

**LPAC**  
**(Local Project Appraisal Committee) minutes of the meeting**  
**On Joint Capacity Building for The Central Asia AIDS Control Project # 00073730**

UNDP CO in Uzbekistan

January 12, 2010  
11 AM

Tashkent, Uzbekistan

*List of participants*

Ms. Sitara Sayed	UNDP Assistant Resident Representative
Mr. Shavkat Muminov	UNDP, Operations Manager
Ms. Aziza Umarova	UNDP Head of the Good Governance Unit
Ms. Marina Ten	UNDP, Program Specialist
Mr. Ravshan Nazarkulov	UNDP, Programme Coordinator
Mr. Zakir Kadirov	RPMU, Deputy Executive Director
Mr. Rustam Mamadjanov	RPMU, Senior Finance Specialist
Mr. Akmal Makhamatov	RPMU, National Coordinator in Uzbekistan

**Objective:**

To review and make recommendations, if agreed upon, to the Resident Representative for the approval of the project on Joint Capacity Building for the Central Asia AIDS Control Project, hereinafter referred as the Project.

**Minutes of the meeting:**

The meeting has been chaired by Aziza Umarova. Meeting started with the presentation by Mr. Zakir Kadirov, that aimed to familiarize participants with the project goals and objectives, its logical framework and to summarize the roles and responsibilities of all parties involved in its implementation.

The below mentioned issues have been agreed upon:

- 1) It was agreed that ProDoc will indicate UNDP as a Executive agency, whereas RPMU will play the role of Senior Supplier.
- 2) To revise the Quality management log and Results Resource Framework to ensure consistence with the revised Project development objective
- 3) UNDP and RPMU will recruit three staff for the Project: Finance specialist, Procurement specialist and M&E specialist for CCM. It was also agreed that TOR for M&E specialist will outline his/her responsibilities to prepare necessary reporting for UNDP CO, including provision of UNDP web-updates on progress of project implementation. All three TORs will be prepared by the RPMU country office and submitted to UNDP by January 12, COB.
- 4) "Management arrangements" section of the ProDoc should include clarity on HR contribution of both parties irregardless their contract arrangements.
- 5) UNDP has agreed to amend/extend all SSA contracts that were signed in 2009 under the regional UNDP/CAAP agreement. The process for this will be discussed and agreed upon in consultations with the Human Resources unit of UNDP;

- 6) UNDP will come back on the issue of provision of assistance in custom clearance of goods that are procured by the RPMU on the regional level.
- 7) AWP should be modified and specify all 8 core activities planned for 2010
- 8) RPMU will provide all reporting forms for ? to UNDP CO and will provide on-job training for Finance specialist, once hired.
- 9) UNDP will undertake its own audit of this Project and will provide recommendations to RPMU
- 10) Page 5 and 6 of the ProDoc will outline UNDP' responsibility on financial reporting which should be of a good quality and submitted in timely fashion.
- 11) Once future source of financing of the CAAP will be clear, CAAP will inform UNDP CO in Uzbekistan
- 12) CAAP is open to conduct capacity building assessment of the CCM secretariat and proceed with CCM capacity needs assessment if there will be willingness of CCM to work on functional improvements and/or if circumstances will dictate so.

Conclusions:

- 1) The LPAC meeting endorsed the project subject to incorporation of comments mentioned above and recommended the project for approval of the Resident Representative.
- 2) RPMU will submit the ProDoc for the World Bank on January 13 and it will be signed upon the receipt of the World Banks' no objection.

**Cleared by:**

Aziza Umarova, Head of Good Governance Unit



Mr. Zakir Kadirov, RPMU, Deputy Executive Director

