

**Country: Turkmenistan****Project document****Project title**

Strengthening institutional and technical capacity of the State Statistics Committee of Turkmenistan to implement 2030 Agenda

**PFD Outcome(s):**

Outcome 1: Quality disaggregate data, aligned with international standards, is available to policy makers, legislators, and the interested public to monitor the major goals of National Programmes, the post-2015 SDGs, and the PFD, and to formulate new national strategies and programmes.

**Expected CP Outcome(s):**

Quality disaggregate data, aligned with international standards, is available to policy makers, legislators, and the interested public to monitor the major goals of National Programmes, the post-2015 SDGs, and the PFD, and to formulate new national strategies and programmes.

**Expected Output(s):**

Output 1.1: Availability of results-based monitoring and reporting systems in targeted ministries/institutions to measure progress in the implementation of national line ministries' programmes, including relevant SDGs

**Implementing partner:**

State Statistics Committee of Turkmenistan

**Project Start Date:**

15.01.2018

**Project End Date:**

31.12.2018

**Brief description**

The overall objective of the project between UNDP and State Statistics Committee of Turkmenistan is to enhance institutional and technical capacity of the State Statistics Committee of Turkmenistan with the aim to implement 2030 Agenda for Sustainable Development. Specifically, the project envisages equipping the State Statistics Committee of Turkmenistan with state-of-art computer equipment and multimedia technologies as well as development of innovative methods of statistic data presentation.

**Contributing Outcome 1 of the UN-TKM PFD 2016-2020:**

Quality disaggregate data, aligned with international standards, is available to policy makers, legislators, and the interested public to monitor the major goals of National Programmes, the post-2015 SDGs, and the PFD, and to formulate new national strategies and programmes

**Total resources required:**

US\$ 935,591

**Total resources allocated:****UNDP:**

\$14 000

**Government of Turkmenistan**  
equivalent amount in national currency (manat) determined by applying the official exchange rate in effect on the date of payment

\$921 591

State Statistics Committee of Turkmenistan	UNDP
Ayna Orayeva Chairman	Elena Panova Resident Representative
Date: 07/01/2018	Date: 4/01/2018

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## I. SITUATION DESCRIPTION

Adoption of the 2030 Agenda for Sustainable Development<sup>1</sup> has drawn an increasing attention by the international community to the necessity to strengthen statistical capacity of the developing countries in measuring, monitoring and reporting on the Sustainable Development Goals (SDG), including relevant targets and indicators. Goal 17 directly relates to strengthen the means of implementation and revitalize the Global Partnership for Sustainable Development and target 17.18 aims at enhancing capacity to increase the availability of high-quality, timely and reliable data disaggregated by income, gender, age, race, ethnicity, migratory status, disability, geographic location and other characteristics relevant in national contexts.

According to the Statistic Capacity Building Report made by the Secretary-General in March 2017, the system of global indicators developed to monitor goals and objectives of sustainable development creates a huge challenge to those who prepare official statistics in the all countries both developing and developed. Countries must comply with new data requirements which are assigned to them including a rapid identification of national targets and indicators in order to be able to implement 2030 Agenda. They have to develop and adapt their national statistic systems in line with these requirements and introduce modernized processes to ensure a well-timed preparation of the official statistics. Countries will be also required to provide for methodologies and tools which are globally developed to measuring sustainable development goals and relevant targets, especially in new statistic areas. Meantime, the development and building-up of institutional and technical capacity in developing countries in identification of high-quality, actual, authentic and disaggregated data being consistent with international standards and that take account of fundamental principles of the official statistics as well as being able to assist decision-making bodies to develop a fact-based policy, totally integrating economic, social and environmental factors, have a critical importance.<sup>2</sup>

Turkmenistan being committed to Global Agenda for Sustainable Development Goals immediately proceeded to adapting SDG at the national level and conducted initial consultations between UN agencies and representatives of ministries and institutions of Turkmenistan in October 2015. During 2016 the interaction between the Government of Turkmenistan and UN agencies continued on systemic and regular base which resulted in adopting by Turkmenistan 17 Sustainable Development Goals (SDG), 148 targets and 187 indicators on 20 September 2016.

On 17 November 2017, the Decree of the President of Turkmenistan was adopted to approve the institutional structure of SDG monitoring system in Turkmenistan including roles and responsibilities of the key ministers and agencies of Turkmenistan including the Ministry of Finance and Economy, the State Statistics Committee of Turkmenistan and line ministries and agencies. According to the approved structure additional functions and tasks have been assigned upon the State Statistics Committee of Turkmenistan which include provision of statistical reporting on implementation of the Sustainable Development Goals in Turkmenistan, namely: 1) development of methodology, collection and processing of government statistical data; 2) establishment and maintenance of SDG database; 3) coordination of collection of administrative data from sectoral statistics including support in developing relevant methodologies.

Realization in practice of the proposed SDG monitoring system including an effective implementation of new functions and tasks which were assigned upon the State Statistics Committee of Turkmenistan with respect of SDG monitoring will require a huge work and considerable costs to the Government of Turkmenistan including financial and human resources. In this respect, United Nations Development Programme being a global UN network in development and supporting reforms and providing access to sources of knowledge, practical experience and resources with a view to achieve Global 2030 Agenda for Sustainable Development Goals, proposes a technical assistance in strengthening institutional and technical capacity in the SDG implementation to the State Statistics Committee of Turkmenistan.

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<sup>1</sup> Resolution of the General Assembly, 70/1

<sup>2</sup>Report of the Secretary-General. Resolution of UN Economic and Social Council 2016/220

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## II. STRATEGY

This project is strategically important both for the UN Development Programme and the Government of Turkmenistan since it reinforces the constructive relations which have been already established in order to implement the global 2030 Agenda for Sustainable Development Goals (2030 Agenda) and relevant Sustainable Development Goals which were adopted by the Government of Turkmenistan in September 2016.

In order to comprehensively take account of the national realities and priorities of the country in the process of 2030 Agenda implementation as well as a complex and undivided nature of SDG and in order to ensure the balance for the all three components of sustainable development: economic, social and environmental, this project will contribute to improving the national coordinating mechanism aimed at reaching the SDG including capacity building for the State Statistics Committee of Turkmenistan as the authority which is responsible for preparation of state statistic reporting with focus on monitoring SDG achievement.

This project is based on recommendations provided during the self-assessment of the institutional structure and functioning which was carried out by the State Statistics Committee of Turkmenistan in 2014 with a view to identify the opportunities for improvement. The assessment was carried out by means of using a modified version of internationally accepted methodology of the global assessment adapted with support of Eurostat, EEC and EFTA which was successfully applied in the countries of Europe, Caucuses and Central Asia.

The objectives of this project agreed by the UNDP and State Statistics Committee of Turkmenistan is to strengthen institutional and technical capacity aiming at monitoring of SDG implementation. In this regard, the project activities aim at equipping of the building of the State Statistics Committee of Turkmenistan with state-of-art computer equipment and multimedia technologies; and developing of innovative methods of statistical data presentation.

This project is in line with goals and objectives specified Turkmenistan-UN Partnership Framework for Development for 2016-2020 (PFD) and the Country Programme Action Plan agreed between the Government of Turkmenistan and the United Nations Development Programme for 2016-2020 which focus on improving the quality of statistic data. Particularly, the project enable to achieve the Outcome 1: Quality disaggregate data, aligned with international standards, is available to policy makers, legislators, and the interested public to monitor the major goals of National Programmes, the post-2015 SDGs, and the PFD, and to formulate new national strategies and programmes. The project will assist to achieve the Global 2030 Agenda for sustainable development and Sustainable Development Goals (SDG), nationalized by Turkmenistan in September 2016, particularly, SDG 8 (Economy) and SDG 17 (Partnership).

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### III. RESULTS AND PARTNERSHIPS

#### *Expected results*

The expected results under this project include institutional and technical capacity building for the State Statistics Committee of Turkmenistan in the area of monitoring and implementation of Sustainable Development Goals in Turkmenistan which will be achieved through equipping of the building of the State Statistics Committee of Turkmenistan with state-of-art computer equipment and multimedia technologies as well as developing of innovative methods of statistic data presentation.

Particularly, the advance computer equipment and multimedia technologies will be procured to equip the State Statistics Committee of Turkmenistan in accordance with modern requirements and international standards necessary to produce high-quality, actual, authentic and disaggregated data for measuring the progress with SDG indicators. Also, innovative methods of collection of statistical data will trace the progress of SDG implementation and development of new methods of presentation and demonstration of statistics information by using multimedia technologies.

Achievement of this result will be measured by the following indicators:

- 1.1 Technical parameters in line with international standards and SDG requirements for data collection.
- 1.2 Number of specialists trained in area of using innovative methods of statistic data presentation.

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### IV. PROJECT MANAGEMENT ARRANGEMENTS

The project will be implemented under a National implementation modality (NIM). As the national implementing partner, the State Statistics Committee of Turkmenistan (Turkmenstat) will oversee all aspects of project implementation. This role is consistent with the role of Turkmenstat as the agency responsible for official information basing on statistic and social observations. Turkmenstat will appoint a senior staff member to serve as the National Project Coordinator (NPC), who will be the lead individual responsible for overseeing the project implementation.

Overall governance of the project will be carried out by the Project Board, which will include Turkmenstat and UNDP. The National Project Coordinator (NPC) will serve as Chair of the Project Board, with support from UNDP in organizing and running all meetings and other exchanges of information. Meetings of the Project Board will take place at least twice annually in time for approval of the following year's Annual Work Plan and the previous year reports. Additional meetings may be called as needed by the NPC. The Board is the overall authority for the Project and is responsible for its initiation, direction, review and eventual closure. Within the confines of the Project, the Board is the highest authority. It ensures that required resources are committed and arbitrates on any conflicts within the project or negotiates a solution to any problems between the project and any parties beyond the scope of the project.

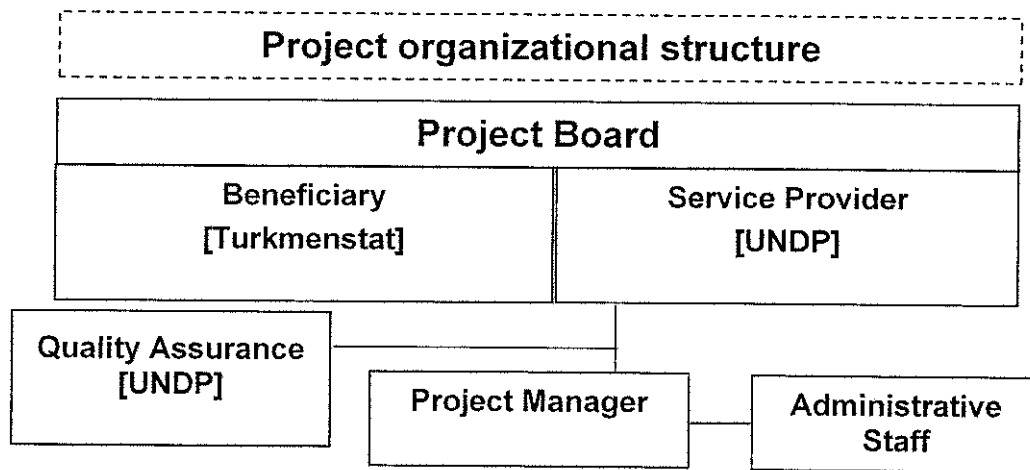
UNDP will join Turkmenstat in managing the project and providing quality assurance, in accordance with plans approved by the Project Board. Most of UNDP's work for the project will be based in its Country Office (CO) in Ashgabat, under the supervision of the UNDP Deputy Resident Representative and the UNDP Resident Representative as warranted.

The day-to-day operations of the project will be carried out by a project manager, who will be responsible for carrying out the activities of the project as set forth in this Project Document and any revisions approved by the Project Board. Project Manager's expenditures will be covered by UNDP within the framework of the joint project with Turkmenstat "Support to Improvement of the Foreign Trade Statistics in Turkmenistan". For each meeting of the Project Board, the Project manager will prepare a progress report on project activities, including recent accomplishments, risks, and proposed mitigation measures. The Project manager will also be responsible for preparing all required annual reports for UNDP and the Government as required by the documents signed for this project.

The project will engage, if necessary, experts to carry out specific project work, including a long-term national consultant and short term international experts. Moreover, the specialists from UNDP regional hub will be engaged as well in support of project activities.

UNDP country office staff will provide assistance, if necessary, to the project in performing all administrative work, including logistics and clerical work. In addition, the country office will provide administrative support to

the Government with regard to various specific administrative functions (such as those involving procurement and financial management).



## V. RESULTS FRAMEWORK

<b>Intended Outcome as stated in the Country Programme Results and Resource Framework:</b>							
Outcome 4 (PFD/CP UNDP 1): Quality data, aligned with international standards is available to policy makers, legislators and the interested public to monitor the major goals of National Programmes, the post-2015 SDGs, UNPFD and to formulate new national strategies and programmes							
<b>Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:</b>							
<u>Indicator 4.1:</u> % of recommendations are in place according to adapted Global assessment of the national statistic system (PFD 1.1)							
<u>Baseline:</u> the State Statistics Committee of Turkmenistan received recommendations and some of them implemented Target: 40%							
<b>Project title and number:</b> Strengthening institutional and technical capacity of the State Statistics Committee of Turkmenistan to implement 2030 Agenda							
Intended Results	Indicators	Data source	Baseline		Targets		DATA COLLECTION METHODS
			Value	Year	Year 1	Final	
Result 1 State Statistics Committee of Turkmenistan enhanced its institutional and technical capacity with a view to implement 2030 Agenda for sustainable development	1.1 Technical parameters in line with international standards and SDG requirements for data collection	Turkmenstat	0	2018	100%	100%	Project reports
	1.2 Number of specialists trained in area of using innovative methods of statistic data presentation	Turkmenstat	2	2018	10	10	Project reports

## VI. MONITORING AND EVALUATION

Monitoring activities	Purpose	Frequency	Expected Action
Отслеживать прогресс в достижении результатов	Progress data against the results indicators in the Results and Resources Framework (RRF) will be collected and analyzed 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 indicators.
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 quality rating summary, an updated risk log with mitigation measures, and any evaluation or review reports prepared over the period.	Annually, and at the end of the project (final report)	
Project review (Project Board)	The project's governance mechanism (i.e., Project Board) will hold regular project reviews to assess the performance of the project and review the Annual 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 nationalize project results and lessons learned with relevant audiences.	Two times per year	Any quality concerns or slower than expected progress should be discussed by the project board and management actions should be agreed to address the issues identified.







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## VII. LEGAL CONTEXT AND RISK MANAGEMENT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Turkmenistan and UNDP, signed on 5 October 1993. All references in the SBAA to "Executing Agency" shall be deemed to refer to "Implementing Partner."

This project will be implemented by the State Statistics Committee of Turkmenistan "Implementing Partner" with UNDP support in accordance with the Financial Regulations and Rules of UNDP to ensure best value for money, fairness, integrity, transparency, and effective international competition.

### **Risk management standards**

1. Consistent with the Article III of the SBAA and Part X of the Country Programme Action Plan (CPAP) for 2016-2020 signed between the Government of Turkmenistan and UNDP on 22 June 2016,, 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.

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/qa\\_sanctions\\_list.shtml](http://www.un.org/sc/committees/1267/qa_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 risk management and 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.

## IX. SPECIAL CLAUSES

1. The State Statistics Committee of Turkmenistan, guided by the provisions of the Co-financing Agreement between the Government of Turkmenistan and the United Nations Development Programme signed on 22 June 2016, will provide contribution for implementation of the current Project in the amount of 921 591 (nine hundred twenty one thousand five hundred ninety-one) US dollars, which will be transferred to the account of UNDP **in manat equivalent**.
2. The State Statistics Committee of Turkmenistan, in accordance with the schedule of payments set out below, deposit the contribution to the manat bank account of the UNDP Representation Office in Turkmenistan in the Turkmen-Turkish Commercial Bank, account no. 23203934273168502583000:

Payment schedule	Amount
31.01.2018	845 000 USD
15.03.2018	76 591 USD

3. The value of the payment, if made in a currency other than United States dollars, shall be determined by applying the United Nations operational rate of exchange<sup>3</sup> in effect on the date of payment. Should there be a change in the United Nations operational rate of exchange prior to the full utilization by the UNDP of the payment, the value of the balance of funds still held at that time will be adjusted accordingly. If, in such a case, a loss in the value of the balance of funds is recorded, UNDP shall inform the Government with a view to determining whether any further financing could be provided by the Government. Should such further financing not be available, the assistance to be provided to the project may be reduced, suspended or terminated by UNDP.
4. The above schedule of payments takes into account the requirement that the Contribution shall be made in advance of the implementation of planned activities. It may be amended to be consistent with the progress of project delivery.
5. UNDP receives, manages and uses the Contribution aimed at attaining the project objectives and in accordance with its applicable regulations, rules and directives of UNDP, including, in particular financial regulations issued by the UNDP Executive Board.
6. UNDP shall submit to the Ministry of Finance and Economy of Turkmenistan reports on the project implementation and financial report in accordance with Article 4 of the above-mentioned Co-financing Agreement dated 22 June 2016. All financial accounts and statements shall be expressed in United States dollars.
7. If unforeseen increases in expenditures or commitments are expected or realized (whether owing to inflationary factors, fluctuation in exchange rates or unforeseen contingencies), UNDP shall submit to the government on a timely basis a supplementary estimate showing the further financing that will be necessary. The Government shall use its best endeavors to obtain the additional funds required.
8. If the payments referred above are not received in accordance with the payment schedule, or if the additional financing is not forthcoming from the Government or other sources, the assistance to be provided to the project under this project document may be reduced, suspended or terminated by UNDP.
9. Any interest income attributable to the contribution shall be credited to UNDP account and shall be utilized in accordance with established UNDP procedures.  
The contribution shall be charged:
  - (a) 7% cost recovery for the provision of general management support (GMS) by UNDP headquarters and country offices
  - (b) Direct cost for implementation support services (ISS) provided by UNDP and implementing partner.
10. Ownership of equipment, supplies and other properties financed from the contribution shall vest in UNDP until its delivery and installation. Ownership over equipment purchased from the contribution will be transferred to the State Statistics Committee of Turkmenistan upon its installation in accordance with the relevant policies and procedures of UNDP.

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<sup>3</sup> United Nations exchange rate for Turkmenistan is determined based on the official exchange rate of the Central Bank of Turkmenistan.

## Specification of IT equipment

No	Description	Price, USD	Q-ty	Total, USD
1	All-in-one desktop PC	1,500	25	37,500
2	UPS for all-in-one 900VA	300	50	15,000
3	Rack-mountable server 19"	10,000	2	20,000
4	Rack-mountable UPS 15kVa	17,000	1	17,000
5	Color Printer/Scanner/Copier (A4) – 30 ppm	3,000	1	3,000
6	Color Printer/Scanner/Copier (A3) – 30 ppm	5,000	1	5,000
7	Color Printer/Scanner/Copier (A3) – 70 ppm	30,000	2	60,000
8	Rack-mountable UPS 1kVa	2,000	67	134,000
9	Gigabit Ethernet switch 24 ports, managed	2,000	67	134,000
10	Universal Access Router	5,000	67	335,000
11	Shredder with basket	100	25	2,500
12	Interactive White Board 82"	3,000	2	\$6,000
13	Hot-Melt semi-automatic bookbinder machine	26,000	1	26,000
14	Network Attached Storage – 100Tb	30,000	1	30,000
	Shipment costs	20,000	1	20,000
	<b>TOTAL</b>			<b>845,000</b>

### UNDP sample budgets for the project activities

#### Cost of Services of the International Expert/Consultant (10 working days, including 5-day mission to Turkmenistan)

Expenditures	Number of people	Dialy rate	Number of Days	TOTAL
Remuneration	1	700	20	14,000
<b>Travel costs to Turkmenistan</b>				
Expenditures	Number of people	Travel cost per day	Number of Days	Total travel costs
Airtickets	1	1,000		1,000
Visa	1	17		17
DSA	1	249	7	1,743
Terminal costs	1	152		152
<i>Total travel</i>		<b>1,418</b>		<b>2,912</b>
<i>Total, International expert</i>				<b>16,912</b>

#### Cost of Services of National expert/consultant (duration of 10 working days)

Expenditures	Number of people	Dialy Rate	Number of Months	Total
Remuneration	1	1,000	1	1,000

**Workshop Expenditures in Ashgabat  
(per person per day)**

Expenditures	Number of people	Per day
Lunch, 2 coffee-breaks, water	1	36
Stationary	1	7
<b>Total per person</b>		<b>43</b>
<b>Printing</b>	1	<b>9</b>

**UNDP CO Direct Project Costs (procurement, financial management, logistics)**

Expenditures	Hourly rate	Number of hours	Total
Procurement Specialist	10	90	900
IT Specialist	10	90	900
Programme Management Specialist	15	60	900
<b>Total</b>			<b>2,700</b>