminding them of the importance of recruiting the required specialists as per the latest project steering committee meeting agreements, to allow those specialists to participate in the project commissioning and later be responsible for the facility operation.	11 December 2020



49	Three of the Courthouse furniture packages were released into the local market including mobile metal and wooden furniture and chairs and seating package.	15 December 2020
50	A meeting between UNDP head of Procurement and UNDP Project Manager with the Engineering Association took place in Ramallah in the Engineering Association office. UNDP team met with the Association Head and discussed the steps that need to be taken to pressure AAU to hand over the required documents to UNDP.	22 December 2020
51	Contractor sent an email to UNDP informing them that he will not be able to sign the settlement agreement for his claim No.1 due to a dispute on the US Dollar exchange rate differences which he claimed was not finalized during the last meeting.	29 December 2020

### **Work Stoppage due to Coronavirus Pandemic and Project New Schedule**

During the three last quarters of 2020, works at the site were either inconsistent or fully stopped due to the restrictions and general lockdown imposed by the Palestinian government on the West Bank because of the COVID-19 pandemic. Work interruptions are expected to continue through the first half of 2021.

The COVID-19 pandemic, and the delay that was caused by the contractor during 2019, made it inevitable but to adopt a new schedule for the project and new commissioning and hand over dates.

As such, and as illustrated below, a new timeline (schedule) for the project was adopted in the Project Steering Committees' tenth meeting held on 05 November 2020. The project substantial hand over date is expected to be at the end of August 2021 where the court will be fully furnished and 100% functional.

The new timeline dates and end of milestones are only achievable in case no further lockdowns are imposed on the West Bank or Hebron governorate specifically, and no further substantive work stoppages occur due to any other reasons.

It should be noted that contractually, the contractor, and as per the time extension granted to him from UNDP, should hand over the project on 07 March 2021.

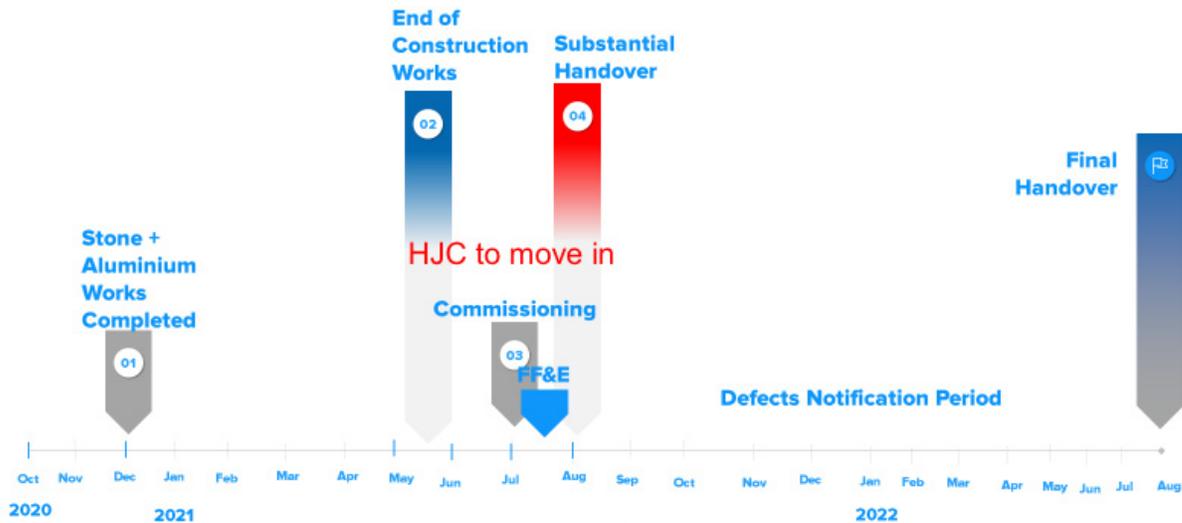


Figure 1: Project new timeline.

- Final commissioning, testing, and training will take place between the end of May 2021 and the end of July 2021, which would be the project substantial handover date (from the construction contractor) to the HJC.
- Supplying and fixing furniture, fixtures, and equipment (FF&E), including the Solar Photovoltaic panels, will go in parallel with the commissioning process and will be completed as well by the end of July 2021.
- Defects Liability Period (DLP) will extend from the end of August 2021 to August 2022 (one-year DNP as per construction contract).

### End of Construction Works and Courthouse Commissioning

To achieve the above-mentioned schedule, construction works should be completed by the end of May 2021. UNDP site team is working and pushing the contractor to achieve this. UNDP site team are deeply involved in planning the remaining activities and having the required resources to complete those activities on time. This is still achievable up to the end of 2020 and hopefully, there will be no further substantive work stoppages.

In February 2021, UNDP site team worked with the contractor team on preparing a detailed testing, training, and commissioning plan for all the systems in the court. The commissioning plan will be shared with all the stakeholders for review and comments.



It should be noted that the commissioning process will include the below systems, based on the following expected durations and dates:

<b>System</b>	<b>Commissioning Duration</b>	<b>Training Duration</b>	<b>Personal to be trained</b>
<b>Civil Systems</b>			
Expected period for commissioning and training <sup>1</sup>	03 - 17 May 2021	03 – 10 May 2021	
Aluminium works including motorized window system	1 week	1 week	HJC and Prosecution technicians and operational team
Doors' hardware including master key system	1 week		HJC, Prosecution and Police operational teams
Total commissioning and training duration	2 weeks	1 week	
<b>Mechanical Systems</b>			
Expected period for commissioning and training <sup>1</sup>	03 May - 28 June 2021	31 May - 12 July 2021	
HVAC (Heating, Ventilation and Air Conditioning system) System and VRF (Variable Refrigerant Flow system)	4 weeks	2 weeks	HJC and Prosecution technicians and operational team
Ventilation System	3 weeks	1 week	
Fire Fighting system including fire pumps and FM200 system	2 weeks	1 week	
Building Management System (BMS)	3 weeks	1 week	
Plumbing system including cold and hot water system	1 week	1 week	
Irrigation System	1 week		
Elevators	1 week		

<sup>1</sup> The start dates may shift based on the commissioning process requirements.



Total commissioning and training duration	8 weeks (some commissioning activities will be done in parallel)	6 weeks	
<b>Electrical and Low Voltage Systems</b>			
Expected period for commissioning and training <sup>2</sup>	03 May - 28 June 2021	21 May - 02 August 2021	
Generators	1 week	1 week	HJC and Prosecution technicians and operational team
Uninterruptible Power Supply System (UPS)	1 week		
Main Electrical Distribution Boards (MDBs)	1 week		
KNX (light control system)	1 week	3 days	HJC and Prosecution technicians and operational team
Data switches (networks) and IP (Voice over Internet Protocol) Telephone system	2 weeks	1 week	
Main monitoring System (Milestone)	1 week	1 week	HJC, Prosecution and Police
Closed circuit television system (CCTV)	2 weeks		
Fire Alarm system including FM200 and sky dome	2 weeks	1 week	HJC and Prosecution technicians and operational team
Voice evacuation and public address	1 week		
Access control and intrusion system	1 week		
Audio visual system	2 weeks	1 week	HJC and Prosecution technicians and operational team
Entrance security system (metal detection)	1 week	2 days	HJC and Police

<sup>2</sup> The start dates may shift based on the commissioning process requirements.

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Total commissioning and training duration	8 weeks (some commissioning activities will be done in parallel)	6 weeks	
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UNDP suggested in the last Project Steering Committee (PSC) meeting to conduct the first commissioning committee meeting on 29 March 2021 to approve the commissioning plan and prepare for the commissioning activities which are expected to start on 03 May 2021.

Accordingly, UNDP requested that all crews with the different stakeholders be ready and available starting from mid-March 2021. This is essential as they would be requested first to review and approve the commissioning plan and later to participate effectively in the commissioning process.

It should be noted that the HJC and the Prosecution operational team presence from Mid-March 2021 is indispensable for the success of the commissioning process, while the Judicial police and the Police presence could wait up to the beginning of May 2021, given that they participate in the first commissioning committee meeting scheduled on 29 March 2021.

UNDP requested in the last PSC meeting that the HJC should engage the above engineers and technical staff starting from the beginning of 2021. This will enable them to observe the proper installation of the building systems and understand the operational requirements, which will also be essential background knowledge during the commissioning process.

It is important to emphasize that while the commissioning team's first meeting will not be until 29 March 2021, the HJC and Prosecution operational teams need to be ready earlier than that. UNDP suggests that they should be available by end of January 2021. UNDP knows that the recruitment process for an Electrical Engineer and a Mechanical Engineer is ongoing in the HJC, and hopefully they will be onboard as soon as possible.



## Project Staff

During the reporting period, all project staff continued to work on the project as per the below project organigram:

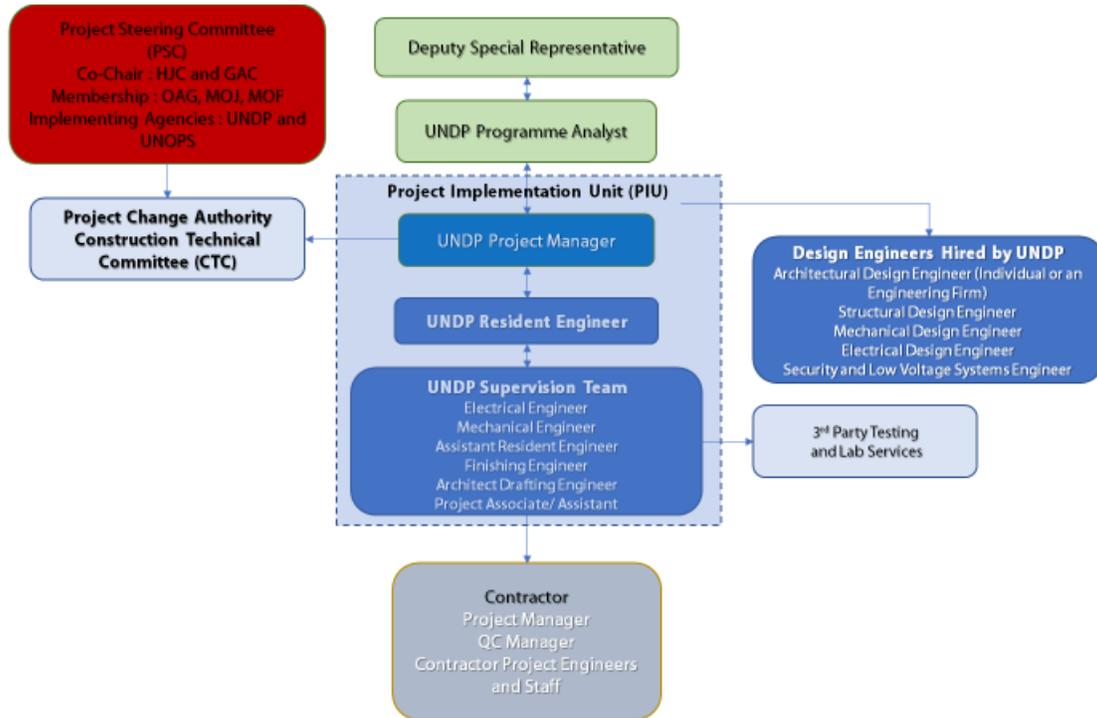


Figure 2: Project organigram

## Design and Procurement

### Design

In 2020 there were a lot of design changes that were discussed and adopted during the Construction Technical Committee (CTC) meetings. Most of these changes were requested by the HJC, others by Hebron Municipality, and some were adopted to facilitate works at the site.

Some of the changes that were adopted during 2020 are mentioned below:

- After agreeing to reduce the floor height in 2019, and changing the staircases arrangement, during the first two months of 2020 the stair handrail was discussed in the CTC meetings. A metal handrail in all staircases was agreed to be used instead of the concrete wall mentioned in the original design.

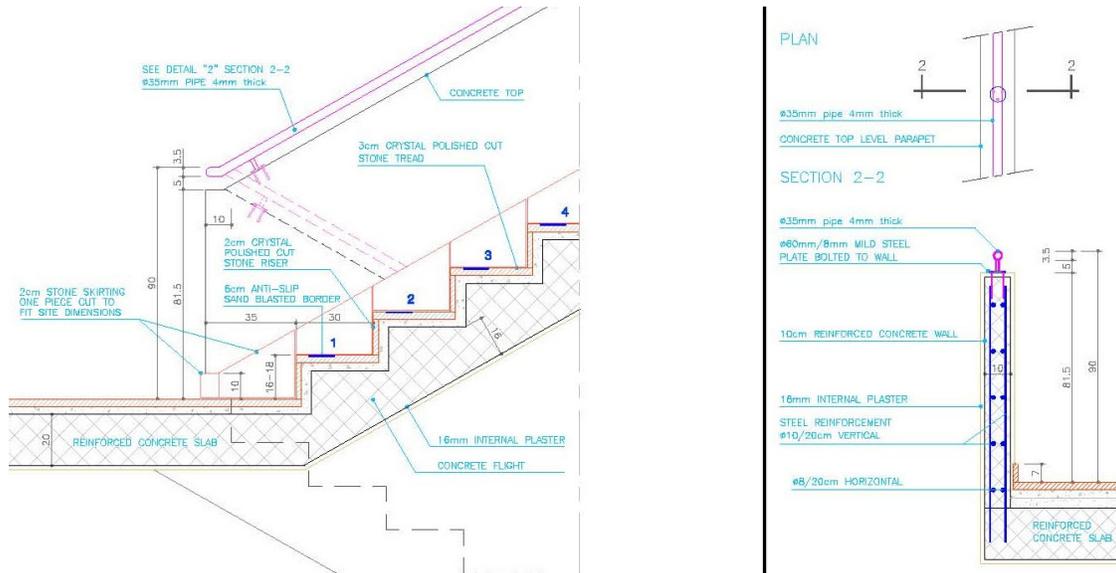


Figure 3: Original staircases handrail design

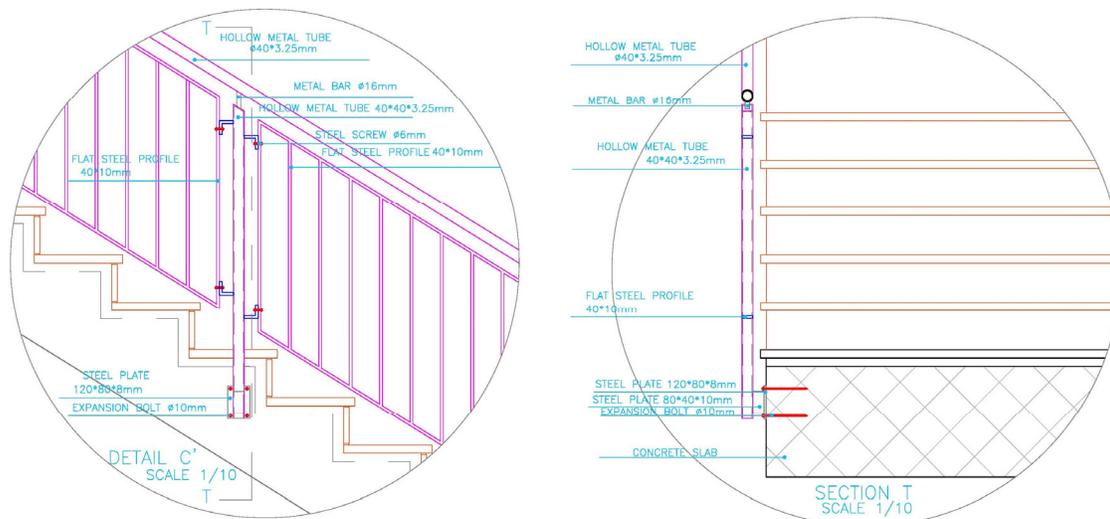


Figure 4: New agreed metal handrail design for all staircases

- During a visit on 25 February 2020, Mr Roman Mychajlowycz (GAC International Monitor) requested to change the design of the third-floor judges' corridor to make the first instance courts judges elevated platform accessible for wheelchairs.
- During April, May, and June 2020, the HJC conducted several site visits and meetings with the UNDP site team. During these visits and meetings, HJC requested some changes in the furniture layouts, room uses, and floor finishing, as follow:

- Increasing the number of seating benches in the courts.
- HJC requested also to increase the daily filing area in rooms (0-36), (0-30), (0-17), (0-10), also change room (0-23) from head of traffic office into an open daily filing area, as shown in the figures below.
- On the first floor, HJC requested to replace the family room (1-44) with an accessible Judge office, while the Judge office (1-41) was changed into a filing room. Additionally, more filing area replacing the working space requested in the enforcement registry room (1-38).
- The same was requested in room (1-66) where more filing area was added instead of a working space.
- In Basements -2 and -1 HJC requested to change the floor finish from concrete finish into Terrazzo tile finish. HJC requested this change based on their experience in dealing with concrete floor finish and that it could not be 100% levelled as per the Terrazzo tile. This change was also discussed in a CTC meeting and agreed by all parties.
- It should be noted that HJC requested to cover the generator room, since in the original design it is roofless. This request is being studied by the UNDP team.

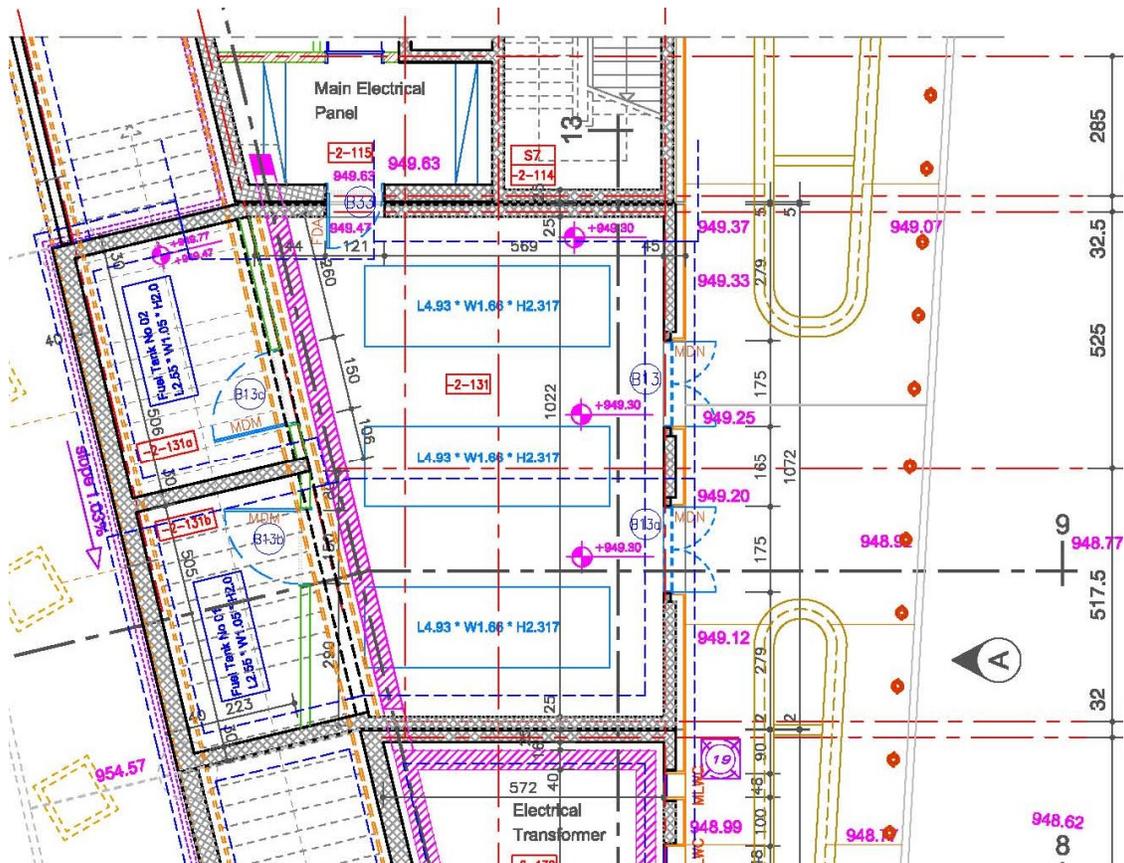


Figure 5: Original roofless generator room design

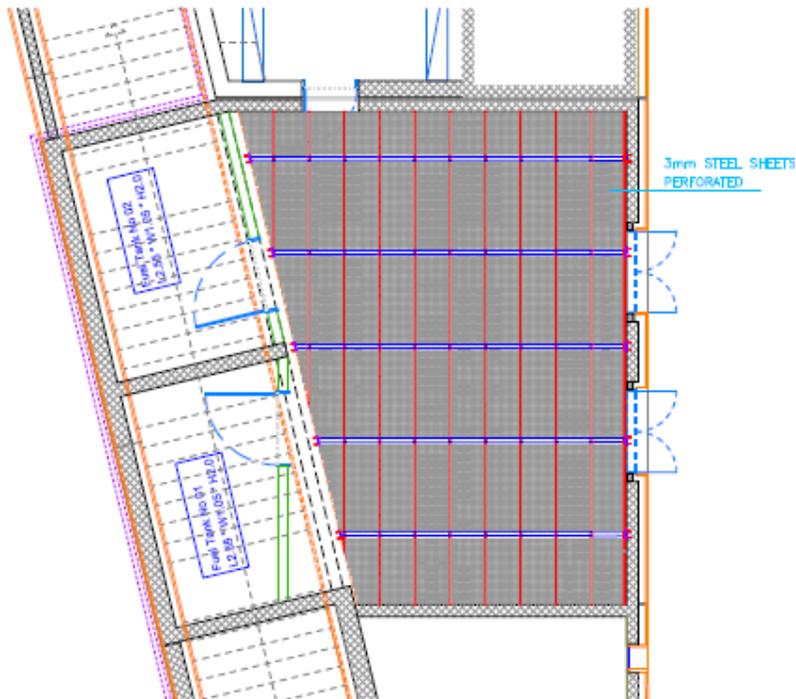


Figure 6: HJC proposed request to cover the generator room with metal grating

- On 07 September 2020, Hebron Municipality Engineer (Eng. Amjad Ebido) visited the site and had a meeting with the HJC. During this meeting, Hebron Municipality requested UNDP and HJC to reduce the sidewalk width on the west side of the project to increase the main road width.
- During September 2020, Arch. Anton Stephan, UNDP Architectural Consultant, visited the site on many occasions to follow up on the stonework. During his visits, Arch. Anton studied the parapet wall cover detail and the windowsills detail. Arch. Anton, and in consultation with UNDP site team and the contractor, suggested to reduce the possibility of rainwater leakage behind the stone from the top of the parapet wall by modifying the parapet stone detail.
- Arch. Anton also investigated the detail of the windows based on the contractor's request, as the original design was very difficult to implement correctly at site. Thus, the windowsill detail was slightly modified at site to match the parapet stone detail and to be possible to implement correctly at site.



## Procurement and Furniture, Fixtures and Equipment (FF&E)

In 2020, the procurement process for the Furniture, Fixtures and Equipment (FF&E) packages was initiated. The first package for the custom-made wooden furniture was released in the local market in July 2020, and a contract was signed with a local manufacturer and supplier (Italian for General Trading Co.) in August 2020. The delivery date for this package is expected to be in March 2021.

Another three packages for wooden and metal mobile furniture and kitchen furniture are expected to be signed with a local supplier during January and February of 2021, while the other three packages for the IT equipment and the signs are expected to be released during February in the local market as well.

It should be noted that all packages were/will be reviewed and signed by HJC and Prosecution before tendering to make sure the FF&E are fully meeting their demands and operational needs. The Photovoltaic solar panels' arrangement on the roof was approved by the Palestinian Civil Defence as required before proceeding with the package design.

As previously reported, and due to the project size, complexity, and diversity of the Furniture, Fixtures and Equipment (FF&E) required to prepare the court to be fully operational, UNDP split the (FF&E) packages into nine main packages:

Package Number	Package Name	FF&E Bill Number/s	Delivery Required Date	Status	Estimated Value
1	Custom made wooden furniture package	Bill 1	Mar-21	Signed with supplier	\$ 153,120.00 <sup>3</sup>
2	Metal furniture and accessories package	Bill 2,5 and 6	Mar-21	Issued in local market	\$ 170,000.00
3	Ready-made wooden furniture package	Bill 3	Mar-21	Issued in local market	\$ 170,000.00
4	Seating, benches, and chairs package	Bill 4	Mar-21	Issued in local market	\$ 200,000.00
5	IT, printers, monitors, security equipment, and computers package	Bill 10, 11 for security	Apr-21	Sent to HJC	\$ 540,000.00
6	Signs and information placards package	Bill 12	Apr-21	Sent to HJC	\$ 145,000.00
7	Kitchen equipment furniture package	Bill 7 and Bill 8	Mar-21	Issued in local market	\$ 51,000.00
8	Queuing system, video conference and digital signage package	Bill 9	Mar-21	Issued in local market	\$ 145,000.00

<sup>3</sup> Value are known and not estimated



9	Roof photovoltaic solar panels package	Bill 13	May-21	Design stage	\$ 220,000.00 <sup>4</sup>
	Flag poles at entrance				\$ 45,000.00
<b>Total Estimated Value</b>					\$ 1,839,120.00

## Connecting the New Court Facilities to Municipality and Communication Services

With the completion of the skeleton works, and as the finishing work stage is advancing, the new court facilities need to be connected to the municipal and communication services. These include:

- Providing the court with electricity services up to 2000 Amp.
- Connecting the perimeter light poles with the municipality road lights network.
- Connecting the court to the potable water network with a 2-inch line.
- Connecting the court with the sewage water drainage network.
- Building the necessary sidewalks along the school side. It is also important that the municipality does the asphalt works on the lower road which is on the south side of the project.
- Finally, it is necessary to connect the court with a special fibre network line from the telecommunication company.

It should be noted that on 13 September 2020, HJC sent three letters to the Hebron Municipality to connect the court with the electricity, water, and sewage services. The HJC is also coordinating with the telecommunication company.

Without finalizing the connections of these important services, the commissioning of the court will be delayed. Unfortunately, Hebron Municipality did not show commitment to their responsibilities in providing those connections till date.

For example, for the sewage draining connection, it was agreed with Hebron Municipality that the project will do 60 linear meters (which are also the Municipality's responsibility) of the sewage line and they will do the rest. Unfortunately, this did not happen, and the project has ended up doing 113 linear meters of the line.

The project has also supplied some of the materials that the municipality should have supplied. For asphaltting the south side road, and till date, the Municipality did not respond positively to the HJC and the project request to do the asphalt for the part of the road that the Municipality has previously excavated. Instead, the Municipality requested that the project does the asphalt for the whole road.

<sup>4</sup> This is part of construction works budget and not FF&E budget.

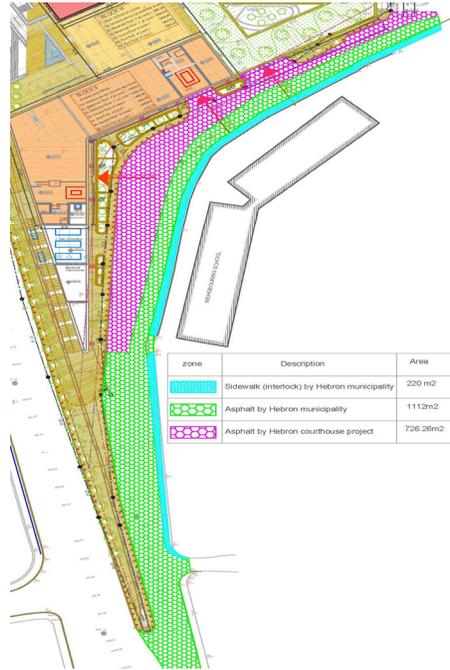


Figure 7: Area highlighted in green of the south side road should be asphalted by Hebron Municipality.

## Construction

During 2020, construction works at the site were heavily affected by the work interruptions that happened because of the COVID-19 pandemic and the related lockdowns and movement restrictions.

Nevertheless, the project continued to progress. A good portion of the construction activities were completed during 2020, mainly the skeleton works and stone cladding and pointing. The aluminium windows installation is well underway in Block 1 and completed in Block 2.

Mechanical and electrical works are also ongoing on all floors of the project even if there was a noticeable delay in those activities, mainly due to the pandemic and the infection among some of the electrical technicians.



The table below shows a summary of the progress during the year 2020:

<p><b>Block 1 (Project Critical Path)</b></p> <ul style="list-style-type: none"> <li>• Skeleton works completed.</li> <li>• Block and plastering work completed.</li> <li>• Stone works completed.</li> <li>• Mechanical and electrical works ongoing on all floors.</li> <li>• Painting works ongoing up to the third floor.</li> <li>• False ceiling works ongoing up to third floor.</li> <li>• Aluminium windows installation ongoing.</li> <li>• Elevators' installation works ongoing.</li> </ul>	<p><b>Block 2</b></p> <ul style="list-style-type: none"> <li>• Skeleton works completed.</li> <li>• Stone works completed.</li> <li>• Aluminium windows installation completed.</li> <li>• False ceiling works ongoing.</li> <li>• Painting works ongoing.</li> <li>• Mechanical and electrical works second fix completed.</li> </ul>
<p><b>Block 3</b></p>	<p><b>Block 4</b></p>
<ul style="list-style-type: none"> <li>• Skeleton works completed.</li> <li>• Stone works completed.</li> </ul>	<ul style="list-style-type: none"> <li>• Plastering work completed.</li> <li>• Soil filling at roof completed.</li> <li>• Drainage works in the ground completed.</li> </ul>

### Project Construction Technical Committee

The CTC is headed by HJC (currently Eng. Jamal Abu Eid) who is the technical change authority in the project. It has proven to be a very efficient and effective tool to keep all project stakeholders involved and aware of the project developments and participate in the decision-making processes. The participating stakeholders of the CTC are UNDP, GAC, HJC, UNOPS, AGO, Hebron Municipality and the Judicial Police.

The Project Construction Technical Committee (CTC) conducted a total of thirteen (13) on site and virtual meetings during the year 2020.

The CTC meetings were good occasions to discuss the changes requested by the HJC or other parties, and to benefit from the experience each stakeholder could provide. In general, the following topics were discussed during 2020 CTC meetings:

- ✓ Health and safety.
- ✓ Site progress.
- ✓ Modifications requested by HJC on floor plans, changes were discussed and approved.
- ✓ Contractor material /equipment submittals status.
- ✓ Value engineering proposals.

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- ✓ Contractor submitted claim and other variations.
- ✓ Project Furniture, Fixtures and Equipment's packages status.
- ✓ EQA and Civil Defence visits to the site.
- ✓ Project status during the lockdown.
- ✓ Ongoing office work during the lockdown.
- ✓ Submittal's status and updating submittals log.
- ✓ Changes requested by HJC on rooms' use and furniture layouts.
- ✓ Project schedule.
- ✓ General issues.

**Project Steering Committee**

The Project Steering Committee (PSC), co-chaired by HJC and GAC, represents the highest body within the governance structure of the project. The PSC conducted one virtual meeting during the year 2020.

During this meeting, the following was adopted by the committee in relation to the Hebron courthouse project:

1. The continuation of current and next project stages – Finishing works, Commissioning, and Handover of site was adopted.
2. The project estimated new handover and commissioning schedule, which should be finalized by August 2021, was adopted.
3. HJC to coordinate with Hebron Municipality to ensure the connection of the new courthouse with all required services including electricity, water, sewage, and telecommunication lines and networks.
4. HJC to coordinate with Hebron Municipality the asphaltting of roads and installation of sidewalks on the south side of the courthouse.
5. HJC to ensure the availability of the required experts no later than 01 January 2021 to be ready to participate in the commissioning process of all the systems that will be operational in the court.

It should be noted, and as mentioned hereinbefore, despite the above outcomes of the PSC, in which Hebron Municipality is a member of the committee, unfortunately, Hebron Municipality was reluctant to provide the required services especially asphaltting the south side road and doing the sewage drainage connection.

It is important to highlight once again the importance for HJC to provide the required engineering expertise to operate the court facilities. The project will benefit from the above-mentioned expertise starting from the beginning of 2021, and in cooperation with them, to develop the training, commissioning, and testing plans for the new court.



## Approved New Project Budget and Administrative Arrangement Third Amendment

On 16 September 2020, GAC gave their approval on the budget proposed earlier by UNDP. The approved budget takes into consideration the time and financial consequences of the work stoppage that happened during the second and third quarters of 2020.

The below approved budget is all inclusive of the recent events as well as past challenges such as the pilling and other changes in the skeleton works that are known to all stakeholders.

The new project budget is shown in the table below:

No.	Budget Item	Approved New Budget as per Third Amendment <sup>5</sup> (US\$)
<b>1</b>	<b>Project Personnel</b>	
1.1	Project Implementation Unit (PIU) / Salaries	\$ 2,726,017.90
1.2	Quality Assurance Team (Q&A)	\$ 701,363.43
1.3	Implementation Support Services (ISS)	\$ 596,974.52
	<b>HR Totals (including ISS)</b>	<b>\$ 4,024,355.85</b>
<b>2</b>	<b>Direct Reimbursable Expenses</b>	
2.1	Direct Project Costs (DPC)	\$ 748,180.54
2.2	Auditing, Monitoring and Evaluation	\$ 100,000.00
2.3	Design Works	\$ 834,582.16
2.4	Total Construction Cost	\$ 17,054,722.06
2.5	FF & E	\$ 1,750,000.00
	<b>Total Direct Reimbursable Expenses</b>	<b>\$ 20,487,484.76</b>
<b>3</b>	<b>GMS (7% on initial approval and 8% on incremental amount)</b>	\$ 1,892,158.77 <sup>6</sup>
<b>4</b>	<b>Project Contingencies</b>	
4.1	Construction Contingency	\$ 704,589.72
4.2	Currency Risk Contingency	\$ 1,030,521.63
	<b>Total Project Contingencies</b>	<b>\$ 1,735,111.35</b>
	<b>Total Project Costs</b>	<b>\$ 28,139,110.73<sup>7</sup></b>

<sup>5</sup> Third Administrative Arrangement amendment is not signed yet.

<sup>6</sup> Adjusted from the budget received from GAC on 16 September 2020 to include the difference in GMS for the FF&E in full amount.

<sup>7</sup> The difference between the original project total and this new total is the amount of interest added which is \$314,355.82.



This new updated budget will be the basis for reporting on the project financial status as we move forward.

## Environmental Compliance

During the year 2020, the following environmental compliance requirements were implemented at site, in accordance with UNDP Project Environmental Management Plan (EMP):

- **Palestinian Environment Quality Authority (EQA) visit to the site:** EQA staff visited the site and conducted an inspection of the site facilities on 03 February 2020. EQA sent their report after this visit to the contractor on 12 February 2020.
- The contractor worked on closing all notes received in the EQA report and sent a response report to them on 22 February 2020.
- **Concrete trucks washing area:** This area, and due to work needs, was demolished in March 2020. Concrete trucks are requested to be washed when they go back to their concrete batching plant.
- **Neighbours' complaint procedure:** During the first quarter of 2020, two complaints were received by the project team from the neighbours regarding the road situation at the south side of the project (the area between the school and the project).
- On 03 March 2020 Eng. Amjad Ebeido from Hebron Municipality visited the site and met with the UNDP Project Manager, Eng. Samer Hamdan (HJC) and the contractor to discuss the road situation. Eng. Amjad requested that a special pedestrian sidewalk be done with a basecourse layer. The contractor agreed to implement as per the Hebron Municipality requirements. Those requirements were implemented by 12 March 2020.
- **School start and end time:** During school hours when students come and leave, vehicles are not permitted to enter or leave the site from its south entrance. Also, a flag man was appointed to be present during the time students come and leave.
- **Separation of reinforcement steel and wooden waste:** This activity continued to be done during the year 2020. A location has been identified at site where reinforcement steel and wooden waste are gathered to be reused. The steel reinforcement waste is given to the local steel scrap collectors and wooden waste is given to the neighbours who use it for their ovens and heating purposes.
- **Plastering and stonework waste** is collected and sent to the official construction waste dump site in Hebron.
- During the finishing stage, paint cans and false ceiling materials such as gypsum and metal channels are the waste mainly produced at site. Gypsum is sent to a dump location as per the site waste plan, while paint cans and metal channels are collected and sent for recycling.
- In the coming stage, when furniture and equipment start being delivered and fixed at site, more carton and plastic waste will be generated. The plan is that the cartons will be sent for recycling, as there is a recycling facility for carton and thin aluminium cans (paint cans) in Hebron, while plastic sheets will be dumped with the general waste.

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- **Dust Control:** During September 2020, the project received two complaints about dust generated from the site cleaning crew as they were dumping plastering dry waste from the west side windows of block 2. This was immediately stopped by the UNDP site team and the contractor is now using a garbage shoot inside the shafts for cleaning the floors.
- **Site housekeeping:** During the year 2020, the block work and plastering activities were ongoing at site. It is well known that those activities produce a lot of construction waste. Accordingly, UNDP site team and UNDP H&S inspector were monitoring the contractor's site team to ensure proper cleaning at site. The contractor was requested to allocate a special team for cleaning.
- **Opening the road at the south side of the project:** During the third quarter of 2020, UNDP site team requested the contractor to finish the stone cladding on the retaining wall on the south side of the project. This allowed the contractor to nearly complete the works in that area and open it for the pedestrians' safe use, especially for the nearby school students, the works in this road are estimated to be 100% completed during February 2021.
- **Photovoltaic solar panels at roof:** During the last quarter of 2020, Photo Voltic solar panels design was initiated and the initial distribution on roof building of the court and prosecution was approved and signed by the Civil Defence.

## Health and Safety

During the year 2020, 215,318 manhours were generated at the site out of a total of 381,806 manhours during the entire project duration (not including UNDP or contractor's staff). This year recorded a significant drop in the manpower on the site than anticipated due to the COVID-19 pandemic and related lockdowns and work stoppages. For those manhours recorded during the year, there was one accident recorded on 10 March 2020.

During the year 2020, the COVID-19 pandemic introduced a very big and unprecedented health and safety challenge to the project. The pandemic has strongly affected the project and changed the health and safety priorities at site, making working in smaller groups, keeping distance between workers at site, wearing face masks and personal hygiene a top priority. During 2020, eight people working on the project have contracted COVID-19, of which three are UNDP staff. It is expected that more people working on the site could be infected in the coming months despite the protective measures taken. The eight cases referenced here most likely caught the virus outside the project.

During this reporting period, continuous health and safety instructions were given to all new work teams entering the site by the contractor safety officer. Several official toolbox talks were conducted on site during the reporting period by the UNDP site team. Such toolbox talks are paramount to ensuring adequate H&S measures are being adhered to and followed on site during the pandemic.

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Thirteen site safety inspection reports were sent to the contractor during the year 2020. This is in addition to many formal emails sent to the contractor regarding safety violations at site. The site inspection reports were sent following visits and site inspection done by the Palestinian Engineering Association Health and Safety (H&S) inspector Eng. Samer Husni who was hired by UNDP as the project third party H&S consultant.

Eng. Samer Husni participated in the CTC meetings and gave the committee an overview and briefing on the Health and Safety situation at the site.

It should also be mentioned that on 02 September 2020, the Palestinian Labour Union conducted a workshop for all labourers at site on Health and Safety procedures, especially during the pandemic.

**Gender**

Gender considerations are a fundamental requirement in courts design, construction and later in operation. This was given great attention during the design of the courthouse facilities, and later during the construction especially during this year 2020. Women, as well as men, must be provided with security on courthouse premises, whether as an in-custody defendant, litigant, witness, or family member.

The design of the courthouse included the following gender considerations:

- Separate holding facilities for adult men, women, and juveniles, which if co-located, possess sight and sound separation between the sexes.
- Witness waiting rooms that are to be adjacent to the courtroom provide sight and sound separation from public waiting areas and access restrictions to keep occupants safe and free from intimidation;
- Public prosecution interview rooms that are soundproof and relatively quiet to enhance a sense of safety and respect for modesty and privacy; and;
- Other relevant features that might address different needs between men and women include diaper changing equipment and fixtures in male and female restrooms and private spaces for breastfeeding.

It should be noted that the changes requested by HJC during the year 2020 were reviewed carefully by the UNDP site team to ensure they did not affect in any way the above-mentioned gender considerations.

During the commissioning stage of the courthouse, which is expected during the first half of 2021, UNDP will ensure that the HJC nominates women from their staff to be trained on the different court systems.



## Challenges

During the year 2020, the following challenges were faced. Some of which are becoming a major challenge to the project:

- The recurrent stoppages due to the COVID-19 general lockdown imposed on the West Bank, with the latest one being from 01 to 14 July 2020, and on Fridays and Saturdays of each week during the third and fourth quarters of 2020, represent a new and compelling challenge to the project that was never faced before. This challenge is expected to continue during the first half of 2021.
- The work interruptions and stoppages in addition to the original delay caused by the contractor have significantly delayed the project, making it impossible to hand over the project as previously planned at the end of 2020 or even during the first half of 2021. UNDP updated the project plan accordingly and it was agreed during the last project steering committee meeting a new substantial hand over date in August 2021.
- Another major old challenge is the contractor's claim for the stoppage period from February to August 2018, which is not solved yet, despite the fact that an initial agreement between the contractor and UNDP senior management was reached for around US\$300,000 on 18 November 2020. However, the contractor did not sign the settlement agreement requesting UNDP to consider the currency exchange losses that the project had during the stoppage period.
- AAU refusal to hand over to UNDP the document in their possession is another challenge. For example, AAU has all the soft copies (the editable copies) for the FF&E packages including the drawings and the BoQs. AAU's refusal to hand over these copies and many other documents is forcing the project team to redo all these drawings and tender documents.
- Finalizing the remaining IT package with the HJC and prosecution, since they have requested to add three servers to this package which was not initially in the FF&E packages plan.

## Challenges that were addressed during the year of 2020

- Completion of skeleton works in the project. This was a major milestone in the project. The skeleton works presented a major challenge in project implementation due to the difficult reinforcement and walls details used by the designer. Accordingly, completing the skeleton works was a major completed challenge in the project.
- Completion of stone cladding and pointing works during the third and fourth quarters of 2020. Securing the entire stone quantity for the project was a challenge that was concluded during the third quarter of 2020.
- Finalizing four FF&E packages with HJC teams was a big challenge for the UNDP team since HJC took a significant amount of time in reviewing and giving comments on the packages sent to them.

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- Settling the contractor claims and variations for the foundation and skeleton works was a big challenge that was cleared in the first quarter of 2020. The contractor submitted to UNDP high variations for the walls and other structural works in the project following receiving the new structural drawings revised by the designer. UNDP team were able to finalize all those issues including the foundation variations in the eighth contractor payment.
- Finalizing the fire-rated doors hardware with the contractor was a big challenge that was finalized in the first quarter of 2020. The fire-rated doors original specifications contained a discrepancy between the American and British standards. The UNDP team was able to solve this issue by following the American standards for fire-rated doors and their hardware.

**Lessons Learned**

- A very important lesson learned during the implementation of this project is to plan for an extended construction period for such big projects. The two years duration given originally for the construction period for such a large and complex project is not enough and contributed to inaccurate planning projections. UNDP estimates now that such a project in size and scope would need three years construction period to be properly completed.
- A lesson learned for future construction projects is to prepare a submittal log during the design phase of the project. Such submittal log will be divided into high, medium, and low submittals priority, and a suggested submittal date (to be submitted during the construction phase by the contractor) for the high priority submittals should be proposed within this log.  
 High Priority submittals may include procurement items with zero or little total float.  
 Other high priority submittals may be for procurement items needed within the early stages of the project's execution (e.g. first 90 days of the construction phase).  
 Additional high priority items may include procurement items with extremely long lead times for fabrication and delivery or need to be imported from abroad which may affect the project critical path.
- A lesson learned for future projects is about the doors' hardware in general. The door hardware for fire-rated and non-fire-rated doors should follow the same standard (i.e. either British or American standard). In the State of Palestine, usually British or European standards are followed, thus fire rated doors should be specified according to those two standards not to the American (Underwriters Laboratories - UL) standard.



## Way Forward

- The first and most important priority for the project is the workers and staff safety, accordingly, the UNDP site team will continue to follow a strict follow up on the health and safety requirements at the site including but not limited to wearing masks, personal hygiene, working in small groups and practising distance work. This would be important during the coming winter where infection cases are expected to increase.
- Finalize the asphalt of the south side road to open safe access for the neighbours and school students.
- Finalizing the aluminium works including the curtain walls in Block 3 is the project most important priority on the construction side.
- Importing and fixing the low voltage equipment in the project will be a huge priority and a major concern during the first quarter of 2021.
- UNDP team needs to finalize all the FF&E packages (except for the photovoltaic solar panels on the roof) preparation including the tender documents. This needs to be done in coordination with the HJC also and should be finalized during the months of January and February of 2020 to ensure the delivery of those packages before the court hand over to HJC.
- In February 2021, UNDP site team will start working on the commissioning plan for the project. The commissioning plan needs to be coordinated and agreed upon with HJC operational team.

## General Project Risks During the Reported Period

*Note: refer to the project amended Risk Register*

No	Risk Descriptor (from risk register)	Risk status (H/M/L)	Risk Owner	Explanation including actions (required only for M and H risks)
1	<i>Amended:</i> Political factors or other factors such as a pandemic causing closures imposed on Hebron	High	All stakeholders	<ul style="list-style-type: none"> <li>• If these risks happen, all works will be delayed or result in a complete stoppage.</li> <li>• Contingency plans will be put in place and a recovery schedule will be developed.</li> </ul>
2	Neighbours' complaints from construction activities	High	Contractor / UNDP	<ul style="list-style-type: none"> <li>• A complaint procedure was shared with the school principal and other neighbours with contact numbers to notify UNDP/contractor site team of any disturbance by construction activities.</li> <li>• Implement a dust control activity at site.</li> </ul>



3	Contractor failure to maintain required quality	High	UNDP	<ul style="list-style-type: none"> <li>• UNDP site team conducts close monitoring and quality assurance.</li> <li>• Use non-conformance procedure and reporting.</li> <li>• Officially request the contractor to dismantle and redo any defective work.</li> </ul>
4	Suppliers, Equipment, or Materials delays	High	Contractor / UNDP	<ul style="list-style-type: none"> <li>• Try to choose local suppliers where possible.</li> <li>• UNDP to monitor closely.</li> <li>• Allow for float in imported materials and equipment schedule at site.</li> <li>• Early submission of submittals by the Contractor.</li> <li>• Contractor to submit specified brands or types to shorten the review process.</li> <li>• UNDP to review within reasonable time.</li> </ul>
5	Delays in following the project critical path causing delays to project hand over date	High	UNDP	<ul style="list-style-type: none"> <li>• Weekly progress meetings between UNDP and the contractor at site.</li> <li>• Monthly review of contractor construction schedule.</li> <li>• Two-week look ahead schedule.</li> <li>• Allow for float in uncritical activities to compensate in case of delay.</li> <li>• A night shift to be started at site once conditions allow.</li> <li>• Keep HJC informed of possible delays to allow for current premises rent extension.</li> </ul>



## Risks During the Coming Reporting Period

No	Risk Descriptor (from risk register)	Risk status (H/M/L)	Risk Owner	Explanation including actions (required only for M and H risks)
1	<i>Amended:</i> Political factors or other factors such as a pandemic causing closures imposed on Hebron	High	All stakeholders	<ul style="list-style-type: none"> <li>If these risks happen, all works will be delayed or result in a complete stoppage.</li> <li>Contingency plans will be put in place and a recovery schedule will be developed.</li> </ul>
2	Significant changes in HJC requirements for FF&E or delays in approving the FF&E specs	Medium	UNDP	<ul style="list-style-type: none"> <li>Ensure that the FF&amp;E is finalized with HJC with no further modifications.</li> <li>Conduct a meeting the HJC facilities management team and involve them from the first day.</li> <li>Approval to be official with stamps and signatures on drawings and tender documents before tendering FF&amp;E.</li> <li>Try to have samples approved as well before tendering.</li> <li>Allow for float in FF&amp;E procurement activity.</li> </ul>
3	Contractor failure to maintain required quality	High	UNDP	<ul style="list-style-type: none"> <li>UNDP site team conducts close monitoring and quality assurance.</li> <li>Use non-conformance procedure and reporting.</li> <li>Officially request the contractor to dismantle and redo any defective work.</li> </ul>
5	Significant changes in End-User's requirements at commissioning phase Or new stakeholders emerge and request	High	Project Steering Committee	<ul style="list-style-type: none"> <li>Ensure formal change control mechanism is in place as follows:               <ol style="list-style-type: none"> <li>Major changes require PSC approval</li> <li>Any change requires CTC approval</li> <li>Agree on commissioning procedure with HJC during construction phase.</li> </ol> </li> <li>Request a formal commissioning and hand over committee in advance and agree on commissioning requirements with HJC.</li> </ul>

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	changes during commissioning (i.e. MoHPW)			
6	Delays in the installation of main electrical power station by HEP Co.	High	All stakeholders	<ul style="list-style-type: none"> <li>• Ensure that a close coordination and follow-up with HEPCo as soon as the project starts.</li> <li>• Discuss the matter with all stakeholders especially with regards to the payment issues for the installation of the main electrical power station.</li> <li>• Report any delay immediately to PSC in the form of an exception report.</li> </ul>
7	Contractor fails to provide the necessary specialization to conduct the training for the operational team of HJC	Medium	UNDP	<ul style="list-style-type: none"> <li>• UNDP to agree with the contractor on a commissioning and training plan and schedule in front, with the engagement of the project construction technical committee.</li> </ul>
8	Contractor fails to provide necessary equipment or specialization to properly complete the commissioning and testing	Medium	UNDP	<ul style="list-style-type: none"> <li>• UNDP to agree with the contractor on a commissioning and training plan and schedule in front, with the engagement of the project construction technical committee.</li> </ul>
9	HJC does not have enough staff to operate the facility effectively and to maintain it as required	High	Project Steering Committee	<ul style="list-style-type: none"> <li>• It was agreed during the 9<sup>th</sup> and 10<sup>th</sup> PSC meeting that HJC will provide enough staff and funds to correctly operate and maintain the facility after being handed over. This needs to be ensured during the coming period.</li> <li>• UNDP to keep HJC informed about commissioning, training, and operation requirements.</li> <li>• UNDP to follow the operation through the defects notification period and inform Donor on status regularly.</li> </ul>

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## **Resources and Financial Status**

The up to date financial status of the project is attached to this report in Annex C (Financial Rundown). From 01 January 2020 up to end of December 2020, the project expended US\$ 3,554,722.51 from a total cumulative expenditure for the overall project implementation period of US\$ 15,670,653.52. The total amount expended represents nearly 56% of the project total allocated budget.



### Project Photos During the Year 2020



Roof slab reinforcement and shuttering works in Block 4.



A CTC meeting conducted at site during the first quarter of 2020.



External works in retaining walls at South of Block 2 ongoing during February 2020.



Labours being briefed at site on the measures to deal with the COVID-19.



Block and plastering work ongoing in Block 1 in June 2020.



Slab on grade cast at project main entrance in July 2020.



Last slab cast in Block 1 Part "C" fourth Floor.



Celling Mechanical and Electrical first fix ongoing in Block 1 August 2020.



Stone cladding activity ongoing on the South Façade of Block 1.



Stone pointing works ongoing in Block 2 on October 2020.



False ceiling works ongoing on the ground floor of Block 1 during November 2020.



Aluminium windows fixed on the South Façade of Block 2.



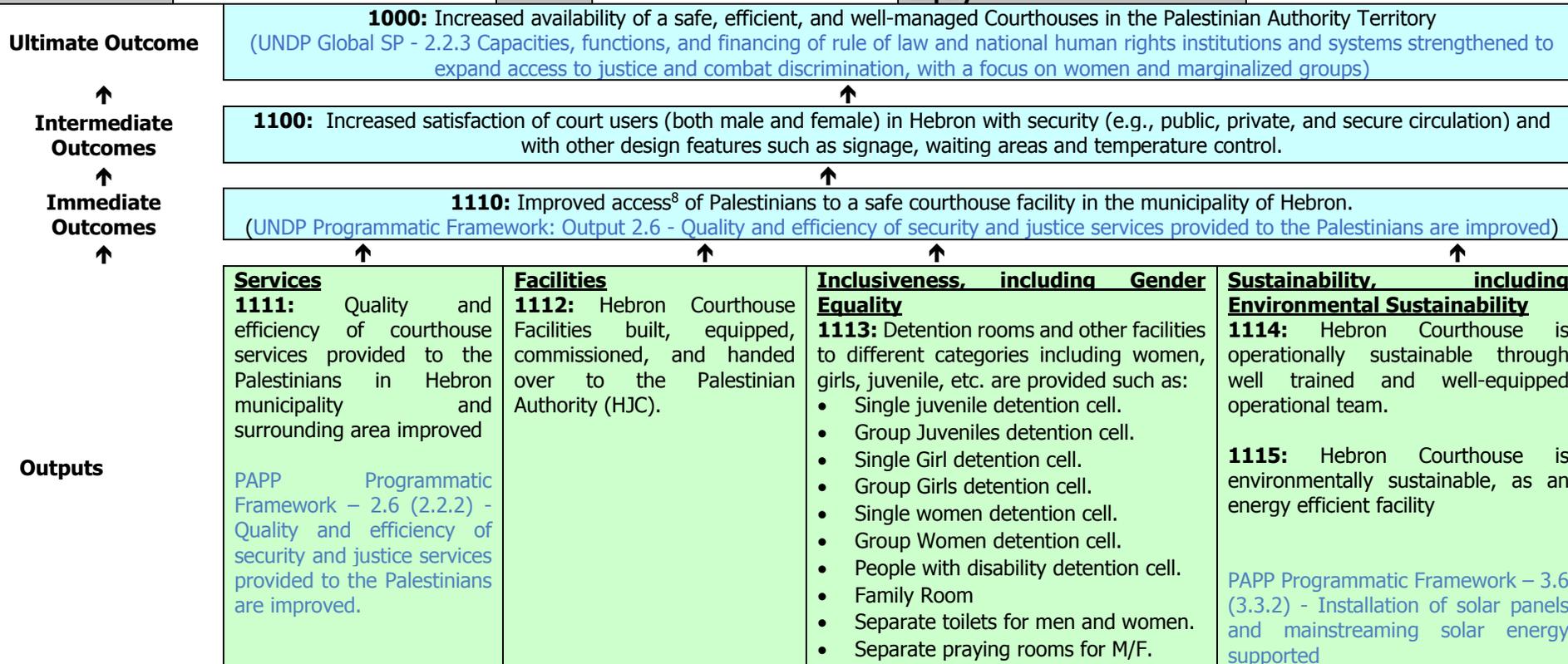
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### Annex A: Project Logic Model

<b>Title</b>	Construction and Equipping of the Hebron Courthouse Facilities	<b>No.</b>	UNDP: PAL 10 – 00077024, GAC: P-000469	<b>Project Managers</b>	UNDP: Jiries Awad; GAC: Lydia Simpson
<b>Country/Region</b>	West Bank and Gaza	<b>Budget</b>	CAD \$32,793,367	<b>Administrative Arrangement Expiry</b>	31 July 2022



<sup>8</sup> Access includes access for women, men, girls, boys and persons with disabilities.



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### Annex B: Performance Management Framework

<b>Title</b>	Construction and Equipping of the Hebron Courthouse Facilities	<b>No.</b>	UNDP: PAL 10 – 00077024, GAC: P-000469	<b>Project Managers</b>	UNDP: Jiries Awad; GAC: Lydia Simpson
<b>Country/Region</b>	West Bank and Gaza	<b>Budget</b>	CAD \$32,793,367	<b>Administrative Arrangement Expiry</b>	31 July 2022

EXPECTED RESULTS <sup>9</sup>	INDICATORS <sup>10</sup>	BASELINE DATA	TARGETS <sup>11</sup>	DATA SOURCES	DATA COLLECTION METHODS	FREQUENCY	RESPONSIBILITY
<b>ULTIMATE OUTCOME</b>							
<b>1000:</b> Increased availability of a safe, efficient, and well-managed Courthouses in the Palestinian Authority Territory  (UNDP Global SP - 2.2.3 Capacities, functions, and financing of rule of law and national human rights institutions and systems strengthened to expand access to justice and combat	Contributing in the achievement of the Palestinian <b>National Priority #7 of the National Policy (2017-2022)</b> <sup>12</sup> <b>Indicator:</b> Percentage of public who have trust in the judiciary  United Nations Development Assistance Framework State of Palestine 2018-2022 (UNDAF) <b>Strategic Priority 2:</b> Supporting equal access to accountable, effective, and responsive democratic governance for all Palestinians	PCBS surveys on Palestinian trust in the judicial system for the years 2017-2019  (UNDAF) results matrix for the years 2018-2020	10% in Public trust in the judicial system  Target set for the Outcome 2.2 in the	-PCBS official Surveys -Official government Reports on Palestinian National Policy (2017-2022)  UNDAF Annual Reports	Official PCBS publications and official government reports on National Policy achievement  UNDAF Annual Reports	Baseline and final  Baseline and final	UNDP M&E Specialist  UNDP M&E Specialist

<sup>9</sup> From Logic Model

<sup>10</sup> Gender and Environment where possible

<sup>11</sup> Including time range (where possible)

<sup>12</sup> National Priority #7 of the National Policy (2017-2022) Social Justice and Rule of Law (National Policy: Improving Access to Justice, Policy Intervention: Ensure integrated delivery of and fair access to judicial services, particularly for women and children.)



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EXPECTED RESULTS <sup>9</sup>	INDICATORS <sup>10</sup>	BASELINE DATA	TARGETS <sup>11</sup>	DATA SOURCES	DATA COLLECTION METHODS	FREQUENCY	RESPONSIBILITY
discrimination, with a focus on women and marginalized groups)	<b>Outcome 2.2</b> Percentage of public who have trust in the judiciary (same as above)	Baseline (2015): 58.15%	UNDAF results matrix Target: 60%				
<b>INTERMEDIATE OUTCOMES</b>							
<b>1100:</b> Increased satisfaction of court users (both male and female) in Hebron with security (e.g., public, private, and secure circulation) and with other design features such as signage, waiting areas and temperature control.	Level of satisfaction of court users (f/m) with the new courthouse facility in Hebron (including with security and other design features such as signage, waiting areas and temperature control)	TBD at initial survey	TBD following initial survey	Court user's satisfaction measured through a survey	Survey	Baseline and final	UNDP M&E Specialist
<b>IMMEDIATE OUTCOMES</b>							
	-Number of cases dealt with in Hebron Courthouse increased because of improved access to a safe courthouse facility in the municipality of Hebron  -More reliable and less time-consuming service provided to all		10% increase	HJC AI - Mizan software	To be taken from HJC annual reports	Baseline and Final	UNDP/HJC



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EXPECTED RESULTS <sup>9</sup>	INDICATORS <sup>10</sup>	BASELINE DATA	TARGETS <sup>11</sup>	DATA SOURCES	DATA COLLECTION METHODS	FREQUENCY	RESPONSIBILITY
<b>1110:</b> Improved access <sup>13</sup> of Palestinians to a safe courthouse facility in the municipality of Hebron.  (UNDP Programmatic Framework: Output 2.6 - Quality and efficiency of security and justice services provided to the Palestinians are improved)	court visitors because of the availability of sophisticated queuing system, more service counters in the different court departments, available signage, Audi-video system, waiting areas and temperature control.	20,215 cases <sup>14</sup>	TBD following initial survey	Court user's satisfaction measured through a survey	Survey	Baseline and Final	UNDP M&E Specialist
	Same indicators for the project immediate outcomes as above	TBD at initial survey					
<b>OUTPUTS</b>							
<b>Services</b> <b>1111:</b> Quality and efficiency of courthouse services provided to the Palestinians in Hebron municipality are improved.	Separate and secure circulation solution for public, accused, and judges is provided through safe access	Not available in the current court's facility	To be available in the new court's facility	Facilities floor plans and circulation/evacuation plans	Donor local monitor reports for the facilities design	Once	UNDP/GAC Local Monitor

<sup>13</sup> Access includes access for women, men, girls, boys, and persons with disabilities.

<sup>14</sup> (Source: High Judicial Council data extracted from (AI - Mizan) data base for the year 2017 and will be updated at end of 2019).



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EXPECTED RESULTS <sup>9</sup>	INDICATORS <sup>10</sup>	BASELINE DATA	TARGETS <sup>11</sup>	DATA SOURCES	DATA COLLECTION METHODS	FREQUENCY	RESPONSIBILITY
PAPP Programmatic Framework – 2.6 (2.2.2) - Quality and efficiency of security and justice services provided to the Palestinians are improved.	Number of service counters and windows are increased to provide more efficient and quicker service	to be counted in the old facility	20% increase	Public facilities floor plans	Donor local monitor reports for the facilities design	Once	UNDP/GAC Local Monitor
	Access for people with disabilities to all court facilities provided through ramps and elevators.	Not available in the current court's facility	To be available in the new court's facility	Facilities floor plans and evacuation plans	Donor local monitor reports for the facilities design	Once	UNDP/GAC Local Monitor
	Number of security and justice related community services provided with the support of the project	0	1	Project Substantial Hand Over Certificate stating that the project is fully operational	Project Final Report	Once	UNDP
	(2.2.3.3) Country has strengthened capacities for governance and oversight of rule of law institutions	Not measured yet	TBD	UNDAF Annual Reports	UNDAF Annual Reports	Baseline and final	UNDP
<b>Facilities</b> <b>1112:</b> Hebron Courthouse Facilities built, equipped, commissioned, and handed	Courthouse equipment's purchased, installed, commissioned, and handed over to the courthouse operational team (HJC).	0	As per Project equipment's and FF&E lists	Project Progress Reports	Project Progress Reports	Once (During substantial hand over)	UNDP



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EXPECTED RESULTS <sup>9</sup>	INDICATORS <sup>10</sup>	BASELINE DATA	TARGETS <sup>11</sup>	DATA SOURCES	DATA COLLECTION METHODS	FREQUENCY	RESPONSIBILITY
over to the Palestinian Authority (HJC).	Handover and commissioning processes is completed as per the commissioning plan.	0	As per Project commissioning plan	Project Progress Reports	Project Progress Reports	Once (During substantial hand over)	UNDP
<b>Inclusiveness, including Gender Equality</b> <b>1113:</b> Detention rooms and other facilities to different categories including women, girls, juvenile, etc. are provided such as. - Single juvenile detention cell. - Group Juveniles detention cell. - Single Girl detention cell. - Group Girls detention cell. - Single women detention cell. - Group Women detention cell. - People with disability detention cell. -Family Room - Separate toilets for men and women. - Separate praying rooms for men and women.	Number of detention cells provided disaggregated by group.	0	One for each group at least	Basement -2 floor plan	Donor local monitor reports for the facilities design	Once	UNDP/GAC Local Monitor
	Number of other facilities provided for females within the court facilities.	0	TBD	Facilities floor plans	Donor local monitor reports for the facilities design	Once	UNDP/GAC Local Monitor
<b>Sustainability, including Environmental Sustainability</b> <b>1114:</b> Hebron Courthouse is operationally sustainable	Operational and Maintenance manual for the operation of the courthouse facility management systems (e.g., heating, security systems, firefighting, water	0	One comprehensive manual	Substantial hand over notes	Project Progress Reports	Once (During substantial hand over)	UNDP Project Manager

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EXPECTED RESULTS <sup>9</sup>	INDICATORS <sup>10</sup>	BASELINE DATA	TARGETS <sup>11</sup>	DATA SOURCES	DATA COLLECTION METHODS	FREQUENCY	RESPONSIBILITY
through well trained and well-equipped operational team.	pumping ventilation and air conditioning, etc.) is finalized and handed over to HJC operational team						
	HJC operational team provided with the necessary training on the newly installed systems which enable them to do their job efficiently and effectively.	0	-16 days of training -Number of individuals trained	Training logs	Project Progress Reports	Once (During substantial hand over)	UNDP Project Manager
<b>1115:</b> Hebron Courthouse is environmentally sustainable, as an energy efficient facility	-Number of energy efficient systems installed by type (e.g., photovoltaic solar system at roof top, smart control of lights and A/C, and better insulation system integrated during construction in walls, roof, and windows).	0	-All external walls, roofs, and windows thermally insulated -BMS, KNX system Installed -Central control of AC -PV on Roof	Project Substantial Hand Over Certificate stating that the project systems are operational	Project Progress Reports	Once (During substantial hand over)	UNDP Project Manager
	-Percentage of reduced energy consumption of the new facility compared to the previous one	Not measured yet	15% decrease compared to the old facility consumption	HJC electricity bills	HJC operational team reports	One year before handing over and six months after new	UNDP Project Manager


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EXPECTED RESULTS <sup>9</sup>	INDICATORS <sup>10</sup>	BASELINE DATA	TARGETS <sup>11</sup>	DATA SOURCES	DATA COLLECTION METHODS	FREQUENCY	RESPONSIBILITY
PAPP Programmatic Framework – 3.6 (3.3.2) - Installation of solar Photovoltaic (PV) panels and mainstreaming solar energy supported						facilities are fully operational	
	Total amount of renewable energy produced (KW) by of Solar Photovoltaic (PV) Energy	TBD	To be set during PV design stage	Project Progress Reports	Donor local monitor re-ports for the PV design and installation	To be measured after one month of the installation of the PV	UNDP/GAC Local Monitor
	(1.5.1.1) Number of facilities benefitting from clean, affordable, and sustainable energy system installed.	0	One facility (Hebron courthouse)	Project Progress Reports	Donor local monitor re-ports for the facilities de-sign	Once	UNDP/GAC Local Monitor



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### Annex C - Project Financial Rundown Overview

Financial Status as of End of December 2020

Budget Categories as per the AA	ATLAS Activity	Total Allocation as per Amendment #3	Received Tranches	Disbursements				Remaining Current Resource Balance as of Dec. 31, 2020	Overall Resource Balance as of Dec. 31, 2020
				2011 - 2018	2019	01 January up to 31 December 2020	As end of December 2020		
Project Implementation Unit (PIU)	Activity1	\$ 2,726,017.90	<b>\$23,672,654.46</b>	\$ 1,233,158.06	\$ 403,167.56	\$ 438,380.97	\$ 2,074,706.59	\$ 651,311.31	
Quality Assurance Team (Q&A)	1	\$ 701,363.43		\$ 540,988.71	\$ 7,249.08	\$ -	\$ 548,237.79	\$ 153,125.64	
Direct Costs (DC)*	6	\$ 748,180.54		\$ 462,953.75	\$ 15,894.41	\$ 58,230.46	\$ 537,078.62	\$ 211,101.92	
Fixtures, Furniture and Equipment's (FF&E)	4	\$ 1,750,000.00		\$ -	\$ -	\$ -	\$ -	\$ 1,750,000.00	
Auditing, Monitoring and Evaluation (AME)	5	\$ 100,000.00		\$ 9,990.00	\$ 2,457.00	\$ 4,226.00	\$ 16,673.00	\$ 83,327.00	
Design Works (DW)	8	\$ 834,582.16		\$ 645,662.16	\$ 32,256.05	\$ 33,690.10	\$ 711,608.31	\$ 122,973.85	
Construction (CON)	3	\$ 17,054,722.06		\$ 6,032,505.01	\$ 1,456,764.19	\$ 2,701,539.05	\$ 10,190,808.25	\$ 6,863,913.81	
Implementation Support Services – (ISS)	7	\$ 596,974.52		\$ 306,597.85	\$ 172,611.40	\$ 87,491.02	\$ 566,700.27	\$ 30,274.25	
General Management Services – (GMS) 7%		\$ 1,892,158.77		\$ 651,235.43	\$ 142,436.12	\$ 231,157.23	\$ 1,024,828.78	\$ 867,329.99	
Contingencies		\$ 704,589.72		\$ -	\$ -	\$ -	\$ -	\$ 704,589.72	
Currency Risk Contingency		\$ 1,030,521.63		\$ -	\$ -	\$ -	\$ -	\$ 1,030,521.63	
Realized Gain <sup>[1]</sup>				\$ (88.16)	\$ (0.87)	\$ (0.86)	\$ (89.89)	\$ 89.89	
Realized Loss				\$ 88.03	\$ 5.23	\$ 8.54	\$ 101.80	\$ (101.80)	
<b>Sub total</b>		<b>\$ 28,139,110.73</b>			<b>\$ 9,883,090.84</b>	<b>\$ 2,232,840.17</b>	<b>\$ 3,554,722.51</b>	<b>\$ 15,670,653.52</b>	<b>\$ 8,002,000.94</b>



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\*Note: Including project assets depreciation net costs on the blank activity, as per Atlas account activity analysis report (AAA), as follow:

Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	January 2020 – Sept. 2020	Total
Assets Depreciation Cost (USD\$)	\$ -	\$213.28	\$145.45	931.62	\$370.55	\$423.20	\$473.62	\$1,384.56	\$1,460.61	\$4,916.22**	<b>\$10,319.11</b>

\*\*Note: The big amount in the period from January 2020 to June 2020 is due to change in accounting policy in UNDP financial system (accounting code 33001). The asset full cost is usually depreciated over a period with little cost each month reflected in the GL reports (depreciation amount). As the asset threshold was changed to be US\$ 5,000 instead of US\$ 1500, starting 01 January 2020, all assets with original cost below the new threshold of US\$ 5000 were expensed as they are no longer treated as assets, and accordingly, the full remaining undepreciated amount was depreciated to the project as lump sum all in one shot to reflect as expense in the GL reports with the resulting General Management Services (GMS) costs.

## Interest Amounts Accumulated Up to End of 2019

Fiscal Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Grand Total
Interest accumulated amount (US\$)	106,484.43	128,075.35	101,165.13	69,163.74	70,767.80	81,671.80	110,252.00	185,951.94*	197,511.35	Not issued yet.	<b>\$ 1,051,043.54</b>
Interest used in the new budget (US\$)										314,355.82	
Total Remaining Interest Accumulated Amount (US\$)											<b>\$ 736,687.72</b>

\*Note: (US\$187.64) Of this figure is due to assets being sold - one laptop sold to the previous project programme specialist.



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### Received Tranches

The first, second and third tranches of CAD 27 million have been recorded in our UNDP accounts. The next tranche is anticipated to be requested in the first quarter of 2021.

Unit	Date	Payor	Payment Currency	Payment Amount	US\$ Equivalent
UNDP1	05/04/2011	GLOBAL AFFAIRS CANADA	CAD	\$10,000,000.00	\$10,358,400.71
UNDP1	27/10/2017	GLOBAL AFFAIRS CANADA	CAD	\$10,000,000.00	\$8,019,246.19
UNDP1	06/02/2020	GLOBAL AFFAIRS CANADA	CAD	\$7,000,000.00	\$5,295,007.56
<b>Totals</b>				\$ 27,000,000.00	\$23,672,654.46

## Certificate Of Completion

Envelope Id: DDDEF0523CE241958B9036D15461DB6C	Status: Completed
Subject: Please DocuSign: 210422-77024-HCF-Annual Progress Report 2020-Tracking Sheet.pdf, 210422-77024-...	
Source Envelope:	
Document Pages: 52	Signatures: 8
Certificate Pages: 3	Initials: 0
AutoNav: Enabled	Stamps: 1
Envelopeld Stamping: Enabled	Envelope Originator:
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	Jiries Awad
	One United Nations Plaza
	New York, NY 10017
	jiries.awad@undp.org
	IP Address: 37.76.203.189

## Record Tracking

Status: Original 4/22/2021 4:32:22 AM	Holder: Jiries Awad jiries.awad@undp.org	Location: DocuSign
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## Signer Events

Signer Events	Signature	Timestamp
Jiries Awad jiries.awad@undp.org Project Manager UNDP/PAPP Security Level: Email, Account Authentication (None)	  Signature Adoption: Uploaded Signature Image Using IP Address: 37.76.203.189	Sent: 4/22/2021 4:38:24 AM Viewed: 4/22/2021 4:38:34 AM Signed: 4/22/2021 4:38:45 AM

**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Nader Atta nader.atta@undp.org Programme Portfolio Manager UNDP Headquarters Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 188.161.230.20	Sent: 4/22/2021 4:38:47 AM Viewed: 4/22/2021 10:04:36 PM Signed: 4/22/2021 10:04:49 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Deema Barakat deema.barakat@undp.org UNDP Headquarters Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 84.228.238.78	Sent: 4/22/2021 10:04:51 PM Viewed: 4/22/2021 11:53:33 PM Signed: 4/22/2021 11:55:39 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Dania Darwish dania.darwish@undp.org via Procurement UNDP Headquarters Security Level: Email, Account Authentication (None)	  Signature Adoption: Pre-selected Style Using IP Address: 192.115.229.66 Signed using mobile	Sent: 4/22/2021 11:55:41 PM Viewed: 4/22/2021 11:55:54 PM Signed: 4/22/2021 11:56:14 PM
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**Electronic Record and Signature Disclosure:**  
Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Sufian Mushasha sufian.mushasha@undp.org ASR UNDP Headquarters Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>Sufian Mushasha</i></p> <p>Signature Adoption: Pre-selected Style Using IP Address: 192.115.229.66</p>	<p>Sent: 4/22/2021 11:56:16 PM Viewed: 4/22/2021 11:56:55 PM Signed: 4/22/2021 11:57:38 PM</p>
<p>Ahmad Alhammal ahmad.alhammal@undp.org Operations and Services Manager UNDP/PAPP Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p></p> <p></p> <p>Signature Adoption: Uploaded Signature Image Using IP Address: 192.115.229.66</p>	<p>Sent: 4/22/2021 11:57:40 PM Viewed: 4/23/2021 2:39:37 AM Signed: 4/23/2021 2:40:37 AM</p>
<p>Yvonne Helle yvonne.helle@undp.org Special Representative UNDP PAPP UNDP Headquarters Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><i>Yvonne Helle</i></p> <p>Signature Adoption: Uploaded Signature Image Using IP Address: 192.115.229.66</p>	<p>Sent: 4/23/2021 2:40:41 AM Viewed: 4/23/2021 7:41:27 AM Signed: 4/23/2021 7:41:33 AM</p>
<p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
<p>Saera Hakawati saera.hakawati@undp.org UNDP Headquarters Security Level: Email, Account Authentication (None)</p> <p><b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign</p>	<p><b>COPIED</b></p>	<p>Sent: 4/23/2021 7:41:37 AM</p>
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/22/2021 4:38:24 AM

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Certified Delivered	Security Checked	4/23/2021 7:41:27 AM
Signing Complete	Security Checked	4/23/2021 7:41:33 AM
Completed	Security Checked	4/23/2021 7:41:37 AM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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