

ANNEX 1

to the Minutes of Meeting of Khokim of Tashkent region and UNDP Resident Representative to Uzbekistan dated from April 23, 2014

ACTION PLAN

between UNDP Uzbekistan and Khokimiyat of Tashkent region on the implementation of the Joint Programme of UNDP and Cabinet of Ministers of Uzbekistan «Local Governance Support/Phase 2» for 2014

#	Expected outcomes	Action	Responsible parties	Deadline
1. REPLICATION OF PILOT INITIATIVES OF LGSP, IMPLEMENTED IN DJIZAK AND NAMANGAN REGIONS				
1.1.	Support to the development of e-Government in Tashkent region: - <i>enhancing work efficiency of EDMS "e-Hujjat" in Tashkent region;</i> - <i>enhancing the capacity of regional Centers for Computerization</i>	<ul style="list-style-type: none"> • Conducting the assessment of needs and technical conditions of e-Government development in khokimiyats of Tashkent region; • Procurement and installation of one network server in Datacenter of "UZINFOCOM" company to preserve the data and support the effective operation of EDMS in Tashkent region; • Assisting in procurement of equipment for the development of EDMS in khokimiyats of Tashkent region (if necessary); • Conducting trainings for the users of EDMS "e-Hujjat"; • Organizing special trainings on enhancing the technical capacity of employees of regional Center for computerization. 	UNDP Uzbekistan Khokimiyat of Tashkent region State Committee for Communication, Informatization and Telecommunication Technologies e-Government Development Center UZINFOCOM State Company	May-November
1.2.	Support to the establishment of modern Information Centers at the khokimiyat of Tashkent region and khokimiyat of Almalyk city	<ul style="list-style-type: none"> • Khokimiyats will allocate renovated office premises, furniture and 2-3 payrolls. UNDP will provide consultancy and technical assistance to drafting of legal documents, partial procurement of necessary equipment, capacity building courses for IC employees. • Assisting in procurement of ICT and audio-video equipment for regional Information Center; • Organizing field trips to Djizak and Namangan cities to familiarize with the work of regional and city Information 	UNDP Uzbekistan Khokimiyat of Tashkent region Khokimiyat of Almalyk city	May-October

#	Expected outcomes	Action	Responsible parties	Deadline
1.3.	Support to the establishment of One-Stop-Shop in khokimiyat of Yangiyol district	<p>Centers;</p> <ul style="list-style-type: none"> • Conducting a series of trainings on the organizational management of IC (drafting information, audio-video materials, using ICT equipment and programme applications on graphics and mounting, effective management of web-sites and web-pages in social networks, public speaking and narrating arts); • Showcasing the new ICs for further establishment of similar ICs in other cities and districts of Tashkent region. • Khokimiyats will allocate renovated office premises, furniture and 2-3 payrolls. UNDP will provide consultancy and technical assistance to drafting of legal documents, capacity building courses for OSS employees. • Assisting in procurement of ICT equipment; • Conducting a series of trainings for OSS employees, including practical lessons on effective IT usage (EDMS, application of Microsoft Windows 7 OS in OSS's activities, web-browsing: creation of e-mail and effective usage of emails, information security, etc.); • Organizing field trips to Djizak and Namangan cities to familiarize with the work of OSSs; • Showcasing the successful experience of OSS of khokimiyat of Yangiyol district; • Assisting in replication of successful experience of OSS in other cities and districts of Tashkent region 	<p>UNDP Uzbekistan Khokimiyat of Tashkent region Khokimiyat of Yangiyol district Regional Chamber of Commerce and Industry</p>	<p>May- November</p>
1.4.	Dissemination of the experience of Zaamin district on Community based tourism development in Tashkent region	<ul style="list-style-type: none"> • Assisting in providing gap-analysis of tourist capacity of Bostanlik district, identifying administrative and regulatory barriers; • Providing methodical and consultancy assistance in developing the territorial Branding and marketing strategy for the promotion of tourism in the district; • Assisting in inviting an international expert to assess the investment capacity of Bostanlyk district to develop skiing tourism in Chimgan resort and recreational zone; • Assisting the international expert in conducting capacity assessment for Tashkent region to develop community based tourism; 	<p>UNDP Uzbekistan Khokimiyat of Tashkent region Khokimiyat of Bostanlyk district Uzbektourism National Company GIZ</p>	<p>May-December</p>

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1.5.	Development of Regional Development Strategy for Chirchik city	<ul style="list-style-type: none"> Developing a practical Handbook on community based tourism development based on the experience of Zaamin, Forish, Tashkent region and other regions. Assist the Khokimiyat of Chirchik city in developing RDS (<i>collection of information, attendance of stakeholders of Chirchik city in the development and discussion of RDS, adoption of RDS by city khokimiyat, development of legal documents on the implementation of RDS, meetings with the representatives of city khokimiyat and Kengash on implementation of RDS with the participation of private sector and NGOs</i>) 	UNDP Khokimiyat of Chirchik city	May- November
2. DEVELOPMENT OF PRIVATE ENTREPRENEURSHIP				
2.1.	Development of proposals on enhancing the organizational, legal and regulatory conditions to raise the attractiveness of regions for foreign investors: <ul style="list-style-type: none"> strengthening the powers of khokimiyats on FDI registration; strengthening the export capacity of regions 	Assistance of khokimiyat of Tashkent region in conducting the research (<i>collection of information, meetings with the representatives of city khokimiyat and local bodies of state administration, private sector and investors</i>).	UNDP Uzbekistan Khokimiyat of Tashkent region Regional Division of the Ministry for Foreign Economic Relations, Investment and Trade Regional Chamber of Commerce and Industry Regional divisions of relevant ministries and agencies	May- November
2.2.	Development of proposal on local tax optimization for corporate and individual taxpayers	Assistance of khokimiyat of Tashkent region in conducting the research (<i>collection of information, meetings with the representatives of city khokimiyat and local bodies of state administration, private sector and investors</i>).	UNDP Uzbekistan Khokimiyat of Tashkent region Regional Chamber of Commerce and Industry Institute for Forecasting and Macroeconomic Research Institute of Social Research Regional divisions of relevant ministries and	May-October

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3. MODERNIZATION OF PUBLIC ADMINISTRATION SYSTEM				
3.1.	Development of proposals on enhancing the powers of local (regional, city and district) bodies of state authority and administration through specification and distribution of powers among republican, regional and city/district bodies of state authority and administration	<ul style="list-style-type: none"> Assistance of khokimiyat of Tashkent region in conducting the research (<i>collection of information, meetings with the representatives of city khokimiyat and local bodies of state administration</i>). 	UNDP Uzbekistan Khokimiyat of Tashkent region Academy of Public Administration Regional divisions of relevant ministries and agencies	May- November
3.2.	Development of proposals on amendments and supplements to the Law "On local governments"	<ul style="list-style-type: none"> Assistance of khokimiyat of Tashkent region in conducting the research (<i>collection of information, meetings with the representatives of city khokimiyat and local bodies of state administration, local Kengashes, NGO and private enterprises</i>). 	UNDP Uzbekistan Khokimiyat of Tashkent region Academy of Public Administration	May-December
4. ENHANCING OF OPENNESS AND ACCOUNTABILITY OF LOCAL GOVERNMENTS				
4.1.	Development of proposals on enhancing the accountability of executive bodies of state authority to local Kengashes and the public	<ul style="list-style-type: none"> Assistance of khokimiyat of Tashkent region in conducting the research (<i>collection of information, meetings with the representatives of city khokimiyat and local bodies of state administration, local Kengashes, NGO and Media</i>). 	UNDP Uzbekistan Khokimiyat of Tashkent region Academy of Public Administration	May-October
5. MODERNIZATION OF CIVIL SERVICE AND STRENGTHENING OF CAPACITY OF LOCAL CIVIL SERVANTS				
5.1.	Development of the Concept note for a national and local roster of civil servants (including a quota of up to 30% for qualified professional women);	<ul style="list-style-type: none"> Assistance of khokimiyat of Tashkent region in conducting the research (<i>collection of information, meetings with the representatives of city khokimiyat and local bodies of state administration</i>). 	UNDP Uzbekistan Khokimiyat of Tashkent region Academy of Public Administration Women's Committee of Uzbekistan	May-October
5.2.	Support to the Academy of Public Administration in enhancing the quality of curriculum for local civil servants	<ul style="list-style-type: none"> Assistance of khokimiyat of Tashkent region in conducting the research (<i>assessment of needs local governments for building the capacity of local civil servants, collection of information,</i> 	UNDP Uzbekistan Khokimiyat of Tashkent region	May-October

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		meetings with the representatives of city khokimiyat and local bodies of state administration, piloting new curriculums).	Academy of Public Administration	
6. STRENGTHENING OF BUDGETING POWERS OF LOCAL GOVERNMENTS				
6.1	<p>Содействие пилотным регионам в участии в правовом эксперименте Бюджетного кодекса в части местных бюджетов</p> <p>Support the participation of pilot regions in legal experiment regarding the Budget Code of local budgets</p>	<ul style="list-style-type: none"> Assistance of khokimiyat of Tashkent region in conducting the research (study of local budgeting process, interbudgetary relations and local budget planning, assessment of needs local governments for building the capacity of local civil servants, collection of information, meetings with the representatives of city khokimiyat and local bodies of state administration). 	<p>UNDP Uzbekistan Khokimiyat of Tashkent region Regional divisions of relevant ministries and agencies</p>	<p>May- November</p>