

**United Nations Development Programme**

Papua New Guinea Country Office



*Empowered lives.  
Resilient nations.*

19 March 2020

**REF: Bougainville Referendum Support Project: Provisional Financial report 01/01/2018-31/12/2019**

Dear Board members,

Thank you for your contributions to the Bougainville Referendum Support Project. Pursuant to the agreement reached in the Project Board meeting on 18<sup>th</sup> February, find enclosed the following documents:

1. Minutes of the Project Board meeting held on 18<sup>th</sup> February 2020.
2. Work-Plan for the project up to 31 March 2020 as agreed in the Project Board meeting.
3. The Provisional Financial report for the project for the period 01/01/2018 to 31/12/2019. Please note that the certified final financial report will be submitted by our Office of Resources & Management in New York to your respective Permanent Missions.

I also wish to inform you that a project audit is scheduled this month. The audit covers financial support provided by the project to the Bougainville Referendum Commission and the PNG Electoral Commission in 2019 for the following:

1. Operational costs and office rental for the BRC main office.
2. Costs of the warehouse for the printing press.
3. Rent payments for three BRC regional offices.
4. Salaries and related costs for the Chief Referendum Officer.
5. Payments for temporary workers to support development of the voter roll.
6. Costs for the Chairman of the BRC.

The final audit report should be made available to you by early May.

Yours Sincerely,



Dirk Wagener  
Resident Representative  
UNDP Papua New Guinea

To:

Australian High Commission, Port Moresby  
Embassy of Japan, Port Moresby  
New Zealand High Commission, Port Moresby  
United Kingdom High Commission, Port Moresby  
Autonomous Bougainville Government

Copy:

PNG Electoral Commission  
Bougainville Referendum Commission

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29<sup>th</sup> February 2020

**REF: Bougainville Referendum Support Project  
Minutes of Board Meeting, 18<sup>th</sup> February 2020**

Dear Board members,

Thank you for attending the board meeting held on 18 February, below are minutes of meeting.

**Minutes of Board Meeting, 18<sup>th</sup> February 2020  
Venue: UNDP Port Moresby and UNDP Buka**

**In attendance:**

Tracy Vienings, UNDP (in the Chair)  
Thomas Raivet, Acting Chief Secretary, ABG (via telecon)  
Desmond Tsinai, Acting CRO, BRC  
Nicole Smith, Australian High Commission  
Hiroki Fukumoto, Embassy of Japan  
Alicia Kotsapas, New Zealand High Commission  
Simon Burton, UK High Commission  
Momenat Al-Khateeb, UNDP  
Steven Liston, UNDP  
Nia Poposan, UNDP  
Kate Sullivan, UNDP

**Minutes:**

**1. Provisional Financial Statement of the Project**

- a. UNDP shared the Provisional Financial Statement of the Project, see Annex 1. A final report will be shared once the project closure is finalised.

**2. End of Project report**

- a. UNDP advised that the Narrative Report for the project is being prepared and will be circulated in due course.
- b. UNDP informed the meeting that the final report for the contribution from Japan will

ready by end of May/early June.

- c. UNDP advised that it has prepared the assets list and a handover ceremony will be held in Buka in early March. Representatives from both governments will be invited.

### 3. Asset Register

The Board received the report of assets returned to UNDP from BRC. The Board noted that some assets are still being used by BRC as part of its winding up phase. It was noted that 13 laptops are missing and that the BRC office in Buka is still working to locate them. This was confirmed by the Acting CRO present.

Comments from Australia:

- a. DFAT noted and appreciated the revised list of assets circulated by UNDP, in particular; assets to the ABG to support their operations and capacity in the post referendum period, e.g. transfer of the boat to the Disaster Coordination Office.
- b. Australia requested communication about the hand-over of assets. UNDP stated that this is planned for early March and will advise the Board members.

Comments from UNDP

- a. Printer - Tracy informed the meeting that the printer will be maintained for 2 years and ABG has been informed that it will take responsibility for its operations and maintenance thereafter.
- b. VSAT– UNDP will make further enquiries to see if a buyer can be found. All proceeds will return to the Project budget.

### 4. Proposed asset transfer

- a. The Board discussed the updated list of assets for disposal circulated on 18 December following the request from the Chief Secretary. It was agreed that the assets should be transferred as proposed to ABG and the OBEC.

### 5. AOB

- a. Extension of project to 31 March 2020  
To allow for transfer and disposal of assets, UNDP sought an extension of the project to 31<sup>st</sup> March 2020 together with its 2020 workplan. Board Members present agreed for this extension.

Yours Sincerely,



Dirk Wagener  
Resident Representative  
UNDP Papua New Guinea

# United Nations Development Programme

## Country: Papua New Guinea

### Annual Work Plan 2020

**Project Title:** UNDP Bougainville Referendum Support Project – PNG & ABG. (00103472) – Bougainville Referendum

#### UNDAF/ expected CP/ Peace Outcomes:

- By 2022, government and non-governmental institutions demonstrate improved transparency, accountability, delivery of justice and promotion of peace and security.
- By 2022, government agencies and non-government organizations working on good governance, peace and security have capacity and leadership to undertake measures to combat corruption, prevent violence and provide access to justice

#### UNDAF Outputs:

- ENABLING ENVIRONMENT: Policies adequately financed, implemented, monitored & evaluated

**Implementing Agencies:** Bougainville Referendum Commission and its Transitional Committee, Department of Prime Minister and National Executive Council (DPM NEC); PNG Electoral Commission, Autonomous Bougainville Government, Bougainville Electoral Commission and UNDP.

#### Brief Description

The Autonomous Region of Bougainville (ARoB, population est. 300,000) is an autonomous region within the Independent State of Papua New Guinea (PNG), with its own constitution and legislature as well as representatives in the National Parliament. Following nearly a decade of conflict (1988-1998) and the deaths of an estimated 20,000 people and displacement of many more, the PNG National Government and various Bougainville actors signed the Bougainville Peace Agreement (BPA) in August 2001. Key provisions of the BPA were subsequently reflected in the Constitution of the Independent State of Papua New Guinea, the Constitution of the Autonomous Region of Bougainville, and the Organic Law on Peace-Building in Bougainville, Autonomous Bougainville Government, and Bougainville Referendum 2002.

The BPA has three main pillars: a deferred referendum on the future status of Bougainville (including an independence option); a special high level of autonomy for Bougainville; and an agreed weapons disposal plan. The referendum is to take place between June 2015 and June 2020 and is subject to ratification by the National Parliament of PNG.

Under the Joint Supervisory Body (JSB) established through the BPA, which includes representatives of both the PNG Government and the Autonomous Bougainville Government (ABG), a Joint Bougainville Referendum Committee (JBRC) was set up. In 2014, the JBRC developed a number of work streams to guide discussions on the referendum. The implementation of these work streams has lagged and requires support, momentum, and commitment by both governments to move them forward.

In February 2015, the UN deployed an electoral Needs Assessment Mission (NAM) at the request of the national government and the ABG. The mission concluded that the referendum preparations require a significant investment of time and attention, with several key decisions to be made jointly by the national government and the ABG (such as decisions on date, Referendum Commission chair, voter eligibility, and referendum options). It also recommended that women, youth, and persons with disabilities be included in key discussions on the referendum.

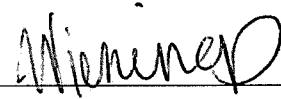
The Joint Supervisory Body met on 20 May 2016 and reached a number of key agreements, the most important one being a target date (15 June 2019) for the referendum. Another decision was to endorse the option of establishing an independent administrative authority (the Bougainville Referendum Commission) to organize and carry out the referendum on behalf of the respective electoral authorities (the PNG Electoral Commission and the Bougainville Electoral Commissioner). The two governments formalized that decision at a January 2017 signing ceremony, and the Governor-General issued the charter of the Bougainville Referendum Commission (BRC) on 30 August 2017.

The UN has played an important role in the BPA process since its earliest days, and the two governments have sought UN assistance in preparing for the referendum on a number of occasions, including an 11 November 2014 request from the national Chief Secretary and a 20 May 2016 Joint Request for the UN to provide support to the referendum preparations and to assist the weapons disposal strategy of the two governments. In response to those requests, UNDP/Papua New Guinea has prepared this Project Document in consultation with authorities in Port Moresby and Buka. In light of the early stage of referendum preparations, the proposed approach maintains high flexibility to deploy resources where they will have maximum impact in moving the process forward. A Project Board, to include UNDP, the two governments, key donors, and the BRC, will guide the allocation of resources as the project moves forward.

Programme Period:	01/01/2018 to 30/06/2020
Key Result Area	
Atlas Award ID:	00100579
Start date:	January 2018
End Date:	June 2020
Management Arrangements:	Direct Implement Modality (DIM)

Total resources required	USD 534,674.89
Total Budget 2020	USD 534,674.89
<b>Support to Bougainville Referendum project</b>	
• BRSP	USD 534,674.89

Agreed by (UNDP): Ms. Tracy Vienings, Deputy Resident Representative, UNDP



**I. ANNUAL WORK PLAN**

**YEAR 2020**

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount in USD
<b>Outcome 1:</b>	<b>Activity 1: Support to Establishment of BRC</b>								
	<b>Sub-Activity 1.1</b> Material to Establish BRC								
	<b>Sub-Activity 1.2</b> Advisors to Establish BRC								
	<b>Sub-Activity 1.3</b> BRC Transitional Committee								
	<b>Sub-Activity 1.4</b> Initial CRO Cost								
<b>TOTAL OF OUTCOME 1</b>									
<b>Outcome 2:</b> Baseline : Support to Referendum Operation = 0 Indicator : all services are delivered as needed Target = successful completion of support provided and close project operational and financially	<b>Activity 2: Expert Advice to support BRC Capacity</b>								
	<b>Sub-Activity 2.1</b> Senior Referendum Advisors								
	<b>Sub-Activity 2.2</b> Chairman Costs	x				BRC	MPTF	International Consultant (71200)	48,000.00
	<b>Sub-Activity 2.3</b> Electoral Experts deployed in BRC	x				UNDP	MPTF	UNV Staff (71500)	20,000.00





17/2/2020



## UN Development Programme Papua New Guinea- Port Moresby

**Project:** 00100579  
**Project Title:** Bougainville Referendum -The Autonomous Region of Bougai  
**Start Year:** 2018  
**End Year:** 2020  
**Implementing Partner:** UNDP  
**Responsible Parties:** UNDP  
PNG-Bougainv Referendum Commis  
**Revision Type:** General Revision 15

Budget (US\$) as of Last Revision on 17-February-2020		
Donor	Fund	Amount
PNG_One_UN	30000 Programme Cost Sharing	534,674.89
<b>Total Budget ( 2020 and Beyond )</b>		534,674.89
<b>Total Utilization ( 2019 and Prior )</b>		6,082,021.85
<b>Project Total</b>		6,971,279.50
<b>Unprogrammed/Unfunded</b>		354,582.76

**Project Description:**

Budget revised to include more activities to finalise project activities for this year.

Agreed by:

Agreed by:

Agreed by:

Agreed by:

A handwritten signature in black ink, appearing to read 'M. M. M.', written over the 'Agreed by:' label.



## Annual Work Plan

Papua New Guinea- Port Moresby

Project: 00100579  
 Project Title: Bougainville Referendum -The Autonomous Region of Bougai  
 Year: 2020  
 Report Date: 17/2/2020

Output	Key Activities	Timeframe		Responsible Party	Planned Budget					
		Start	End		Fund	Donor	Budget Descr	Amount US\$		
00103472 Support to Bougainville Refere	Expert advice to BRC	1/1/2018	31/12/2019	PNG-Bougainv Referendum Comm	30000	PNG_One_UN	71200	International Consultants	48,000.00	
	Material support to BRC	1/1/2018	31/12/2019	UNDP	30000	PNG_One_UN	71500	UN Volunteers	20,000.00	
	Project Management				UNDP	30000	PNG_One_UN	73300	Rental & Maint of Info Tech Eq	5,000.00
						30000	PNG_One_UN	74200	Audio Visual&Print Prod Costs	60,000.00
					UNDP	30000	PNG_One_UN	71200	International Consultants	10,190.37
						30000	PNG_One_UN	72300	Materials & Goods	202,000.00
						30000	PNG_One_UN	74500	Miscellaneous Expenses	5,200.00
						30000	PNG_One_UN	74100	Professional Services	90,000.00
						30000	PNG_One_UN	74200	Audio Visual&Print Prod Costs	0.00
						30000	PNG_One_UN	71500	UN Volunteers	0.00
						30000	PNG_One_UN	75100	Facilities & Administration	35,005.00
						30000	PNG_One_UN	72300	Materials & Goods	2,000.00
						30000	PNG_One_UN	72100	Contractual Services-Companies	0.00
30000						PNG_One_UN	61100	Salary Costs - NP Staff	0.00	
				UNDP	30000	PNG_One_UN	71400	Contractual Services - Individ	13,000.00	
				UNDP	30000	PNG_One_UN	64300	Staff Mgmt Costs - IP Staff	23,179.52	
				UNDP	30000	PNG_One_UN	73100	Rental & Maintenance-Premises	8,600.00	
				UNDP	30000	PNG_One_UN	71600	Travel	6,500.00	
				UNDP	30000	PNG_One_UN	72200	Equipment and Furniture	6,000.00	
<b>TOTAL</b>									<b>534,674.89</b>	
<b>GRAND TOTAL</b>									<b>534,674.89</b>	

## BRSP financial update

14/02/ 2020

NB: all UNDP financial information is provisional until accounts are closed.

### Contributions

<b>2018</b>	<b>USD</b>
Japan	891,360
New Zealand	990,000
Australia (first tranche)	355,655
<b>2018 subtotal</b>	<b>2,237,015</b>

<b>2019</b>	<b>USD</b>
Australia (second tranche)	351,446
UN DPPA	226,846.50
Australia	831,586
Australia	1,212,162
New Zealand	1,098,831
New Zealand	80,000
United Kingdom	114,713
Ireland	270,815
Germany	547,865
<b>2019 subtotal</b>	<b>4,734,264.50</b>

<b>PROJECT TOTAL</b>	<b>6,971,279.50</b>
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## Provisional<sup>∞</sup> Expenditure 2018/2019

<sup>∞</sup>All UNDP financial information is provisional and will be subject to final upon the closure of the General Ledger.

(A)	(B)	(C)	D = B+C	(E)	(F)	(G)	(H)	(G) = D+E+F
	Expenditure _ FY2018	Expenditure _ FY2019	Total	Fund Committed - 2019	Planned Activities to 31 March 2020	2020 Expenditure - As of 13 Feb	2020 commitment _ 13 Feb	Total Delivery
<b>1. Support to Establishment of BRC</b>	<b>1,283,873.39</b>	<b>145,247.58</b>	<b>1,429,120.97</b>	-	-			<b>1,429,120.97</b>
1.1 Material to Establish BRC	1,125,895.75		1,125,895.75					1,125,895.75
1.2 Advisors to Establish BRC	149,064.84		149,064.84					149,064.84
1.3 BRC Transitional Committee	8,912.80	50,622.14	59,534.94					59,534.94
1.4 Initial CRO cost		94,625.44	94,625.44					94,625.44
<b>2. Expert Advice to support BRC Capacity</b>	<b>42,451.00</b>	<b>1,571,117.50</b>	<b>1,613,568.50</b>	<b>32,000.00</b>	<b>68,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,645,568.50</b>
2.1 Senior Referendum Advisors		382,383.60	382,383.60	32,000.00				414,383.60
2.2 Chairman costs	42,451	473,897.76	516,348.76		48,000.00			516,348.76
2.3 Electoral Experts deployed in BRC		714,836.14	714,836.14		20,000.00			714,836.14
<b>3. Flexible Funding Window</b>	<b>0</b>	<b>2,041,938.44</b>	<b>2,041,938.44</b>	<b>10,059.72</b>	<b>280,191.00</b>	<b>4,278.79</b>	<b>474.26</b>	<b>2,056,751.21</b>
3.1 Material and Services		2,041,938.44	2,041,938.44	10,059.72	280,191.00	4,278.79	474.26	2,056,751.21
<b>4. Project Management</b>	<b>135,615</b>	<b>917,057.38</b>	<b>1,052,672.38</b>	-	<b>186,885.00</b>	<b>21,521.22</b>	-	<b>1,074,193.60</b>
4.1 Project Operational Cost	10,500	295,073.44	305,573.44		110,500.00	21,521.22		327,094.66
4.2 Project Management Cost	77,684.41	264,903.69	342,588.10		41,380.00			342,588.10
4.3 Indirect Support Cost (GMS)	47,430.59	357,080.25	404,510.84	-	35,005.00			404,510.84
<b>5. Observer Coordination</b>	<b>0</b>	<b>129,508.71</b>	<b>129,508.71</b>					<b>129,508.71</b>
Observer Coordination		129,508.71	129,508.71					129,508.71
<b>Total</b>	<b>1,461,939.39</b>	<b>4,804,869.61</b>	<b>6,266,809.00</b>	<b>42,059.72</b>	<b>535,076.00</b>	<b>25,800.01</b>	<b>474.26</b>	<b>6,335,142.99</b>

**Contributions per each Donor:**

<b>Donor</b>	<b>2018</b>	<b>2019</b>	<b>TOTAL</b>	<b>Expenditures 2018/2019</b>	<b>2019 commitment</b>	<b>2020 Balance</b>
Japan	891,360.00		891,360.00			
New Zealand	990,000.00	1,178,831.00	2,168,831.00			
Australia	355,655.00	2,395,194.00	2,750,849.00			
United Kingdom		114,713.00	114,713.00			
Ireland		270,815.00	270,815.00			
Germany		547,865.00	547,865.00			
UN DPPA		226,846.50	226,846.50			
	<b>2,237,015.00</b>	<b>4,734,264.50</b>	<b>6,971,279.50</b>	<b>6,266,809.00</b>	<b>42,059.72</b>	<b>662,410.78</b>