

identified in Section 3: Results and Partnerships, Pg10

4. Have knowledge, good practices, and past lessons learned of UNDP and others informed the project design? (select the option from 1-3 that best reflects this project)

- 1: Knowledge and lessons learned (gained e.g. through peer assist sessions) backed by credible evidence from evaluation, corporate policies/strategies, and monitoring have been explicitly used, with appropriate referencing, to develop the project's theory of change and justify the approach used by the project over alternatives.
- 2: The project design mentions knowledge and lessons learned backed by evidence/sources, which inform the project's theory of change but have not been used/are not sufficient to justify the approach selected over alternatives.
- 3: There is only scant or no mention of knowledge and lessons learned informing the project design. Any references that are made are not backed by evidence.

Evidence

It was noted that the Pacific office has extensive experience working with parliaments across the region and the consultant Frank Feulner, along with the project team in the Pacific Office has extensive experience of working on parliamentary development issues in dozens of countries.

Prodoc peer reviewed by Regional Technical Adviser. Backed by evidence from 2013 Fiji Parliament Needs Assessment and 2015 Mid-term Evaluation, UNDP Strategic Note

Management Response

5. Does the project use gender analysis in the project design and does the project respond to this gender analysis with concrete measures to address gender inequalities and empower women? (select the option from 1-3 that best reflects this project)

- 1: A participatory gender analysis on the project has been conducted. This analysis reflects on the different needs, roles and access to/control over resources of women and men, and it is fully integrated into the project document. The project establishes concrete priorities to address gender inequalities in its strategy. The results framework includes outputs and activities that specifically respond to this gender analysis, with indicators that measure and monitor results contributing to gender equality. (all must be true to select this option)
- 2: A gender analysis on the project has been conducted. This analysis reflects on the different needs, roles and access to/control over resources of women and men. Gender concerns are integrated in the development challenge and strategy sections of the project document. The results framework includes outputs and activities that specifically respond to this gender analysis, with indicators that measure and monitor results contributing to gender equality. (all must be true to select this option)
- 3: A gender analysis on the project has been conducted. This analysis reflects on the different needs, roles and access to/control over resources of women and men. Gender concerns are integrated in the development challenge and strategy sections of the project document. The results framework includes outputs and activities that specifically respond to this gender analysis, with indicators that measure and monitor results contributing to gender equality. (all must be true to select this option)

7. Does the project seek to further the realization of human rights using a human rights based approach? (select from options 1-3 that best reflects this project)

3: Credible evidence that the project aims to further the realization of human rights, upholding the relevant international and national laws and standards in the area of the project. Any potential adverse impacts on enjoyment of human rights were rigorously identified and assessed as relevant, with appropriate mitigation and management measures incorporated into project design and budget. (all must be true to select this option)

2: Some evidence that the project aims to further the realization of human rights. Potential adverse impacts on enjoyment of human rights were identified and assessed as relevant, and appropriate mitigation and management measures incorporated into the project design and budget.

1: No evidence that the project aims to further the realization of human rights. Limited or no evidence that potential adverse impacts on enjoyment of human rights were considered.

Evidence

Management Response

Project does not have activities that impact on the realization of human rights, but it creates space for parliament to engage with citizens to improve their social, economic and political rights and freedoms

8. Did the project consider potential environmental opportunities and adverse impacts, applying a precautionary approach? (select from options 1-3 that best reflects this project)

3: Credible evidence that opportunities to enhance environmental sustainability and integrate poverty-environment linkages were fully considered as relevant, and integrated in project strategy and design. Credible evidence that potential adverse environmental impacts have been identified and rigorously assessed with appropriate management and mitigation measures incorporated into project design and budget. (all must be true to select this option).

2: No evidence that opportunities to strengthen environmental sustainability and poverty-environment linkages were considered. Credible evidence that potential adverse environmental impacts have been identified and assessed, if relevant, and appropriate management and mitigation measures incorporated into project design and budget.

1: No evidence that opportunities to strengthen environmental sustainability and poverty-environment linkages were considered. Limited or no evidence that potential adverse environmental impacts were adequately considered.

Evidence

Management Response

Pro doc Section on Expected Results pp. 9-10

Evidence

Management Response

Pro doc RF pp. 12-15-17

11. Is there a comprehensive and costed M&E plan with specified data collection sources and methods to support evidence-based management, monitoring and evaluation of the project?

Yes

No

Evidence

Pro. doc pp. 18-27 for M&E Plan and Multi-Year Work Plan

12. Is the project's governance mechanism clearly defined in the project document, including planned composition of the project board? (select from options 1-3 that best reflects this project)

* 3: *The project's governance mechanism is fully defined in the project document. Individuals have been specified for each position in the governance mechanism (especially all members of the project board.) Project Board members have agreed on their roles and responsibilities as specified in the terms of reference. The ToR of the project board has been attached to the project document. (all must be true to select this option).*

2: *The project's governance mechanism is defined in the project document; specific institutions are noted as holding key governance roles, but individuals may not have been specified yet. The prodoc lists the most important responsibilities of the project board, project director/manager and quality assurance roles. (all must be true to select this option)*

1: *The project's governance mechanism is loosely defined in the project document, only mentioning key roles that will need to be filled at a later date. No information on the responsibilities of key positions in the governance mechanism is provided.*

Evidence

Management Response

Pro doc Governance & Management Arrangements, p. 28, and Annex 4 Project Board ToR.

13. Have the project risks been identified with clear plans stated to manage and mitigate each risk? (select from options 1-3 that best reflects this project)

3: *Project risks related to the achievement of results are fully described in the project risk log, based on comprehensive analysis drawing on the theory of change, Social and Environmental Standards and screening, situation analysis, capacity assessments and other analysis. Clear and complete plan in place to manage and mitigate each risk. (both must be true to select this option)*

2: *Project risks related to the achievement of results identified in the initial project risk log with mitigation measures identified for each risk.*

1: *Some risks may be identified in the initial project risk log, but no evidence of analysis and no clear risk mitigation measures identified. This option is also selected if risks are not clearly identified and no initial risk log is included with the project document.*

Evidence

Management Response

Pro doc Annex 3 Risk Log

Efficient

Quality Rating: Exemplary

14. Have specific measures for ensuring cost-efficient use of resources been explicitly mentioned as part of the project design? This can include: i) using the theory of change analysis to explore different options of achieving the maximum results with the resources available; ii) using a portfolio management approach to improve cost effectiveness through synergies with other interventions; iii) through joint operations (e.g., monitoring or procurement) with other partners.

Yes

No

Evidence

Pro doc Section IV, Cost Efficiency and Effectiveness, p. 13.

15. Are explicit plans in place to ensure the project links up with other relevant on-going projects and initiatives, whether led by UNDP, national or other partners, to achieve more efficient results (including, for example, through sharing resources or coordinating delivery?)

Yes

The project budget fully covers all DPC.

Effective

Quality Rating: Highly Satisfactory

18. Is the chosen implementation modality most appropriate? (select from options 1-3 that best reflects this project)

3: The required implementing partner assessments (capacity assessment, HACT micro assessment) have been conducted, and there is evidence that options for implementation modalities have been thoroughly considered. There is a strong justification for choosing the selected modality, based on the development context. (both must be true to select this option)

2: The required implementing partner assessments (capacity assessment, HACT micro assessment) have been conducted and the implementation modality chosen is consistent with the results of the assessments.

1: The required assessments have not been conducted, but there may be evidence that options for implementation modalities have been considered.

Evidence

Management Response

N/A since DIM has worked in the first phase and Parliament has requested continuation.

19. Have targeted groups, prioritizing marginalized and excluded populations that will be affected by the project, been engaged in the design of the project in a way that addresses any underlying causes of exclusion and discrimination?

3: Credible evidence that all targeted groups, prioritising marginalized and excluded populations that will be involved in or affected by the project, have been actively engaged in the design of the project. Their views, rights and any constraints have been analysed and incorporated into the root cause analysis of the theory of change which seeks to address any underlying causes of exclusion and discrimination and the selection of project interventions.

2: Some evidence that key targeted groups, prioritising marginalized and excluded populations that will be involved in the project, have been engaged in the design of the project. Some evidence that their views, rights and any constraints have been analysed and incorporated into the root cause analysis of the theory of change and the selection of project interventions.

1: No evidence of engagement with marginalized and excluded populations that will be involved in the project during project design. No evidence that the views, rights and constraints of populations have been incorporated into the project.

Not Applicable

- 1: The project does not yet have a work plan & budget covering the duration of the project.

Evidence

Multi-Year Work Plan, pp. 21-27.

Sustainability & National Ownership

Quality Rating: Exemplary

23. Have national partners led, or proactively engaged in, the design of the project?

- 3: *National partners have full ownership of the project and led the process of the development of the project jointly with UNDP.*
 - 2: The project has been developed by UNDP in close consultation with national partners.
 - 1: The project has been developed by UNDP with limited or no engagement with national partners.
- Not Applicable

Evidence

Concept Note discussed jointly. Partners engaged in meetings.

24. Are key institutions and systems identified, and is there a strategy for strengthening specific/ comprehensive capacities based on capacity assessments conducted? (select from options 0-4 that best reflects this project):

- 3: *The project has a comprehensive strategy for strengthening specific capacities of national institutions based on a systematic and detailed capacity assessment that has been completed. This strategy includes an approach to regularly monitor national capacities using clear indicators and rigorous methods of data collection, and adjust the strategy to strengthen national capacities accordingly.*
- 2.5: A capacity assessment has been completed. The project document has identified activities that will be undertaken to strengthen capacity of national institutions, but these activities are not part of a comprehensive strategy to monitor and strengthen national capacities.
- 2: A capacity assessment is planned after the start of the project. There are plans to develop a strategy to strengthen specific capacities of national institutions based on the results of the capacity assessment.

1.5: There is mention in the project document of capacities of national institutions to be strengthened through the project, but no capacity assessments or specific strategy development are planned.

1: Capacity assessments have not been carried out and are not foreseen. There is no strategy for strengthening specific capacities of national institutions.

Not Applicable

Evidence

Assessments have been conducted (i.e. committee assessment)

25. Is there is a clear strategy embedded in the project specifying how the project will use national systems (i.e., procurement, monitoring, evaluations, etc.) to the extent possible?

Yes

No

Not Applicable

Evidence

DIM Modality

26. Is there a clear transition arrangement/ phase-out plan developed with key stakeholders in order to sustain or scale up results (including resource mobilisation strategy)?

Yes

No

Evidence

Pro doc: Sustainability and Scaling Up, p. 13.

Quality Assurance Summary/PAC Comments

Multi Year Budgets and Work Plan

- Ensure that the budget total per year is inserted into the multiyear work plan.
- Planned activities within the Multi Year Work Plan should be clustered. There should be no more than 4 activities per Output.

Results Framework

- Indicators for Outcome 2.1: It was recommended by the members that the project develop its own indicators on how it will measured. This will assist the project in its reporting under this outcome to donors.

Budget Cover Page – Total Resources Required

- The project team to get approval from DFAT and NZ MFAT to reflect their current financial commitments to the project on the cover page.
- Only the confirmed financial commitments are to be reflected on the cover page. Therefore only the DFAT and NZ MFAT financial resources will reflected.
- The project team to confirm with Australia the in kind contribution to be received under the Pacific Parliament Partnership (PPP) Programme. This amount to be reflected in the cover pages as well.

List of Uploaded Documents

File Name	Modified By	Modified
FPSP Phase2 ProdDoc Draft 25 Oct 2016.doc	nanise.saune@undp.org	10/26/2016 3:50:30 AM
Annex B pre-PAC Minutes.pdf	nanise.saune@undp.org	10/26/2016 3:47:19 AM

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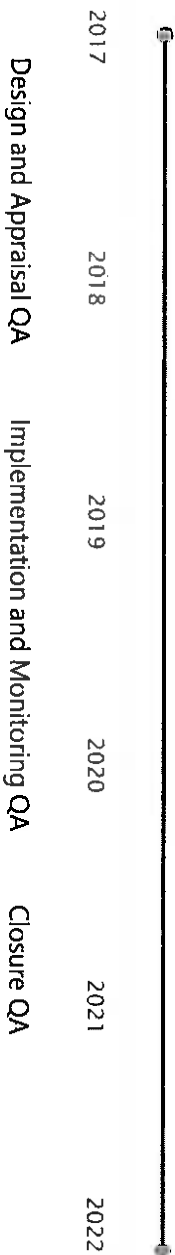
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Project Quality Assurance and SESP

Quality Assurance (QA)



Quality Assurance	Year	Date	Status	Rating	Decision
Design and Appraisal	2016	Oct 26, 2016	Under Review	Overall Rating Strategic	Approve: The project
			View and		
			Under Review	Highly Satisfactory	
				Satisfactory	

