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**PROJECT DOCUMENT**

Saudi Arabia

**Project Title:** Support to the General Commission for Survey

**Project Number:** SAU10- 110186

**Implementing Partner:** General Commission for Survey

**Start Date:** 1 May 2018

**End Date:** 30 April 2020

**PAC Meeting date:** 24 April 2018

**Brief Description**

This project represents the second phase in a strategic partnership focusing on promotion of the surveying works and the myriad products of surveying. The key objective of this intervention is to maintain provision of advisory services in developing the national capacities for effective geo-spatial surveys, generating multi-purpose knowledge from such surveys to efficiently boost national efforts in achieving the key directions of the Saudi Vision 2030 as well as promoting the national implementation of the Sustainable Development Goals (SDGs).

The completion of the previous phase has been instrumental in nurturing the idea of developing the foundation of financial sustainability whereby the General Commission of Survey (GCS) will achieve a high level of efficiency in all its hydrological and geospatial products. It is through this quality and efficiency that the GCS wishes to expand marketing of its products and to broaden the public awareness about its products and services. The core around which all aspects of this project revolve is the design and operationalizing of a National Centre for Geospatial Data.

On this basis, the project has four interconnected outputs:

- 1) National Centre for Geospatial Data strengthened and operationalized
- 2) National capacities developed
- 3) Advisory services provided towards achievement of financial sustainability and contribution to the national economy
- 4) Advocacy promoted for a wider visibility of GCS

Capacity development will also focus on training in the core areas of land survey; geodetic survey; topographic survey\* and hydrological survey.

<b>Contributing Outcome (UNDAF/CPD, RPD or GPD):</b> Improved knowledge-based equitable and sustainable development, underpinned by innovation and improved infrastructure  <b>Indicative Output(s):</b> National Policies developed to promote economic diversification with increased employment of	<b>Total resources required:</b>		
	<b>Total resources allocated:</b>	<b>UNDP TRAC:</b>	
		<b>Donor:</b>	
		<b>Government:</b>	\$800,000
		<b>In-Kind:</b>	
<b>Unfunded:</b>			

Agreed by (signatures)<sup>1</sup>:

Government	UNDP
Name: H. E. Dr Abdulaziz Ibrahim Al-Saab, President, the General Commission for Survey	Name: Mr. Firas Gharaibeh UNDP Resident Representative, a.i.
Signature:	Signature:
Date:	Date: 14 May 2018

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## I. DEVELOPMENT CHALLENGE

Saudi Arabia is among the high achievers of human development. Linking development to a long-term vision of the economy toward the year 2030, Saudi Arabia is in fact seeking to achieve a diversified, prosperous, private-sector-driven economy that would provide rewarding job opportunities, quality education, health care and necessary skills to ensure the well-being of all citizens. Along this path, the Kingdom has achieved and sustained great gains with respect to its progress in the global Human Development Index (HDI) of the United Nations Development Programme (UNDP), by persistently ascending to the status of Very High Development category in 2016 from that of middle-income ranking in the 1990s.

Based on the three pillars of the Kingdom vision 2030, launched on 25 April 2016, the significance of the geographical information has been accentuated. Such information is considered as the means for expanding the scope of electronic services provided to other services such as (GIS). In this basis, the General Commission for Survey has studied and analysed its current status and the situation of Survey and geospatial information in the Kingdom, GCS has worked to develop the survey and geospatial information sector to be one of the national income resources according to the best international practices for achieving one of the most important objectives of vision 2030 to find other sources of income and not to reduce Saudi Arabia's dependence on oil as a major source. The GCS's vision, which was approved by the Board of Directors (and pending for the approval of the Council of Ministers), included the creation of investment opportunities in this field. In this regards GCS recruited specialized international experts for studying the best practices in the world (Norway, People's Republic of China, South Korea, Abu Dhabi) to adopt the best applications and programs to achieve the GCS's vision to strengthen the economy and rationalization of spending through its role as the central authority for the management and operation of the National Centre for GIS and the legislative and monitoring the survey and geospatial information sector to promote and unify the performance standards and means of measurement and control, to achieve a significant reduction of costs spending as a result of the implementation of similar projects by other sectors, as well as establishing their geospatial information centres to achieve their own requirements only, as well as opportunities to invest in geographic information due to the unification of the centre from which all the other sector can obtain the information and data.

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## II. STRATEGY

This project intends to utilize the strong capabilities of UNDP in capacity development and to forge partnership between the GCS and UNDP to enhance the national capacities for generation, compilation, processing and efficient usage of the geo-data and geographical information systems in Saudi Arabia. It is envisaged that the project provides the Government, represented by GCS, with the platform to tap international best practices in terms of survey methods, geospatial variables and relevant expertise.

The project foresees the following four outputs as follows:

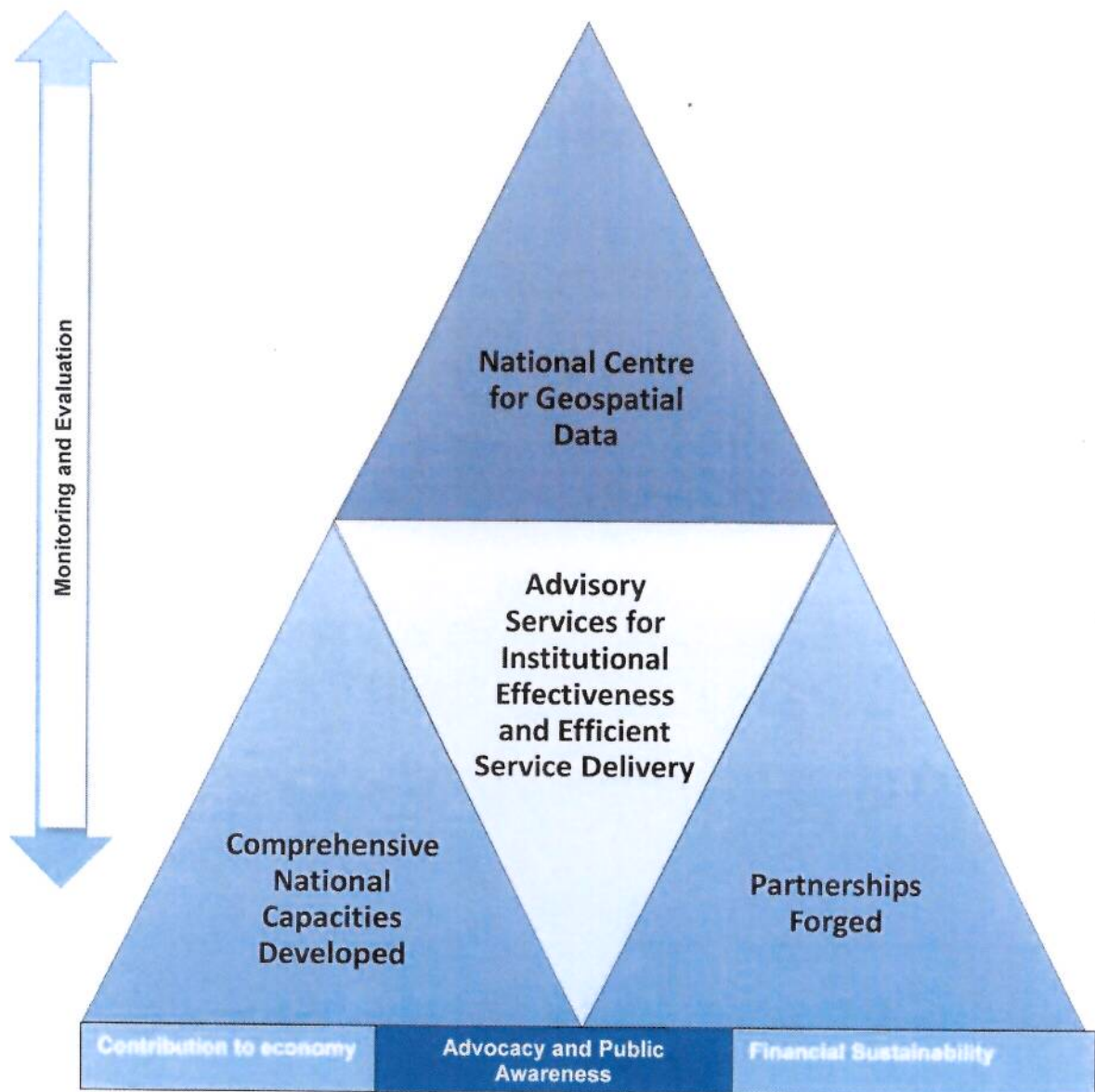
- 5) National Centre for Geospatial Data established and operationalized
- 6) National capacities developed
- 7) Advisory services provided towards achievement of financial sustainability and contribution to the national economy
- 8) Advocacy promoted for a wider visibility of GCS

This project has been preceded by a capacity development UNDP-supported intervention that was culminated in delivering extensive training packages in the key disciplines of relevance to the GCS.

The matrix of these outputs will be solidly based on three cross-cutting urgencies: contribution of the sector to the national economy through well-defined niches; advocacy and public awareness about the survey products and their significance for the evidence-based decision-making in all sectors; and realization of the financial sustainability through targeted marketing of the GCS products to a wider audience.

The achievement of the Sustainable Development Goals (SDGs) at the national level will be greatly boosted through the emphasis placed by this project on the urgency to expand evidence-based decision-making at all sectors of the economy. It is within this framework that the geospatial centre will enrich the short- to medium-term planning and decision-making along with a strong tendency towards globalization. Such tendency will also promote the competitiveness of the local economy.

In line with the above narrative, the theory of change is depicted as follows:



### III. RESULTS AND PARTNERSHIPS

#### *Expected Results*

The end-result of this intervention is to develop the national capacities of the Government in coming up with high quality geospatial products. The first step towards this end-result will be the creation of the necessary institutional arrangements, including the establishment of the National Centre for Geospatial Data. The next two steps, which will be taken simultaneously, are the capacity development programme and the partnerships with the best practices around the world. The capacity development programme will commence with a set of training modules to build the strategic, leadership and technical competencies of the GCS in the various disciplines relevant to surveying, geospatial data processing, presentation and

marketing. Public awareness will certainly be targeted to promote visibility of the GCS among the private sector and the civil society.

#### ***Resources Required to Achieve the Expected Results***

- This intervention shall deploy both long-term advisors and short-term consultants in the various units within GCS. Capacity development is viewed from its three layers, with particular emphasis on the enabling environment to capture synergies of coordination across sectors and regions.

#### ***Partnerships***

- The National Centre for Geospatial Data will identify national and sub-national modus operandi and lists of partners to assist in achieving the intended results. The institutional structure of the national center will be informed by the best practices to be brought from at least three countries of the South.

#### ***Risks and Assumptions***

- The key risks that might thwart efficient delivery of the intended results include the following, along with their proposed mitigation factors (detailed risk analysis is in Annex II):
- Difficulty in smooth coordination across sectors and regions: There is a potential risk of encountering such a difficulty; however, the project's components of capacity development and the public awareness will mitigate this risk. It is well recognized that the present intervention entails a genuine change in the development paradigm through enrichment of evidence-based decision-making and through elevating the value of geospatial planning.
- Delays might be encountered in recruiting long-term and short-term top-notch advisors with bilingual competency (Arabic and English). While the urgency of this bilingual competency is quite noticeable in working at the regional level, yet the project will establish a translation supporting team for immediate deployment.

#### ***Stakeholder Engagement***

- This intervention is grounded in a host of national and international partnerships. As the overall impact of the intervention is projected to reach all population of Saudi Arabia and in terms of both the existing generation and the future ones, the public awareness campaigns will be designed to engage all citizens.

#### ***South-South and Triangular Cooperation (SSC/TrC)***

- The project will utilize north-south and south-south cooperation modalities in support of the intended outcome. South-South Cooperation arrangements will be reached jointly with at least three countries of best practices in the areas of land survey; geodetic survey; topographic survey' and hydrological survey.

#### ***Knowledge***

- The project intends to produce reports on all aspects of the GCS work for the national audience in the public and private sectors in addition to the Civil Society Organizations. In addition, the project conceives establishing a unified database.
- It is intended that the lessons learned and best practices will be captured for dissemination utilizing UNDP's worldwide presence and knowledge networking.

#### ***Sustainability and Scaling Up***

- This intervention is designed to ensure sustainability of development results over the long-run through the two tenets of capacity development; and promotion of national ownership. This will emphasize preference of national priorities involving both the Government, the private sector and the civil society.

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#### IV. PROJECT MANAGEMENT

##### *Cost Efficiency and Effectiveness*

- The selected strategy of the intervention will deliver maximum results within the available funds as system-wide coordination is anticipated to reduce costs at downstream level with numerous synergies across sectors.

##### *Project Management*

- This project will be administered from the Head office of the General Commission for Survey in addition to the UNDP's Implementation Support Services to be provided from the UN Premises. However, the success of the National Centre for Geospatial Data relies on well-functioning system of focal points from all stakeholders. A detailed focal point mechanism will be developed for this purpose. The focal persons from all sectors will be trained on methods of updating geospatial data on a timely basis, improvement of data quality and enhancement of accuracy.
- Direct Project Costing (DPC) of 4% will be applied in addition to the General Management Service of 3%.



## RESULTS AND RESOURCES FRAMEWORK

EXPECTED OUTPUTS	OUTPUT INDICATORS	DATA SOURCE	BASELINE		Target by Year		Data Collection Method and Risks	
			Value	Year	Year 1	Year 2		
<b>Output 1</b> <i>The National Centre for Geospatial Data strengthened and operationalized to contribute to national economy</i>  Baseline: <i>GIS Database in place</i>  Indicators: <i>Simulation models tested in relevant sectors</i>	1.1 The National Centre for Geospatial Data structured and implemented	GCS	0	2017	1		Government reporting	
	1.2 Geospatial database designed and populated	GCS	0	2017	1		GCS evaluation report	
	1.3 Number of staff recruited and trained for the National Centre for Geospatial Data	GCS	0	2017	15	20		Government reporting
	1.4 Models of data simulation developed	GCS	0	2017	200	50		GCS reporting
<b>Output 2:</b> Capacities developed for efficient delivery of survey services  Baseline: <i>Saudi Vision 2030 urging for efficiency of Government services</i>  Indicators: <i>Number of 45 senior officials trained on various disciplines of GCS.</i>	2.1 Five workshops convened for extensive training on hydrological survey, and oceanographic science	GCS	0	2017	3	2	Workshop reports	
	2.2 Six workshops conducted on marketing of geospatial data among the public and private sectors' institutions	GCS	0	2017	3	3	Workshop reports	
	2.3 Four training workshops conducted on 1) land survey; 2) geodetic survey; 3) topographic survey and 4) Hydrological survey	GCS	0	2017	2	2	Workshop reports	



<b>Output 3:</b> Advisory services towards achievement of financial sustainability and contribution to the national economy	3.1 Desk review of best practices in financial sustainability	GCS	0	2017	1	2	
	3.2 Study conducted on marketing of the geospatial data products	GCS	0	2017	1	0	
	3.3 Assessment done for potential contribution of the GCS to the national economy	GCS	1	2016	1	1	
	3.4 Action plans formulated towards financial sustainability	GCS	0	2018	3		
<b>Output 4:</b> Advocacy promoted for a wider visibility	4.1 Public awareness programme formulated and implemented	GCS	1	2015	1		
	4.2 Communication messages developed and delivered	GCS	1	2017	9	3	

## V. MONITORING AND EVALUATION

### Monitoring Plan

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Quarterly, or in the frequency required for each indicator.	Slower than expected progress will be addressed by project management.		
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.		
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	At least annually	Relevant lessons are captured by the project team and used to inform management decisions.		
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.		
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.		
Project Report	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project	Annually, and at the end of the project (final report)			

	<p>quality rating summary, an updated risk long with mitigation measures, and any evaluation or review reports prepared over the period.</p>				
<p><b>Project Review (Project Board)</b></p>	<p>The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.</p>	<p>Specify frequency (i.e., at least annually)</p>	<p>Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.</p>		

**VI. ANNUAL WORK PLAN (1 MAY 2018 – 30 APRIL 2019)**

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Targets		Responsible Party	PLANNED BUDGET		
		Y1	Y2		Funding Source	Budget Description	Amount
<b>Output 1:</b> <i>The National Centre for Geospatial Data established and operationalized</i>	1.1 Designing the structure the National Centre for Geospatial Data	1		GCS	00210		45,000
	1.2 Formulating partnership strategy and mapping stakeholders	2		GCS	00210		25,000
	1.3 Implementing the structure and forging partnerships	1		GCS	00210		268,664
<b>Output 2:</b> Capacities developed for efficient delivery of survey services	2.1 Developing training manuals for hydrological survey and oceanographic science	1	1	GCS	00210		35,000
	2.2 Organizing six workshops on marketing of geospatial data among the public and private sectors' institutions	2	4	GCS	00210		135,000
	2.3 Organizing four training workshops conducted on 1) land survey; 2) geodetic survey; 3) topographic survey and 4) Cadastral survey	1	3	GCS	00210		85,000
<b>Output 3:</b> Advisory services towards achievement of financial sustainability and contribution to the national economy	3.1 Conducting desk review of best practices in financial sustainability	1		UNDP	00210		15,000
	3.2 Study conducted on marketing of the geospatial data products		1	GCS	00210		75,000
	3.3 Assessment done for potential contribution of the GCS to the national economy			GCS	00210		45,000

Monitoring and Evaluation				UNDP	00210	17,266
General Management Support (3%)					00210	23,301
Direct Project Costing (DPC) (4%)					00210	30769
<b>TOTAL</b>						<b>800,000</b>

**Schedule of Payments**  
**Project: SAU10-110186 Advisory Services to GCS**

<b>Payments</b>	<b>Amount in US\$</b>	<b>Contributor</b>
Payment upon signature	800,000	Government of Saudi Arabia
Payment to be made in January 2019 (upon availability of funds)	950,000	Government of Saudi Arabia
Total	1,750,000	

**NB The allocation for FY2019 will be forthcoming upon endorsement of the budget of the GCS towards the end of 2018.**



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## **VII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS**

This project will be implemented under the National Implementation (NIM) modality with activities implemented through UNDP NIM modality, whereby GCS assumes implementation responsibility with UNDP Implementation Support Services for recruitment of international and national advisors and other activities as noted in the Annual Work Plan.

Activities under the project will be done through standard Project Board mechanism to serve as a steering body to ensure coherence of all activities under the project. UNDP will provide technical advisory support to all activities through the UNDP Country Office in Riyadh.

### **Project Board**

The Project Board is the group responsible for making consensual management decisions for a project when guidance is required by the National Project Manager, including recommendation for approval of project revisions. Project reviews by this group are made at biannual basis in Riyadh, or as necessary when raised by the National Project Manager. This group is consulted by the National Project Manager for decisions when management tolerances (i.e. constraints normally in terms of time and budget) have been exceeded. This group contains three roles: executive representing the project ownership to chair the group, senior Supplier role to provide guidance regarding the technical feasibility of the project, and senior Beneficiary role to ensure the realization of project benefits from the perspective of project beneficiaries.

The Project Board has the following members: the National Project Manager of the GCS (Executive and Senior Beneficiary), Resident Representative, United Nations Development Programme, Saudi Arabia (as Senior Supplier). GCS and UNDP must always be present in the project board which works on a consensus basis and final decision making on project activities and accountability in accordance with its applicable regulations, rules, policies and procedures.

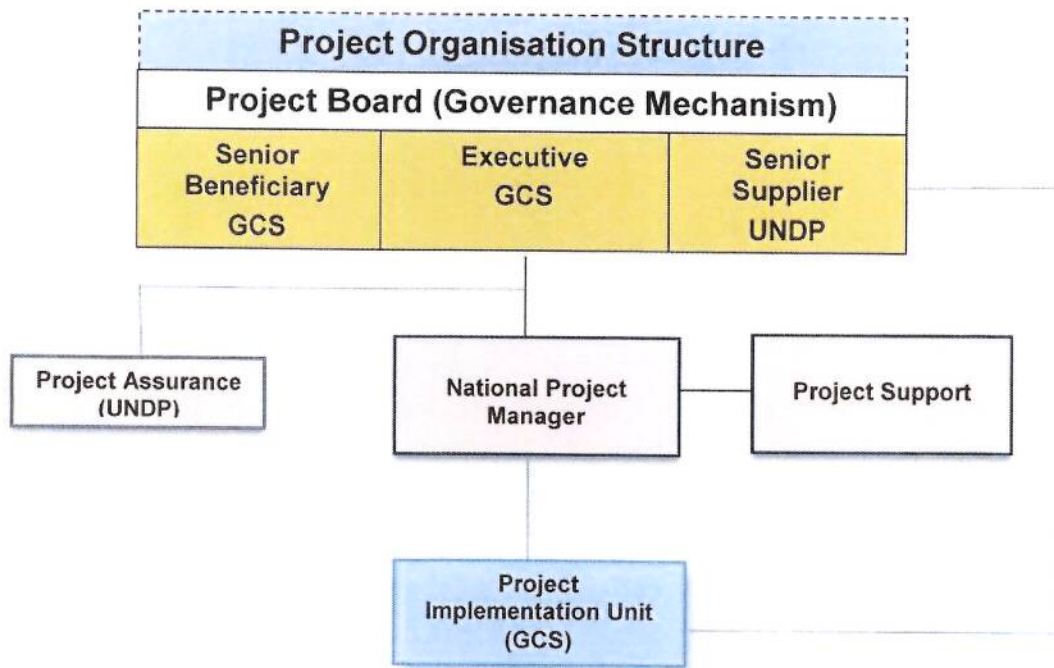
### **Project Assurance**

Project Assurance is the responsibility of each Project Board member, but the role can be delegated to staff within each agency. The Project Assurance role supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. The Team Leader for Governance UNDP Saudi Arabia will hold the Project Assurance role for the UNDP, and a similar level government representative would undertake this role for GCS. The National Project Manager and Project Assurance roles will never be held by the same individual in GCS.

### **National Project Manager**

The National Project Manager will be a senior official of GCS and shall have the authority to run the project on a day-to-day basis on behalf of the Project Board within the constraints laid down by the Project Board. The National Project Manager is responsible for day-to-day management and decision-making for the project. The National Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost. The National Project Manager is appointed by the GCS through letter to UNDP. GCS will also provide counterpart staff, offices facilities and necessary office equipment (including computers) for project staff, other project support facilities as required including for project related seminars, workshops and training facilities; other support in kind. The NPM shall prepare the AWP for each upcoming year for presentation to, and endorsement of, the Project Board Meeting.

**Terms of Reference/job descriptions** for the respective long-term advisers and short term experts/consultants are set out in the **Annex III**.



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## VIII. LEGAL CONTEXT AND RISK MANAGEMENT

### LEGAL CONTEXT STANDARD CLAUSES

This project document shall be the instrument referred to as such in Article I of the SBAA between the Government of Saudi Arabia and UNDP, signed on 4 January 1976. Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the executing agency and its personnel and property, and of UNDP's property in the executing agency's custody, rests with the executing agency. The executing agency shall: put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried; and assume all risks and liabilities related to the executing agency's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement. The executing agency agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.

This project will be implemented by the General Commission for Survey ("Implementing Partner") in accordance with its financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

### RISK MANAGEMENT STANDARD CLAUSES

#### Option a. Government Entity (NIM)

1. Consistent with the Article III of the SBAA *[or the Supplemental Provisions]*, the responsibility for the safety and security of the Implementing Partner and its personnel and property, and of UNDP's property in the Implementing Partner's custody, rests with the Implementing Partner. To this end, the Implementing Partner shall:
  - a) Put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
  - b) Assume all risks and liabilities related to the Implementing Partner's security, and the full implementation of the security plan.
2. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required

hereunder shall be deemed a breach of the Implementing Partner's obligations under this Project Document [and the Project Cooperation Agreement between UNDP and the Implementing Partner]<sup>2</sup>.

3. The Implementing Partner agrees to undertake all reasonable efforts to ensure that no UNDP funds received pursuant to the Project Document are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via [http://www.un.org/sc/committees/1267/aq\\_sanctions\\_list.shtml](http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml). This provision must be included in all sub-contracts or sub-agreements entered into under/further to this Project Document.
4. Consistent with UNDP's Programme and Operations Policies and Procedures, social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
5. The Implementing Partner shall: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
6. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.

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<sup>2</sup> Use bracketed text only when IP is an NGO/IGO

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## **IX. ANNEXES**

- 1. Social and Environmental Screening Template, including additional Social and Environmental Assessments or Management Plans as relevant.**
- 2. Risk Analysis.**
- 3. TOR of the NPM**
- 4. TORs of the key professional posts (to be elaborated upon work commencement)**

## ANNEX 2. SOCIAL AND ENVIRONMENTAL SCREENING TEMPLATE

The completed template, which constitutes the Social and Environmental Screening Report, must be included as an annex to the Project Document. Please refer to the [Social and Environmental Screening Procedure](#) and [Toolkit](#) for guidance on how to answer the 6 questions.

### Project Information

Project Information	
1. Project Title	Advisory Services to the General Commission for Survey
2. Project Number	SAU10- 110186
3. Location (Global/Region/Country)	Saudi Arabia

### Part A. Integrating Overarching Principles to Strengthen Social and Environmental Sustainability

**QUESTION 1: How Does the Project Integrate the Overarching Principles in order to Strengthen Social and Environmental Sustainability?**

**Briefly describe in the space below how the Project mainstreams the human-rights based approach**

This project represents the second phase in a strategic partnership focusing on promotion of the surveying works and the myriad products of surveying. The key objective of this intervention is to maintain provision of advisory services in developing the national capacities for effective geo-spatial surveys, generating multi-purpose knowledge from such surveys to efficiently boost national efforts in achieving the key directions of the Saudi Vision 2030 as well as promoting the national implementation of the Sustainable Development Goals (SDGs).

**Briefly describe in the space below how the Project is likely to improve gender equality and women's empowerment**

The project's objectives do not differentiate between genders and serve population at large.

**Briefly describe in the space below how the Project mainstreams environmental sustainability**

This project will enhance and develop ways to environmental sustainability.



**Part B. Identifying and Managing Social and Environmental Risks**

QUESTION 2: What are the Potential Social and Environmental Risks? <i>Note: Describe briefly potential social and environmental risks identified in Attachment 1 – Risk Screening Checklist (based on any "Yes" responses). If no risks have been identified in Attachment 1 then note "No Risks Identified" and skip to Question 4 and Select "Low Risk". Questions 5 and 6 not required for Low Risk Projects.</i>	QUESTION 3: What is the level of significance of the potential social and environmental risks? <i>Note: Respond to Questions 4 and 5 below before proceeding to Question 6</i>	QUESTION 6: What social and environmental management measures have been conducted and/or are required to address potential risks (for Risks with Moderate and High Significance)?	
Risk Description	Impact and Probability (1-5)	Significance (Low, Moderate, High)	
Risk 1: Could the Project potentially restrict availability, quality of and access to resources or basic services, in particular to marginalized individuals or groups	I = P =	Low Low	Description of assessment and management measures as reflected in the Project design. If ESIA or SESA is required note that the assessment should consider all potential impacts and risks.  The NSS has a component addressing equality of distribution of municipal services across all regions of Saudi Arabia
Risk 2 : none	I = P =		
Risk 3: ....	I = P =		
Risk 4: ....	I = P =		
[add additional rows as needed]			
QUESTION 4: What is the overall Project risk categorization?			
Select one (see <a href="#">SESP</a> for guidance)		Comments	
Low Risk <input type="checkbox"/>		Low	

	Moderate Risk	<input type="checkbox"/>		
	High Risk	<input type="checkbox"/>		
<b>QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are relevant?</b>				
Check all that apply				
<i>Principle 1: Human Rights</i>		<input type="checkbox"/>		Comments
<i>Principle 2: Gender Equality and Women's Empowerment</i>		<input type="checkbox"/>		
1. Biodiversity Conservation and Natural Resource Management		<input type="checkbox"/>		
2. Climate Change Mitigation and Adaptation		<input type="checkbox"/>		
3. Community Health, Safety and Working Conditions		<input type="checkbox"/>		
4. Cultural Heritage		<input type="checkbox"/>		
5. Displacement and Resettlement		<input type="checkbox"/>		
6. Indigenous Peoples		<input type="checkbox"/>		
7. Pollution Prevention and Resource Efficiency		<input type="checkbox"/>		This is the only relevant SES so far.

### Final Sign Off

Signature	Date	Description
QA Assessor	1 May 2018	UNDP staff member responsible for the Project, typically a UNDP Programme Officer. Final signature confirms they have "checked" to ensure that the SESP is adequately conducted.
QA Approver		UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have "cleared" the SESP prior to submittal to the PAC.
PAC Chair		UNDP chair of the PAC. In some cases PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

## SESP Attachment 1. Social and Environmental Risk Screening Checklist

<b>Checklist Potential Social and Environmental Risks</b>		Answer (Yes/No )
<b>Principles 1: Human Rights</b>		
1.	Could the Project lead to adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	NO
2.	Is there a likelihood that the Project would have inequitable or discriminatory adverse impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups? <sup>3</sup>	NO
3.	Could the Project potentially restrict availability, quality of and access to resources or basic services, in particular to marginalized individuals or groups?	NO
4.	Is there a likelihood that the Project would exclude any potentially affected stakeholders, in particular marginalized groups, from fully participating in decisions that may affect them?	NO
5.	Is there a risk that duty-bearers do not have the capacity to meet their obligations in the Project?	NO
6.	Is there a risk that rights-holders do not have the capacity to claim their rights?	NO
7.	Have local communities or individuals, given the opportunity, raised human rights concerns regarding the Project during the stakeholder engagement process?	NO
8.	Is there a risk that the Project would exacerbate conflicts among and/or the risk of violence to project-affected communities and individuals?	NO
<b>Principle 2: Gender Equality and Women's Empowerment</b>		
1.	Is there a likelihood that the proposed Project would have adverse impacts on gender equality and/or the situation of women and girls?	NO
2.	Would the Project potentially reproduce discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	NO
3.	Have women's groups/leaders raised gender equality concerns regarding the Project during the stakeholder engagement process and has this been included in the overall Project proposal and in the risk assessment?	NO
4.	Would the Project potentially limit women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services? <i>For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being</i>	NO
<b>Principle 3: Environmental Sustainability:</b> Screening questions regarding environmental risks are encompassed by the specific Standard-related questions below		
<b>Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management</b>		
1.1	Would the Project potentially cause adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services? <i>For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes</i>	NO
1.2	Are any Project activities proposed within or adjacent to critical habitats and/or environmentally sensitive areas, including legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples	NO

<sup>3</sup> Prohibited grounds of discrimination include race, ethnicity, gender, age, language, disability, sexual orientation, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to "women and men" or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender people and transsexuals.

	or local communities?	
1.3	Does the Project involve changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	NO
1.4	Would Project activities pose risks to endangered species?	NO
1.5	Would the Project pose a risk of introducing invasive alien species?	NO
1.6	Does the Project involve harvesting of natural forests, plantation development, or reforestation?	NO
1.7	Does the Project involve the production and/or harvesting of fish populations or other aquatic species?	NO
1.8	Does the Project involve significant extraction, diversion or containment of surface or ground water? <i>For example, construction of dams, reservoirs, river basin developments, groundwater extraction</i>	NO
1.9	Does the Project involve utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)	NO
1.10	Would the Project generate potential adverse transboundary or global environmental concerns?	NO
1.11	Would the Project result in secondary or consequential development activities which could lead to adverse social and environmental effects, or would it generate cumulative impacts with other known existing or planned activities in the area? <i>For example, a new road through forested lands will generate direct environmental and social impacts (e.g. felling of trees, earthworks, potential relocation of inhabitants). The new road may also facilitate encroachment on lands by illegal settlers or generate unplanned commercial development along the route, potentially in sensitive areas. These are indirect, secondary, or induced impacts that need to be considered. Also, if similar developments in the same forested area are planned, then cumulative impacts of multiple activities (even if not part of the same Project) need to be considered.</i>	NO
<b>Standard 2: Climate Change Mitigation and Adaptation</b>		
2.1	Will the proposed Project result in significant <sup>4</sup> greenhouse gas emissions or may exacerbate climate change?	NO
2.2	Would the potential outcomes of the Project be sensitive or vulnerable to potential impacts of climate change?	NO
2.3	Is the proposed Project likely to directly or indirectly increase social and environmental vulnerability to climate change now or in the future (also known as maladaptive practices)? <i>For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding</i>	NO
<b>Standard 3: Community Health, Safety and Working Conditions</b>		
3.1	Would elements of Project construction, operation, or decommissioning pose potential safety risks to local communities?	NO
3.2	Would the Project pose potential risks to community health and safety due to the transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	NO
3.3	Does the Project involve large-scale infrastructure development (e.g. dams, roads, buildings)?	NO
3.4	Would failure of structural elements of the Project pose risks to communities? (e.g. collapse of buildings or infrastructure)	NO
3.5	Would the proposed Project be susceptible to or lead to increased vulnerability to earthquakes, subsidence, landslides, erosion, flooding or extreme climatic conditions?	NO
3.6	Would the Project result in potential increased health risks (e.g. from water-borne or other vector-borne diseases or communicable infections such as HIV/AIDS)?	NO
3.7	Does the Project pose potential risks and vulnerabilities related to occupational health and safety due to physical, chemical, biological, and radiological hazards during Project construction.	NO

<sup>4</sup> In regards to CO<sub>2</sub> 'significant emissions' corresponds generally to more than 25,000 tons per year (from both direct and indirect sources). [The Guidance Note on Climate Change Mitigation and Adaptation provides additional information on GHG emissions.]

	operation, or decommissioning?	
3.8	Does the Project involve support for employment or livelihoods that may fail to comply with national and international labor standards (i.e. principles and standards of ILO fundamental conventions)?	NO
3.9	Does the Project engage security personnel that may pose a potential risk to health and safety of communities and/or individuals (e.g. due to a lack of adequate training or accountability)?	NO
<b>Standard 4: Cultural Heritage</b>		
4.1	Will the proposed Project result in interventions that would potentially adversely impact sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: Projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	NO
4.2	Does the Project propose utilizing tangible and/or intangible forms of cultural heritage for commercial or other purposes?	NO
<b>Standard 5: Displacement and Resettlement</b>		
5.1	Would the Project potentially involve temporary or permanent and full or partial physical displacement?	NO
5.2	Would the Project possibly result in economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	NO
5.3	Is there a risk that the Project would lead to forced evictions? <sup>5</sup>	NO
5.4	Would the proposed Project possibly affect land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	NO
<b>Standard 6: Indigenous Peoples</b>		
6.1	Are indigenous peoples present in the Project area (including Project area of influence)?	NO
6.2	Is it likely that the Project or portions of the Project will be located on lands and territories claimed by indigenous peoples?	NO
6.3	Would the proposed Project potentially affect the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the Project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)?  <i>If the answer to the screening question 6.3 is "yes" the potential risk impacts are considered potentially severe and/or critical and the Project would be categorized as either Moderate or High Risk.</i>	NO
6.4	Has there been an absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	NO
6.5	Does the proposed Project involve the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	NO
6.6	Is there a potential for forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources?	NO
6.7	Would the Project adversely affect the development priorities of indigenous peoples as defined by them?	NO
6.8	Would the Project potentially affect the physical and cultural survival of indigenous peoples?	NO
6.9	Would the Project potentially affect the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices?	NO

<sup>5</sup> Forced evictions include acts and/or omissions involving the coerced or involuntary displacement of individuals, groups, or communities from homes and/or lands and common property resources that were occupied or depended upon, thus eliminating the ability of an individual, group, or community to reside or work in a particular dwelling, residence, or location without the provision of, and access to, appropriate forms of legal or other protections.



<b>Standard 7: Pollution Prevention and Resource Efficiency</b>		
7.1	Would the Project potentially result in the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	NO
7.2	Would the proposed Project potentially result in the generation of waste (both hazardous and non-hazardous)?	NO
7.3	Will the proposed Project potentially involve the manufacture, trade, release, and/or use of hazardous chemicals and/or materials? Does the Project propose use of chemicals or materials subject to international bans or phase-outs? <i>For example, DDT, PCBs and other chemicals listed in international conventions such as the Stockholm Conventions on Persistent Organic Pollutants or the Montreal Protocol</i>	NO
7.4	Will the proposed Project involve the application of pesticides that may have a negative effect on the environment or human health?	NO
7.5	Does the Project include activities that require significant consumption of raw materials, energy, and/or water?	NO

## RISK LOG

Risk	Probability	Impact	Risk Response
<b>Institutional</b>			
<i>Deficiencies of national capacities</i>	<i>Low</i>	<i>Moderate</i>	GCS to seriously consider creating retention policies and incentives
High rate of turnover among professional posts	<i>Moderate</i>	<i>High</i>	Formulate career development paths through post-graduate scholarships

ANNEX 3

**Appendix A**  
**AGREEMENT BETWEEN UNDP AND THE GOVERNMENT FOR THE PROVISION OF  
SUPPORT SERVICES**

- 1) Reference is made to consultations between officials of the Government of the Kingdom of Saudi Arabia (hereinafter referred to as "the Government") and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed programmes and projects. UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through its institution designated in the relevant programme support document or project document, as described below.
- 2) The UNDP country office may provide support services for assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Government-designated institution is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.
- 3) The UNDP country office may provide, at the request of the designated institution, the following support services for the activities of the programme/project:
  - a. Identification and/or recruitment of project and programme personnel;
  - b. Identification and facilitation of training activities;
  - c. Procurement of goods and services.
- 4) The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies, and procedures. Support services described in paragraph 3 above shall be detailed in an annex to the programme support document or project document, in the form provided in the Attachment hereto. If the requirements for support services by the country office change during the life of a programme or project, the annex to the programme support document or project document is revised with the mutual agreement of the UNDP resident representative and the designated institution.
- 5) The relevant provisions of the Agreement between the Government of the Kingdom of Saudi Arabia and the United Nations Development Programme signed in 4<sup>th</sup> January 1976 (the "SBAA"), including the provisions on liability and privileges and immunities, shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally managed programme or project through its designated institution. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the annex to the programme support document or project document.
- 6) Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.
- 7) The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specified in the annex to the programme support document or project document.
- 8) The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.
- 9) Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

10) If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally managed programmes and projects.

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**On Behalf of the United Nations Development Programme (UNDP)  
UNDP Resident Representative a.i**

**Signature:** .....

**Mr. Firas Gharaibeh**

**Date: 24 April 2018**

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**On Behalf of the Kingdom of General Commission for Survey**

**Signature:** .....

**H. E. Dr Abdulaziz Ibrahim Al-Saab,  
President, the General Commission for Survey**

**Date: 24 April 2018**

**ATTACHMENT TO ANNEX 3**

**DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES**

1. Reference is made to consultations between the General Commission for Survey (GCS) of the Kingdom of Saudi Arabia, and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally managed and UNDP-supported project "Advisory Services to the General Commission for Survey".
2. In accordance with the provisions of the letter of agreement signed in April 2018 and the project document, the UNDP country office shall provide support services for the Project as described below.
3. Support services to be provided:

Support Services	Schedule for the provision of the support services	Cost to UNDP of providing such support services (where appropriate)	Amount and method of reimbursement of UNDP (where appropriate)
I. Revision of substantive studies to check their quality	Throughout project		4% of project annual expenditure
II. Recruitment of experts (short-term and long-term), including the sponsorship arrangements	Throughout project		
III. Assistance in getting exposed to best practices	Throughout project		
IV. Procurement of professional services and equipment			

Annex 4

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