

Government of the People's Republic of Bangladesh
Ministry of Finance
Economic Relations Division
Section UN-1

No. 09.411.024.17.005.006.2010. 79

Date: 27 June 2010

Sub: Preparatory Assistance to Support Strengthening Electoral Reform in Bangladesh.

The undersigned is directed to inform you that the Economic Relations Division is in agreement with the proposal of initiating and implementing the project titled "Preparatory Assistance to Support Strengthening Electoral Reform in Bangladesh". It is noted that if there is no procedural and in principle restriction, the skilled manpower of "Support to the Electoral Process in Bangladesh (SEPB)" project might be recruited in the proposed project.

Your kind co-operation in this regard will be highly appreciated.



Munira Begum
Sr. Assistant Chief
Phone: 9145476

✓ Country Director
UNDP Bangladesh
IDB Bhaban, Dhaka.

Copy for kind information:

1. Secretary, Bangladesh Election Commission Secretariat, Sher-e-Bangla Nagar, Dhaka.

UNDP REGISTRY, DHAKA			
DATE		30 JUN 2010	
FILE			
TO	IN	OUT	INITIAL
NH			
ACTION			



Country: Bangladesh
Initiation Plan

Project Title: Preparatory Assistance to support strengthening electoral reform in Bangladesh

Expected CP Outcome(s)¹: 1.2 Electoral assistance coordinated and electorate informed of voting rights and responsibilities

Initiation Plan Start Date: 15 February 2010

Initiation Plan End Date: 31 December 2010

Implementing Partner: UNDP

Brief Description

UNDP has been providing technical and development assistance to the Bangladesh Election Commission since 1996 and is working closely in the key reform areas. For the preceding years UNDP's support to BEC has been largely constituted through the projects 'Support to Electoral Process' and 'Preparation of Electoral Roll with Photographs' (PERP) projects. The SEP project has been a continuation of UNDP longer term support and has built the foundation for other areas of assistance including providing the ICT base for PERP- the flagship project that registered more than 81 million people in a span of just 11 months. In addition, in order to sustain the electoral reform undertaken, UNDP is also administrating the project 'Construction of Server Stations for Electoral Database (CSSED)' to build server stations nationwide. UNDP has also continued to provide policy advisory support to the BEC, providing assistance to complete the photo voter list act, delimitation act, the candidates and results declaration rules, and supporting the BEC to complete an organisational review to provide recommendation.

With the completion of SEP project in June 2010 and the PERP project in December 2010, the preparatory assistance (PA) is designed to enable the development of UNDP's next phase of electoral reform programming. Through the PA project, UNDP will formulate a new project, continue to provide technical assistance to the BEC during the interim period as well as support initiatives that raise awareness and continue the momentum for electoral reform in Bangladesh.

Programme Period:	2006-2011
CPAP Programme Component:	Democratic Governance
Atlas Award ID:	00041188

Total resources required	USD 369,600
Total allocated resources:	USD 369,600
• Regular (TRAC)	
• Other:	
- Country co-financing cost sharing (11888)	USD 369,600
Unfunded budget:	_____0_
In-kind Contributions	_____0_

Agreed by UNDP:

I. PURPOSE

As the leading agency in the area of electoral support, UNDP Bangladesh has been providing technical and development assistance to the Bangladesh Election Commission since 1996. Its elections assistance programme for 2005 - 2010 was defined by its Country Program Action Plan (CPAP) which identified legal, policy and institutional reforms as areas of focus, as well as assistance to the national elections.² This programme was further defined by UNDP's response to the changing electoral context starting in late 2006 and supported the preparations for the 29 December 2008 parliamentary elections, which was widely perceived as the most credible and transparent election in Bangladesh.

UNDP's flagship programmes in the area of Electoral Support, the Support to Electoral Process Project (SEP) and the Preparation of Electoral Roll with Photographs (PERP) project will be completed in June and December 2010 respectively. The Preparatory Assistance (PA) project is designed to ensure the continuity of UNDP support while a long-term and comprehensive programme is initiated, which will outline the next generation of UNDP's support to electoral reform in Bangladesh. The PA project will also help to build and increase awareness among the electorate on the 2008 Parliamentary Elections and the reform measures undertaken prior to the election.

II. EXPECTED OUTPUT

Expected Output(s): <i>(Those that will result from the project)</i>	<ul style="list-style-type: none">- Multi-year technical assistance project document is prepared, approved and initiated.- Professional, credible and transparent local elections held in 2010- BEC capacity on NID enhanced
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1. Multi-year technical assistance project document is prepared, approved and initiated.

The long term UNDP supported technical assistance project 'Support to Electoral Process in Bangladesh' is due to complete by the end of June 2010. The PA project will support the fielding of the consultants, in the form of a mission, to prepare the project document for the next phase of the UNDP supported electoral assistance project. The PA project will also help to maintain continuity of the UNDP elections programme while the current electoral support project ends in 2010.

2. Professional, credible and transparent local elections held in 2010

The PA project will also support the Bangladesh Election Commission in the conduct of professional, credible and transparent elections. Through the PA initiatives will support enhanced BEC training capacity, increased transparency through information dissemination and support for the enhancement of the BEC website.

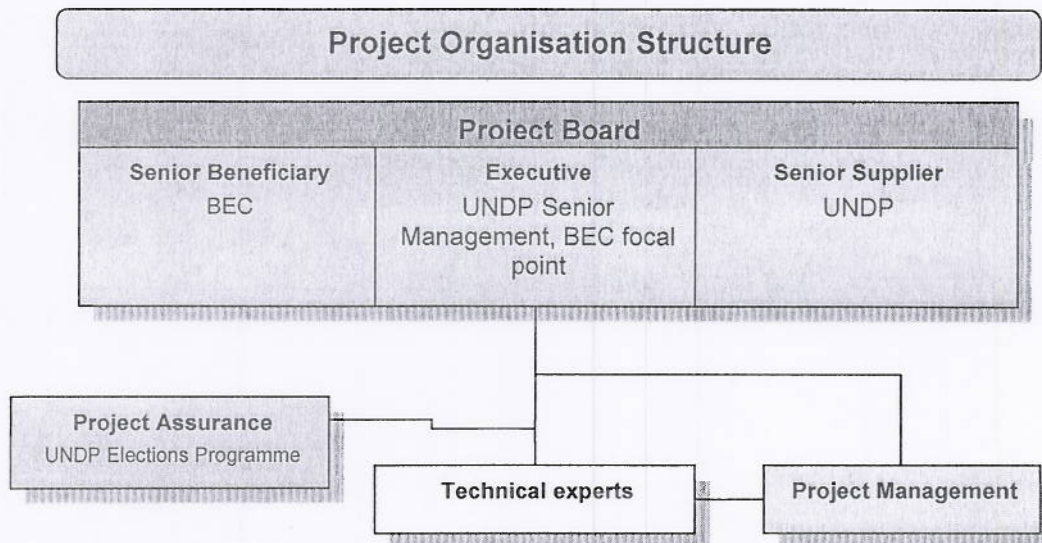
3. BEC capacity on NID enhanced

During 2008-2009, more than 81 million people were provided with provisional national ID cards through the UNDP supported 'Preparation of Electoral Roll with Photographs' project. The PA project will provide all required support to the Bangladesh Election Commission to prepare for the formation and approval of a multi-year national ID Card project.

² UNDP BD Elections Portfolio evaluation report

III. MANAGEMENT ARRANGEMENTS³

Through the Preparatory Assistance project, UNDP and Bangladesh Election Commission will take the necessary steps to formulate and initiate the next phase of the Support to Electoral Process through the Project Board. The following section describes the management structure in detail:



Project Board: The project board, responsible for taking management decisions for the project, may be chaired by the UNDP Country Director as the executor of the project. The project board will monitor the overall progress of the project and provide guidance to implementation of the project.

Project Assurance: The project assurance role may be delegated to the UNDP Programme Manager by the Project Board. The project assurance role ensures that appropriate project management milestones are being achieved and supports the project board in carrying out independent project oversight functions.

Project Support: The project support role will be responsible for fulfilling the administrative and other technical requirements for the project.

Technical Experts: The technical experts will be part of the project team and will be responsible for providing advisory support to the project board to successfully implement the project activities.

IV. MONITORING

The implementation of the project will be reported on a quarterly basis through a quarterly progress report. On a monthly basis the project will report in the results information system format. At the completion of the project an annual report will be prepared following UNDP's standard format.

In addition, project progress review meetings will be held every quarter throughout the duration of the project.

³<http://content.undp.org/go/userguide/results/ppm-overview/management-structure/?lang=eng&urlLang=..>

Preparatory Assistance to Support strengthening Electoral Reform in Bangladesh

V. ANNUAL WORK PLAN for the 2010

ATLAS Project ID: 00075663

EXPECTED OUTPUTS And baseline, associated indicators and annual targets	PLANNED ACTIVITIES List activity results and associated actions	TIMEFRAME				RESPONSI BLE PARTY	Donor	PLANNED BUDGET		
		Q1	Q2	Q3	Q4			Budget Code	Budget Description	Amount
Atlas Activity# 1 Multi-year technical assistance project document is prepared, approved and initiated	1. Multi year technical assistance project document is prepared and approved Field formulation mission					UNDP	UNDP (11888)	71200 71300 72500 75700	Int. Const. Nat. const. Supplies TR, WKSP, CF	58,000 7,000 1,000 8,000
Atlas Activity# 2 Professional, credible and transparent local elections held in 2010	2. Trainings on conduct of local elections supported Provide technical assistance for review and strengthening of training materials Facilitate training of local election officials on step-by-step guide Facilitate printing and distribution of training materials Facilitate increased voter education and awareness	X	X	X	X	UNDP	UNDP (11888)	75700 71200 71300 72500 75700 74200 75700 72100	TR, WKSP, CF Int. Const. Nat. const. Supplies TR, WKSP, CF Printing and Publications TR, WKSP, CF Contr-Cmpy	5,000 10,500 5,000 1,000 4,500 4,500 5,000 25,000
	nior Programmer, Finance Assistant, Hardware Engineer, Computer Operator National Consultant							71400	Service Contracts	28,000
	2.1 Enhanced information dissemination and voter education									
	Support to management and increase functionality of BEC website Facilitate the use of technology in election management	X	X	X	X	UNDP	UNDP (11888)	71300 71200 72500	Nat. const. Int. Const. Supplies	15,000 30,000 2,000
	Facilitate increased voter education and awareness	X	X	X	X	UNDP	UNDP (11888)	72100 74200	Contr-Cmpy Printing and Publications	38,000 25,000

EXPECTED OUTPUTS And baseline, associated indicators and annual targets	PLANNED ACTIVITIES List activity results and associated actions	TIMEFRAME				RESPONSIBLE PARTY	Donor	PLANNED BUDGET		
		Q1	Q2	Q3	Q4			Budget Code	Budget Description	Amount
Atlas Activity# 3 BEC capacity on NID enhanced	3. Support enhanced capacity on NID	X	X			UNDP (11888)	71300	Nat. const.	8,000	
		X	X			UNDP (11888)	71200	Int. Const.	25,000	
						UNDP (11888)	75700	TR, WKSP, CF	7,000	
Atlas Activity# 4 Project Management	Successful implementation of project									
		X	X			UNDP (11888)	71400	Service Contracts	33,500	
		X	X			UNDP (11888)	71300	Nat. const.	3,000	
	SSA Consultant Miscellaneous	X	X			UNDP (11888)	74500	Miscellaneous	5,000	
		X	X			UNDP (11888)	71600	Travel	5,000	
		X	X			UNDP (11888)	74200	Printing and Publications	5,600	
	Supplies	X	X			UNDP (11888)	72500	Supplies	5,000	
TOTAL									369,600	