

Good Governance through Civil Service Reform III
Project Spot Check Report (November 21, 2012)

Participants: 1. Mr. Shamil Rzayev, Programme Adviser, UNDP
2. Mr. Azer Bayramov, Project Manager

Venue: Baku, office of the Civil Service Commission

Date: November 21, 2012

Objective: The purpose of the visit was to review progress of the project by the end of the year

Trip timetable:

DATE	TIME	ACTIVITY
21.11.2012	11.00-12.00	Meeting at the building of the Civil Service Commission.

Activities:

The purpose of the meeting was to spot-check the project area and activities conducted within 2012.

Project Manager presented annual report on the activities undertaken in different components of the project.

Discussions:

- Project Manager will draft and submit to UNDP Annual Progress Report summarizing activities implemented by the project in 2012.
- It was noted that project had slow delivery of planned activities but slow down of activities was implemented as per decision of the Steering Committee in preparation to IRP3.

Conclusion:

- Project is under implementation in according to agreed work plan and timeline.