

United Nations Development Programme

Country: Azerbaijan

Substantive Revision to the "National Capacity Building Programme for the Ministry of Foreign Affairs of the Republic of Azerbaijan" project

Project Title:	National Capacity Building Programme for the Ministry of Foreign Affairs of the Republic of Azerbaijan
UNDAF Outcome:	The State strengthens the system of governance with the involvement of Civil Society and in compliance with its international commitments, with particular emphasis on vulnerable groups
Expected CP Outcome:	Efficiency, accountability and transparency is enhanced through capacity development of State Entities, including gender sensitive approaches
Expected Output:	Improved quality, reliability and security of internal communication between the Ministry of Foreign Affairs of Azerbaijan and its diplomatic missions abroad
Implementing Partner:	Ministry of Foreign Affairs of the Republic of Azerbaijan
Implementing Agent:	United Nations Development Programme

Brief Description

The purpose of the project revision is to expand support to the Ministry of Foreign Affairs (MFA) in upgrading the communication system between the headquarters in Baku and diplomatic missions abroad. The additional capacities are required as Azerbaijan is developing international relations and opening new embassies in foreign countries. The Project will enable the MFA to introduce a Secure Computer Network (SCN) for the entire MFA system and IP Telephony (the transporting of telephone calls over the Internet) between MFA headquarters and newly opened representations abroad.

Programme Period	<u>2011-2015</u>	Total resources required:	US\$ 353,000
Key Result Area (Strategic Plan)	<u>Strengthening accountable and responsive governing institutions</u>	Total allocated resources:	US\$ 353,000
Atlas Award ID:	00037062	• Regular	US\$ 110,000
Start date:	<u>October 1, 2011</u>	• Other:	
End Date:	<u>30 September 2013</u>	○ Government	US\$ 243,000
Management Arrangements:	NEX		

Agree by Government:



Araz Azimov, Deputy Minister of Foreign Affairs

Agree by UNDP:



Fikret Akcura, UNDP Resident Representative

I. Situation Analysis

Over the past years Azerbaijan has made major breakthroughs in developing its foreign relations and has become an internationally recognized state with strategic and economic importance in world affairs.

Azerbaijan is actively involved in economic cooperation in the framework of EU, ECO, Organization of the Black Sea Economic Cooperation (BSEC), UN Special Programme for the Economic of Azerbaijan, Central Asia and Afghanistan (SPECA), to name a few. Azerbaijan has signed a number of bilateral cooperation agreements in the socio-economic sphere. Furthermore, as higher middle income country Azerbaijan is making contribution to the international development cooperation and positions itself as an emerging donor country.

In order to effectively implement the far-reaching foreign policy objectives and fulfil obligations arising from membership in international and regional organizations as well as bi-lateral agreements, Azerbaijan needs to extend its representation abroad. Since 2005, UNDP has been assisting the Ministry of Foreign Affairs in setting up a reliable, secure and cost-efficient communication system between MFA headquarters in Baku and diplomatic missions abroad. Presently 61 embassies, out of 71 functioning, are connected and communication expenses have considerably reduced. 10 diplomatic missions have not yet been connected and there is a decision to open 6 more. Hence, there is a need to expand support to the Ministry of Foreign Affairs (MFA) and upgrade the communication system in 16 embassies.

II. Strategy

The purpose of the project revision is to support roll-out of the new communication system to 16 more newly opened Azerbaijan's embassies. The project will follow the same strategy as outlined in the original project document.

Links to UNDAF/CPD/National Priorities: The UNDP Azerbaijan's Country Programme for 2011-2015 envisions that UNDP will support diffusion of e-governance among state institutions. The project will contribute to UNDP's Country Programme Outcome 3.2 "Efficiency, accountability and transparency in public administration enhanced through capacity development of State entities, including gender sensitive approaches" which will in turn contribute to Outcome 3 of Azerbaijan's United Nations Development Assistance Framework (UNDAF) for 2011-2015, "The State strengthens the system of governance with the involvement of Civil Society and in compliance with its international commitments, with particular emphasis on vulnerable groups." The Project also represents continued application of the National Information and Communication Technologies Strategy (NICTS) for 2003-2012, in which the Government commits to using ICTs to strengthen public service delivery.

UNDP Comparative Advantage: UNDP Azerbaijan has a well-deserved reputation as a long-time supporter of a number of ICT-for-Development projects in Azerbaijan and has access to its large pool of global expertise world-wide. Its approach emphasizes the role modern technologies should and can play in increasing access to ICTs and its use in order to raise government efficiency and transparency, deliver better and new public services, foster citizen participation in governance, and enable businesses and entrepreneurs to raise productivity and economic efficiency.

Results and Resources Framework

<p>Intended Outcome as stated in the Country Programme Results and Resource Framework: UNDAF outcome 3: State strengthens the system of governance with the involvement of Civil Society and in compliance with its international commitments, with particular emphasis on vulnerable groups. Country Programme 3.2: Efficiency, accountability and transparency is enhanced through capacity development of State Entities, including gender sensitive approaches</p>				
<p>Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets: Number of IT innovations implemented contributing to increased transparency in public administration Baseline (June, 2010): 2; Target: 5</p>				
<p>Applicable Key Result Area (from 2008-11 Strategic Plan): Strengthening accountable and responsive governing institutions</p>				
<p>Partnership Strategy: The project will work in partnership with Ministry of Foreign Affairs and its embassies abroad</p>				
<p>Project title and ID (ATLAS Award ID): 00037062</p>				
INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
<p>Output 1 (same as in the original project document) Operational Capacity, business processes and Human Resources of the MFA further developed and strengthened</p> <p>Baseline: Over the course of the project (2005-2011) 61 embassies were connected to upgraded communication system.</p> <p>Indicators:</p> <ol style="list-style-type: none"> Number of embassies to be connected to upgraded communication system Secure voice and date exchanged is enabled – y/n Calls are free of charge – y/n 	<p>Targets:</p> <ol style="list-style-type: none"> 16 embassies Yes Communication expenses equal zero 	<p>Activity Result 1.1 By the end of the project, quality, cost-efficiency and security of internal communication between MFA and embassies improved.</p> <p>Actions:</p> <ul style="list-style-type: none"> Identify needs for improvement of the communication infrastructure Prepare tender documentation and sign a contract with the winning company Organize procurement of necessary equipment Ensure due delivery, installation, and handover of the procured items 	MFA	<p>Equipment \$ 181,430 Travel \$160,000 General Management Support – \$ 11,570 Total: \$ 353,000</p>

UNDP AZERBAIJAN
Project Document Check List

Award : 00037062
 Project ID: 00040512
 Project Title: MFA
 Revision: Substantive revision of the project

Pre-Approval Check		Yes	No
1	All sections are duly completed		
	• Cover Page	✓	
	• Signatories correct (name, position, date)	✓	
	• Impl. Agents/Resp.Parties correct	✓	
	• Compliant with the latest project document template	✓	
	• Award (pipeline in Atlas)	✓	
	• Project Risk log initiated		
2	All attachments are available		
	• PAC Minuters	✓	
	• AWP	✓	
	• APA	✓	
	• Organigram		
	• TORs	n/a	
	• Letters of authorizations (for TTF & GEF projects)	n/a	
	• Cost-sharing agreements		to be signed
3	Project Information correctly entered into Atlas		
	• Project status correct		
	• Impelmenting Agents/Responsible parties correct	✓	
	• Project available electronically		
4	Atlas financial details correct		
	• COA detail correct	✓	
	• TRAC ASL is not exceeded	✓	
5	UNDP input correct and the same in:		
	• Cover Page	✓	
	• Budget	✓	
	• AWP/APA	✓	
6	Cost-sharing		
	• Cost-sharing agreements available	✓	
	• Cost-sharing input correct	✓	
	• Payment schedule realistic	✓	
	• Pending items entered in Atlas	✓	
	• GMS rate correct	✓	not yet not yet
7	Other financial details		
	• NEX advance activity available		n/a
8	Inputs - Staff		
	• Project Manager paid by project	NO	
	• Project Assistant paid by project	NO	
	• International CTA paid by project	NO	
9	Inputs - Procurement		
	• Equipment over 50 % of project total		
	• Micro-capital grants exceeding \$ 150,000 per receipt	n/a	

Prepared by Programme Officer/Associate *A. Raf.* Date _____
 Cleared by PSU *[Signature]* Date _____
 Cleared by Head of Finance Unit *[Signature]* Date 21.09.11
 Cleared by ARR *[Signature]* Date 21.09.11
 Cleared by DRR *N. Athanishkul.* Date 21.09.11

Post Approval Check			
	GMS rate defined for every relevant project activity		
	GMS distributions entered into Atlas		
	Sent to KK		
	Project Status correct		
	Revisions (cover + AWP) uploaded to Atlas		
	Connected to the Project Tree in Atlas		