



UNITED NATIONS
ECONOMIC COMMISSION FOR AFRICA

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REGISTRY, UNDP, TANZANIA

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DCP (P)	<i>RM</i>	<i>✓</i>	<i>in</i>
DCD (O)	<i>RM</i>	<i>✓</i>	<i>in</i>
AMON M.			
GODFREY W.			
HERNANDEZ			
GERTRUDE L.			
ABBAS K.			
BWIJOB			
GLORIA K.			
STEVE L.			
ROGERS D.			
NIELS K.			
VICTOR K.			
MARIA K.			
CLEMENT G. (PROC. & HR)			
MWENGELE M.			
NERWA			
BCO			
UNCDE			
UNV			
LINDSS			

Dear Mr. Poinso,

**Subject: Contribution Agreement
With United Nations Development Programme for Africa, Tanzania Office**

Please find attached a duly signed copy of the Contribution Agreement between the United Nations Economic Commission for Africa (UNECA) and the United Nations Development Programme for Africa, Tanzania Office (UNDP Tanzania) in support to the development and implementation of Country Mining Vision for the United Republic of Tanzania

We would be most grateful, if you could return a copy duly signed by your authorized signatory for our records.

Yours sincerely,

[Signature]
Josephine Marealle Ulimwengu, OIC
Office of Partnerships

Mr. Philippe Poinso
Country Director
International House Building, 6th floor
Shaaban Robert Street/Garden Avenue
Dar-es-Salaam, Tanzania
Tel: +255 222 112576
Fax: +255 222 111 168



UN TO UN AGENCY CONTRIBUTION AGREEMENT

A. SUMMARY OF ACTIVITIES

Title: Support to the development and implementation of Country Mining Vision for the United Republic of Tanzania

Reference No.: OP/14/06/A/D/018

Duration: 30 June 2014 to 31 October 2014

Location: Dar Es Salam, Tanzania

Contribution Amount: US\$ 56,378.30 (United States Dollars fifty six thousand three hundred seventy eight and thirty cents)

Contributing Agency: United Nations Economic Commission for Africa (UNECA)

Recipient Agency: United Nations Development Programme for Africa, Tanzania Office (UNDP Tanzania)

Responsibilities of UNDP Tanzania include:

1. Recruit a consultant to administer the Mineral Value Management Assessment (MVM) tool as per the Annex I.
2. Organize a high-level multi-sectoral and multi-stakeholder High Level Roundtable and Dialogue on Extractives in Tanzania, using the World Economic Forum Responsible Mineral Initiative (RMDI) Mineral Value Management Assessment (MVM) tool as per the Concept Note in Annex I.

Purpose The objective and focus of this support would be to improve and enhance the policy and regulatory framework of Tanzania, and work with the Ministry of Energy and Mines (MEM), as the lead government institution, in the development of a participatory Country Mining Vision (CMV) which will serve as the overarching framework for assessing compliance and consistency with the African Mining Vision (AMV) in Tanzania. In order to achieve the stated objective, UNECA/ the African Minerals Development Centre (AMDC) through UNDP Tanzania will carry out the outlined activities below, over a period of five weeks.

Expected outcomes:

- a) Improved policy and regulatory frameworks with respect to public participation, transparency and access to information; and
- (b) Enhanced capacity of MEM, Uongozie Institute (UI), and other leading government institutions in relation with the extractive sector.

Annexes: In the event that the terms contained in Annex I and II are incompatible with those contained in this Agreement, then the latter shall govern and prevail.



UNDP Tanzania will be fully responsible for administering the Contribution in accordance with its financial regulations, rules, policies and procedures, and administrative instructions, and carrying out the Activities efficiently and effectively.

B. BUDGET

The total budget for the Activities is US\$56,378.30 (Fifty six thousand three hundred seventy eight and thirty cents), the details of which are described below and more fully in Annex I.

Summary of activities and budget

	Duration (June 30, – July 31st, 2014)
Total programmable amount, including direct costs	\$52,690.00
Indirect support costs - 7%	3,688.30
Grand Total	\$56,378.30

The funds for this project will be disbursed from the project entitled “*Establishment of the African Minerals Development Centre (AMDC)*”; Project ID: 2014-HDD-7764-1570.

UNECA will not be responsible for any financial commitment or expenditure made by UNDP Tanzania that exceeds the budget for the Activities. UNDP Tanzania will promptly advise UNECA any time when UNDP Tanzania is aware that the budget to carry out these Activities is insufficient to fully implement the Activities in the manner set out in the present Agreement, including its Annex (es). UNECA will have no obligation to provide UNDP Tanzania with any funds or to make any reimbursement for expenses incurred in excess of the total budget as set forth herein.

C. COSTS RECOVERY

Indirect support costs will be determined in accordance with UNDP’s cost recovery policy, and will be paid from the Contribution, in accordance with the budget.

D. REPORTING

Narrative reporting:

UNDP Tanzania will submit to UNECA a narrative report no later than 30 days from the completion of the agreed activities. The reports will follow the format attached as Annex III a.

Financial reporting:

UNDP is required to submit to UNECA certified financial statements no later than three months after the completion of project activities. The format of the financial statements is attached in Annex IIIb.

E. CONTRIBUTIONS

UNECA will transfer a total amount of US\$ 56,378.30 (Fifty six thousand three hundred seventy eight and thirty cents) to meet expenses relating to recruitment of a consultant to administer the Mineral Value Management Assessment (MVM) tool and organizing a high-level multi-sectoral and multi-stakeholder High Level Roundtable and Dialogue on Extractives in Tanzania. The schedule of payment will be 70% of the total sum US\$ 39,464.81 (US Dollars thirty nine thousand four hundred sixty four and cents eighty one) upon signature of this agreement and The remaining and last instalment of 30% US\$16,913.49 (US Dollars sixteen thousand nine hundred thirteen and cents forty nine) upon completion of the activities and submission of the final narrative and financial reports.



UNDP Tanzania acknowledges that UNECA will not pre-finance Activities. If the Contribution, or any part of it, is not received in a timely manner, the Activities may be reduced or suspended by the UNDP Tanzania with immediate effect..

When transferring the funds, UNECA will notify the following designated focal person of UNDP Tanzania of (a) the amount transferred; (b) the value date of the transfer; (c) that the transfer is from UNECA pursuant to this Agreement.

Mr Philippe Poinot, Country Director,
Tel.: +255 222 112 576
Fax: +255 222 111 168
E-mail: philippe.poinot@undp.org

F. INTELLECTUAL PROPERTY RIGHTS

All Intellectual Property Rights related to the Activities will belong to UNECA, and, if applicable, the relevant Government will enjoy a perpetual, royalty-free, non-exclusive and non-transferable license.

G. CORRESPONDENCE

All communication related to this Agreement will be addressed to the people below or their authorized nominees:

United Nations Economic Commission for Africa (UNECA)

Ms. Josephine Marealle-Ulimwengu
Officer in Charge
Office of Partnerships (OP)
P.O. Box 3001
Addis Ababa, Ethiopia
Tel.: +251 114 433 803
Fax: +251 115 513 798
E-mail: julimwengu@uneca.org

United Nations Development Programme, Tanzania

Mr. Philippe POINSOT
Country Director
International House Building, 6th floor
Shaaban Robert Street/Garden Avenue
Dar-es-Salaam, Tanzania
E-mail: philippe.poinot@undp.org
Tel.: +255 222 112 576
Fax: +255 222 111 168

For the purpose of facilitating the implementation of the working arrangements to be established by the parties in the framework of this Agreement, all correspondences shall be addressed to the following authorized representative:

For UNECA/AMDC

Ms. Fatima Denton
Coordinator
African Climate Policy Centre (ACPC)
United Nations Economic Commission for Africa (UNECA)
P.O Box 3001
Addis Ababa, Ethiopia
Tel :+(251-11)5-44.54.14
Fax :+(251-11)5-44.31.64
Email: fdenton@uneca.org

United Nations Development Programme, Tanzania

Mr. Philippe POINSOT
Country Director
International House Building, 6th floor
Shaaban Robert Street/Garden Avenue
Dar-es-Salaam, Tanzania
E-mail: philippe.poinot@undp.org
Tel.: +255 222 112 576
Fax: +255 222 111 168

H. AMENDMENTS

The present Agreement, including its Annex(es), may be modified or amended only by written agreement between the two Agencies.



I. COMPLETION OF THE ACTIVITIES

UNDP Tanzania will notify UNECA when all Activities have been completed.

UNDP Tanzania will continue to hold any part of the Contribution that is unutilized at completion of the Activities until all commitments and liabilities incurred in the carrying out of the Activities have been satisfied and all arrangements associated with the Activities have been brought to an orderly conclusion.

J. TERMINATION OF THIS AGREEMENT

This Agreement will terminate upon satisfaction of all commitments and liabilities incurred in carrying out the Activities and the orderly conclusion of all arrangements associated with the Activities.

This Agreement may be terminated by either Agency at any time by written notice to the other. Termination will be effective thirty (30) days after receipt of the notice. In the event of termination under this paragraph, the two Agencies will cooperate to ensure completion of the Activities, satisfaction of all commitments and liabilities, and the orderly conclusion of all arrangements associated with the Activities.

K. REFUNDS OF UNSPENT BALANCES

Upon termination of this Agreement and following the submission of the final narrative and financial report, any unspent balance from the Contribution will be returned to UNECA, unless otherwise agreed in writing by the two Agencies.

L. SETTLEMENT OF DISPUTES

The two Agencies will use their best efforts to promptly settle through direct negotiations any dispute, controversy or claim arising out of or in connection with this Agreement or any breach thereof. Any such dispute, controversy or claim which is not settled within sixty (60) days from the date either party has notified the other party of the nature of the dispute, controversy or claim and of the measures which should be taken to rectify it, will be resolved through consultation between the Executive Heads of each of the Agencies.

M. ENTRY INTO FORCE AND VALIDITY

This Agreement will enter into force upon its signature by the authorized representatives of the Parties and remain in force until terminated in accordance with Section J above.

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IN WITNESS WHEREOF, the undersigned, being duly authorized thereto, have signed the present Agreement in duplicate.

On behalf of the United Nations Economic Commission for Africa (UNECA):

Ms. Hazel Scott, Director
Division of Administration (DoA)

Date: 27 June 2014

Signature: [Handwritten Signature]

AS
26/6/2014



On behalf of UNDP Tanzania

Mr. Philippe POINSOT, Country Director

Date: 8 July 2014

Signature: [Handwritten Signature]

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Annex I - Concept Note

Support by the United Nations Economic Commission for Africa to the Government of the United Republic of Tanzania in formulating a Country Mining Vision

I. Background information and justification

The extractives sector, including mining, oil and gas production (and potential in geothermal), has emerged as a major source of investment and revenue in Tanzania. As recent gas discoveries make it one of the most important global players in the extractives industry, it is important for the country to be sure that its laws and regulations are coherent, harmonized and up to date to balance the need to protect national interests by translating revenues into sustainable social and economic development.

To this end, Tanzania has been reforming its extractive sectors with a view towards keeping its regulatory framework consistent, clear and free of loopholes that will determine its success. It has been implementing or at least considering implementing various initiatives to increase the contribution of the extractives industry to the overall economic and social development.

In light of this intent, the Government of the United Republic of Tanzania, through the Ministry of Energy and Mining (MEM) has made a formal request to the Tanzania UNDP Country Office and UNECA's African Minerals Development Centre (AMDC) for support in formulating the process and methodology for a Tanzanian Mining Vision (CMV), to best leverage its extractives sector for the country's growth and development, in line with its development agenda, reflected in Vision 2030.

AMDC and UNDP Tanzania will support the government in the development and implementation of the CMV for Tanzania, through the MEM, the Uongozie Institute (UI), and the Attorney's General's Chambers, which are key leading government institutions.

The request from the United Republic of Tanzania is in line with the African Mining Vision (AMV), and AMDC's mission to work with African Union member States, their national and regional organizations to enable mineral resources play a greater transformative role in the development of the continent. More specifically, Tanzania is among a group of mineral resource rich countries targeted by the AMDC as a pilot country for AMV compliant projects. In addition, UNDP Regional Bureau for Africa is AMDC's implementing partner on the AMV. As such, UNECA, in collaboration with UNDP Tanzania, will provide technical assistance and support to the United Republic of Tanzania accordingly.

II. Objective

The objective and focus of this support would be to improve and enhance the policy and regulatory framework of the country, and work with the MEM, as the lead government institution, in the development of a participatory CMV which will serve as the overarching framework for assessing compliance and consistency with the AMV in Tanzania. In order to achieve the stated objective, UNDP Tanzania, on behalf of AMDC will carry out the outlined activities below, over a period of five weeks.



The activities aforementioned are outlined as follows

1. Organizing a high-level multi-sectoral and multi-stakeholder High Level Roundtable and Dialogue on Extractives in Tanzania, using the World Economic Forum Responsible Mineral Initiative (RMDI) Mineral Value Management Assessment (MVM) tool.
2. Conducting a thorough and multi-sectoral review of existing legal, institutional, policy and regulatory frameworks with regards to compliance and alignment with the AMV and existing national development goals.

III. Expected results and key outputs

The expected results are improved formulation and development of an overarching long-term policy and regulatory framework with regards to compliance and alignment with the AMV and national development goals.

A. Key outcomes

AMDC and UNDP Tanzania aim to achieve the following key outcomes:

- (a) Improved policy and regulatory frameworks with respect to public participation, transparency and access to information
- (b) Enhanced capacity of MEM, UI, and other leading government institutions in relations with the extractive sector.

B. Key outputs

The following are to be the key outputs of the strategy:

- (a) Tanzania Mining Vision
- (b) Mineral Value Management Tool Survey administered and findings assimilated and analyzed.
- (c) High Level Roundtable and Dialogue on Extractives in Tanzania launched.

IV. Principal Project Activities

A. Hire a consultant to administer the Mineral Value Management Assessment Tool Survey

The consultant's terms of reference is being developed by the AMDC. UNDP Tanzania will select and recruit the consultant. The cost of the consultancy will be transferred directly to the United Nations Development Programme (UNDP) office in Tanzania by UNECA. UNDP Tanzania will pay the consultant in accordance with the terms agreed upon with UNECA.



B. Organize a high level multi-sectoral and multi-stakeholder High Level Roundtable and Dialogue on Extractives in Tanzania, using the World Economic Forum Responsible for Initiative (RMDI) Mineral Value Management Assessment (MVM) Tool.

The cost of the High Level Roundtable and Dialogue will be transferred directly to the United Nations Development Programme (UNDP) office in Tanzania by UNECA. UNDP Tanzania will pay the vendors in accordance with the terms agreed upon with UNECA.

This activity will entail the following:

- (a) Coordination of, in cooperation with AMDC, all planning and logistical activities, including identifying participants and sending official invitation;
- (b) Administration of, in cooperation with local partners and with the support of AMDC, the MVM Tool Survey;
- (c) Assistance in the popularisation of the MVM Tool Survey's findings among national stakeholders
- (e) Provision of a speech and a presentation at the High Level Roundtable on UNDP co-support to the CMV development and implementation.

V. Budget

The total budget for the two activities is US\$56,378.30. This total includes payment of 7 per cent program support costs to UNDP, and will be transferred directly to the UNDP office in Tanzania. The UNDP office is entrusted with disbursement of the amount for the specified activities.

Justification:

Conference package: 80 participants. The conference package includes conference room, drinks, lunch, and tea break snacks for one day.

Transport refund: Refund is paid to 80 participants expected from Dar.

DSA (upcountry participants): 20 participants expected from upcountry will be paid DSA covering 3 days (arrival, meeting, departure).

Fuel refund: Fuel refund will be paid to 20 upcountry participants.

Workshop Bags: Bags with information on the conference will be given to participants - for publicity purpose.

Printing: Printing for conference stationeries, etc

Moderator: Cost estimated to be paid to the moderator including rapporteuring

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Miscellaneous: 10 percent of the total conference cost

MVM Tool: This is an estimate but it is within range

Budget broken down by activities	Total in US Dollars
Total disbursement	56,378.30
Total cost of initial activities	52,690.00
7 per cent administrative cost to UNDP	3,688.30
Conference package	10,000.00
Transport refund	4,800.00
DSA (upcountry participants)	6,000.00
Fuel refund	3,608.00
Stationeries + workshop bags	3,608.00
Printing	499.00
Moderator	1,203.00
Miscellaneous	2,972.00
Event total	32,690.00
MVM Tool	20,000.00
Subtotal	52,690.00
7% UNDP administrative fee	3,688.30
Grand Total	56,378.30



Logical framework

Expected Accomplishment	Output	Source of verification	Risks/ Assumptions
The expected results are improved formulation and development of an overarching long-term policy and regulatory framework with regards to compliance and alignment with the AMV and national development goals	1. Mineral Value Management Tool Survey administered and findings assimilated and analyzed.	Survey results	Transparency in response to the survey
	2. High Level Roundtable and Dialogue on Extractives in Tanzania launched.	Participation of representatives from respective ministries	Full presence of all stakeholders
Main activities for output 1. <ul style="list-style-type: none"> ▪ Recruitment of one consultant to administer MVM Tool Survey 			
Main activities for output 2. <p>Organize a high level multi-sectoral and multi-stakeholder High Level Roundtable and Dialogue</p> <ul style="list-style-type: none"> ▪ Coordination of, in cooperation with AMDC, all planning and logistical activities, including identifying participants and sending official invitation; ▪ Administration of, in cooperation with local partners and with the support of AMDC, the MVM Tool Survey; ▪ Assistance in the popularisation of the MVM Tool Survey's findings among national stakeholders; ▪ Provision of a speech and a presentation at the High Level Roundtable on UNDP co- support to the CMV development and implementation. 			

Annex II - Terms of reference for the National Research Institution working with AMDC-UNDP

1. Background information

The extractives sector, including mining, oil and gas production (and potential in geothermal), has emerged as a major source of investment and revenue in Tanzania. As recent gas discoveries in Tanzania make it one of the most important global players in the extractives industry, it is important for the country to be sure that its laws and regulations are coherent, harmonized and up to date to balance the need to protect national interests by translating revenues into sustainable social and economic development. To this end, Tanzania has been reforming its extractive sectors with a view towards keeping its regulatory framework consistent, clear and free of loopholes that will determine its success. The country has been implementing or at least considering implementing various initiatives to increase the



contribution of the extractives industry to the overall economic and social development. For example, Tanzania joined the Extractive Industry Transparency Initiative (EITI) in 2006 and was deemed compliant in 2011 with its first publication; a third TEITI reconciliation report was published in June 2013. In January, 2014, Tanzania invited the Revenue Watch Institute and the Natural Resource Charter (RWI/NRC) to undertake a benchmarking exercise with the aim of adopting the policy recommendations for the governance and economic management of natural resources wealth for the country. The government's own development agenda, reflected in Vision 2030 leans heavily on the extractives sector as the engine of growth and development for the country. In early 2014, the UNDP Country Office in Tanzania received a formal request from the government of Tanzania through the Ministry of Energy and Mining (MEM) for support in formulating a Country Mining Vision (CMV). Following this request, the UNECA/AMDC and the UNDP undertook an exploratory mission to Dar es Salaam in March 2014 to brief the key stakeholders and to engage them on the required steps and processes for formulating a CMV. Tanzania is among a group of mineral resource rich countries targeted by the AMDC as pilot countries for AMV compliant projects including Lesotho, Mozambique, Guinea and Ghana. The initial mission acknowledged the existence of several initiatives in the extractives sector in Tanzania, including the NRC and the EITI, but emphasized to the government that the CMV is an overarching and long-term framework that looks beyond electoral cycles and political regimes to establish a long-term vision.

The overarching objective of this project is to support the government in the development and implementation of the Country Mining Vision (CMV) for Tanzania. Through support to the MEM and key leading government institutions like the Uongozie Institute (UI) and the Attorney General's Chambers, the UNECA/AMDC and the UNDP Country Office will jointly support the Government of Tanzania to domesticate the African Mining Vision (AMV) by supporting the process and methodology for developing the Tanzanian Country Mining Vision (CMVA). A number of activities are expected to be carried out under this project, but the immediate objective of this TOR is to recruit a national research institution to undertake a survey study that would guide a high-level multi-sectoral and multi-stakeholder High Level Roundtable and Dialogue on Extractives in Tanzania, using the World Economic Forum Responsible Mineral Initiative (RMDI) Mineral Value Management Assessment (MVM) tool.

2. Duties and responsibilities of the National Research Institution

The National Research Institution as crucial implementing partner in the above-mentioned undertaking is expected to:

- Administer the WEF-MVM tool and collect data and perceptions on drivers of value in the extractive sector in Tanzania;
- Ensure fair, balanced and equitable representation of different stakeholders' perceptions while conducting the survey;



- Identify and design, in consultation with UNDP CO and AMDC, specific amendments and integrations to the MVM tool in order to calibrate and adapt its implementation to the national context;
- analyze the above-mentioned data and perceptions and provide a context specific overview of challenges for the extractive sector in Tanzania;
- Undertake field research and visits – if and when required – in order to enrich narrative and content of its study through additional data gathered through interviews, focus groups discussions and other research instruments;
- Report on stakeholders perceptions over the current policies and frameworks for the management of the mining sector in Tanzania (such as Mineral Policy of Tanzania, National Mineral Development Act, etc.)
- Assist in preparing summary documents that would be needed to service the High Level Political Dialogue for the RMDI to be convened in Dar Es Salam on 31 July 2014;

3. Expected results

- An inception report, including a work plan with inputs from all team members clearly specifying how the assignment will be undertaken, with tasks clearly assigned for each member of the team within one week after the inception mission;
- A draft report should be submitted for review in 3 weeks from the beginning of the assignment;
- A final report on the overall assignment should be presented within 5 weeks from the beginning of the assignment;

4. Timeframe

The National Research Institution is expected to administer the MVM tool and complete the above-mentioned study in 5 weeks, starting from 30 June 2014. Other activities indicated above will be carried out and completed within the same timeframe.

5. Remuneration

The consultant will be paid a total of \$20,000 in lump sum to cover the services to be provided for the whole period of the project.



Annex IIIa – Sample format for the narrative report

PROJECT TITLE:

PROJECT NUMBER:

YEAR:

STARTING DATE:

ENDING DATE:

REPORTING PERIOD COVERED: AS AT DD/MM/YY:

TOTAL BUDGET:

FUND UTILIZATION RATE:

PROJECT FUNDED FROM THE **“Establishment of the African Minerals Development Centre (AMDC)”**

- 1. Summary of impact (1-2 pages)**
2. Project Objectives
3. Activities carried out
4. Keys outputs/results Achieved
5. Challenges faced and lessons Learnt

Extra funding required for any follow-up activities and recommendations

Annex IIIb - Sample format for the financial report

LOGO OF BENEFICIARY

FORMAT OF FINANCIAL REPORT

PROJECT TITLE:

PROJECT NUMBER:

YEAR OF THE GRANT:

STARTING DATE:

ENDING DATE:

TOTAL BUDGET:

Project Funded with the Generous Support of the UNECA

I. Summary of grant disbursement

(i.e. amount disbursed so far – Various installments)

II. Explanation of the major line items

- Expenditures incurred to date vs. plan of activities and as related to the progress report
- Reason for deferral of expenditure (if any)
- Reason for over expenditure (if any)
- Explanation for long outstanding obligations

III. Request for additional grant disbursement (if any)

IV. Please use the reporting categories to reflect expenditures on the activities

Reporting Category	Expenditure	Balance
Staff and Other Personnel Costs		
Supplies, Commodities, Materials		
Equipment, Vehicles and Furniture		
Contractual Services		
Travel		
Transfers and grants to counterparts		
General operating and other direct costs		
Indirect support costs		
Total		