

GOVERNMENT OF ARAB REPUBLIC OF EGYPT

UNITED NATIONS DEVELOPMENT PROGRAMME

**Project Title:
Support to the National Council for Human Rights
(INSAN)**

Brief Description

The government has showed an interest in promoting and increasing the awareness of human rights issues among influential government officials, judicial institutions, lawyers, women, and the media.

The Government of Egypt (GOE) emphasized the principle of citizenship as a basis for equality in rights and duties, and the elimination of all forms of discrimination (colour, race, belief, etc) that guarantees respect for citizen's fundamental rights.

In order to give further support to that principle, in 2003 the government decided to impulse the establishment of the National Council of Human Rights. The National Council of Human rights is a core instrument for Human Rights preservation and will complement the efforts of the previously established institutions and organizations, such as The National Council of Women (NCW), and the National Council of Childhood and Motherhood (NCCM).

The focal aim of the project is empower the council to achieve its objective through Institutional Development, Capacity Building, the establishment of Administrative and Financial Procedure establishment and to establish strong link with NGOs and Donors.

SIGNATURE PAGE

Country: Egypt

UNDAF Outcome(s) ---

Expected Outcome(s): Goal 2: Fostering democratic governance;
(CP outcomes linked to the 2.4 Justice and Human Rights.
SRF/MYFF goal and service line)

Expected Output(s) / Indicator(s): **Output 1:** Assist in the formulation of internal systems
Indicators:

(CP outcomes linked to the -

SRF/MYFF goal and service line) **Output 2:** Strengthening the Council's Committee & its staff
Indicators:

-

Output 3: Strengthening external dialogue with CSOs & other
sectors

Indicators:

-

Implementing partner:

National Council for Human Rights (NCHR)

Other Partners:

- - -

Programme Period: 2002 - 2006
Programme Component: Governance
Project Title: Support to the National Council for
Human Rights
Project Duration: 3 years 2004-2007
Management Arrangement: NEX

Budget
General Management Support Fee:
Total budget: \$800,000
Allocated resources:
• The Netherlands: \$650,000
• UNDP: \$150,000
• In kind contributions: (office premises &
facilities)

Agreed by:

H.E. Amb. Naglaa El Hussein, Director, Department of International Cooperation for
Development, MOFA

Signature:

Date:

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Agreed by:

H.E. Amb. Mr. Mokhles Kotb, Secretary General of the NCHR

Signature:

Date:

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Agreed by:

Mr. Antonio Vigilante, Resident Representative, UNDP

Signature:

Date:

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In the presence and witness of:

H.E. Dr. Botros Botros Ghali, Chairman of NCHR

Signature:

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Date:

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In the presence and witness of:

H.E. Amb. Tjeerd De Zwaan, Ambassador to the Netherlands

Signature:

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Date:

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In the presence and witness of:

H.E. Dr. Ahmed Kamal Aboulmagd, Vice Chairman of NCHR

Signature:

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Date:

.....

PROJECT RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Results Framework:

Project outcome: NCHR has an effective, transparent, and modern support system obtained through capacity building and empowerment.

Outcome indicator as stated in the Country Programme Results and Resources Framework, including baseline and target.

(Note: Inception period of 3 months, after which a workplan, baseline, indicators, AWP & POP will be developed and provided.)

Applicable MYFF Service Line: Fostering democratic governance.

Service Line 2.4. Human Rights and Justice.

Partnership Strategy: NEX by NCHR

Project title: **Support to the National Council for Human Rights (INSAN)**

PROJECT RESULTS AND RESOURCES FRAMEWORK

Intended Outputs	Output Targets for (years)	Indicative Activities	<i>Inputs</i>
Output 1: Assist in the formulation of internal systems.	For: yr 1: For Yr.2: For Yr.3	1.1. Assist in the formulation of executive regulations. 1.2. Capacity building for transparent fund management & donors relations 1.3. Create an Integrated Management Information System (MIS) 1.4. Construct a database for complaints registering 1.5. Direct Institutional Support	<i>The Netherlands</i> <i>\$ 271,915</i> <i>UNDP</i> <i>\$ 66,000</i>
Output 2: Strengthening the Council's committee & its staff	For: yr 1: For Yr.2: For Yr.3:	2.1. Support to the Council's committees and its staff 2.2. Assist in the formulation of Egypt's Annual report on human rights 2.3. Direct Institutional Support	<i>The Netherlands</i> <i>\$ 106,012</i> <i>UNDP</i> <i>\$ 44,000</i>
Output 3: Strengthening external dialogue with CSOs & other sectors	For: yr 1: For Yr.2: For Yr.3:	3.1. Provide training (workshops) for selected CSOs and others 3.2. Direct Institutional Support	<i>The Netherlands</i> <i>\$ 272,073</i> <i>UNDP</i> <i>\$ 40,000</i>

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I-A Situation Analysis

Egypt was one of the Countries that have assisted in the formulation of the Universal Declaration of Human Rights (1948). Egypt is a party to most of the major international human rights conventions. It has ratified 18 United Nations conventions and 60 of those of the International Labour Organization (ILO), as well as the African Charter on Human and People's Rights. Egypt actively participates in international dialogues on the various dimensions of human rights and, during the past decade, has participated in the World Conference on Human Rights (1993), the World Conference on Social Development (1995), the Fourth World Women's Congress (1996) and other important conferences held during the nineties. In 1994, Egypt hosted the International Conference on Population and Development.

In Egypt, many improvements have been made in the area of human rights, such as the establishment of the National Council for Women (NCW) and the establishment of the National Council for Childhood and Motherhood (NCCM). The National Council for Women (NCW) is involved in promoting legislative changes aiming at equality between men and women, in enhancing the capacity of women to enter the labour workforce and the political field, assisting women heading families to start small projects, and observing the attitude of mass media on women's affairs. The National Council for Childhood and Motherhood (NCCM) is involved in proposing the general strategies and policies in the field of childhood and motherhood, and laying down a comprehensive plan within the framework of the general national plan to protect childhood and motherhood. This is done through raising enrolment in schools, raising the qualities of health services, helping children in difficult circumstances, and raising public and government awareness of pressing issues, such as care of special needs children, Juvenile delinquency, girls education and child labour, as well as the elimination of FGM (Female Genital Mutilation). Both institutions are engaged in policy and institutional coordination. Recently the President of Egypt has issued a decree-cancelling Sentence of Heavy Penalty, some Military Orders, and State Security Courts. More and above, People's Assembly issued a law of creating the National Council for Human Rights (94/2003).

The formation of the National Council for Human Rights in Egypt realizes one of the most important international criteria set by the United Nations. It puts Egypt on track with the developed countries which keep and maintain human rights.

Objectives of the National Council for Human Rights

The law establishing The National Council for Human Rights stipulates the enhancement and development of the protection of human rights, entrenching values, spreading awareness and contributing to guarantee the practice thereof.

The council shall have a legal personality, with its headquarters in Cairo in addition to the right to open and establish bureau in the governorates of Egypt. The Council shall enjoy independence in the practice of its duties, activities and competence. The objectives of the National Council for Human Rights are:

- Setting a blueprint to enhance and develop human rights protection in Egypt as well as proposing means to achieve such plan.
- Following up the implementation of international agreements and treaties concerned with human rights, and submitting required proposals, observations and recommendations to the competent authority for a sound implementation.
- Cooperating with organizations as well as national and international authorities interested in human rights to contribute in achieving the Council's objectives and promoting inter-relationships.
- Spreading the culture and awareness of human rights through the contribution of specialist institutions and authorities interested in education, upbringing, media and culture.
- Contributing with the Egyptian delegations in forums and in national organizations and international meetings interested in protecting human rights.
- Coordinating with international institutions interested in human rights as well as cooperating with the Woman National Council and the National Council for Childhood and Motherhood and other relevant councils and bodies.

Hence, the Council is an independent national authority affiliated to the Shura Council and not to the government.

Human Rights and UNDP

The human rights situation in Egypt has been characterized by progressive advancements. Although there has been progress, the availability of material in Arabic on human rights at the national level is very limited, which hinders the process of promoting human rights awareness.

UNDP in cooperation with MOFA (Ministry of Foreign Affairs) has a project for Capacity Building in Human Rights addressing awareness raising for government officials and employees dealing with Human Rights issues, as well as journalists, lawyers, etc.. The focal aim of the project is to familiarize Egyptians (primarily government officials associated with the legal system – police officers, prosecutors, high and middle level judges, lawyers, women, and the media) with international standards for human rights in the administration of justice, Egypt's treaty commitments as well as different aspects of the human rights culture. The current project aims to provide Arabic manuals for citizens' rights as well as Human Rights materials so that officials and opinion leaders can disseminate this information and, where appropriate, include in their own training activities. Furthermore, extending this project (EGY/99/005) activities to Upper Egypt was a turning point for the project in order to support the government efforts in improving the social and economic situation of Upper Egypt, a region traditionally disadvantaged. The government is heavily investing in the health and educational sectors of Upper Egypt as well as in its infrastructure, and thus trying to implement one of the key aspect in human rights, the right to development. Furthermore, Upper Egypt has been an area in which there have been few training activities in regards to human rights, a situation the project extension aimed at ameliorating.

Target Beneficiaries

The National Council for Human Rights will be the primary beneficiary of the project at both the policy level and the operational levels. The professional and technical staff of the NCHR will directly benefit from the delineation of their roles and responsibilities in the redrafted planning preparation systems. In addition, some staff will receive training in various areas.

I-B Strategy

Government Strategy: The government has shown an interest in promoting and increasing the awareness of human rights issues among influential government officials, judicial institutions, lawyers, women, and the media. People's Assembly has issued Law 94/2003 on establishing the National Council for Human Rights in June 2003. The Council, as the law stated, is an independent Egyptian institution that works on "preserving and developing Human Rights, supporting its values, raising people's awareness, and guaranteeing practicing Human Rights". President Mubarak selected the 25 members Council headed by Dr. Botros Botros Ghali, former UN Secretary General. Selecting the members of the council from the respected public figures made the council distinctive and marked the seriousness of this institution. The Law presents the Council as a national institution responsible for setting the plans and procedures to support Human Rights. The law granted the council the authority to work at the national level with the government and the civil society (NGOs) along with other international organizations.

Capacity Building in Human Rights aims in supporting the council to fulfill its commitments stated by law 94/2003.

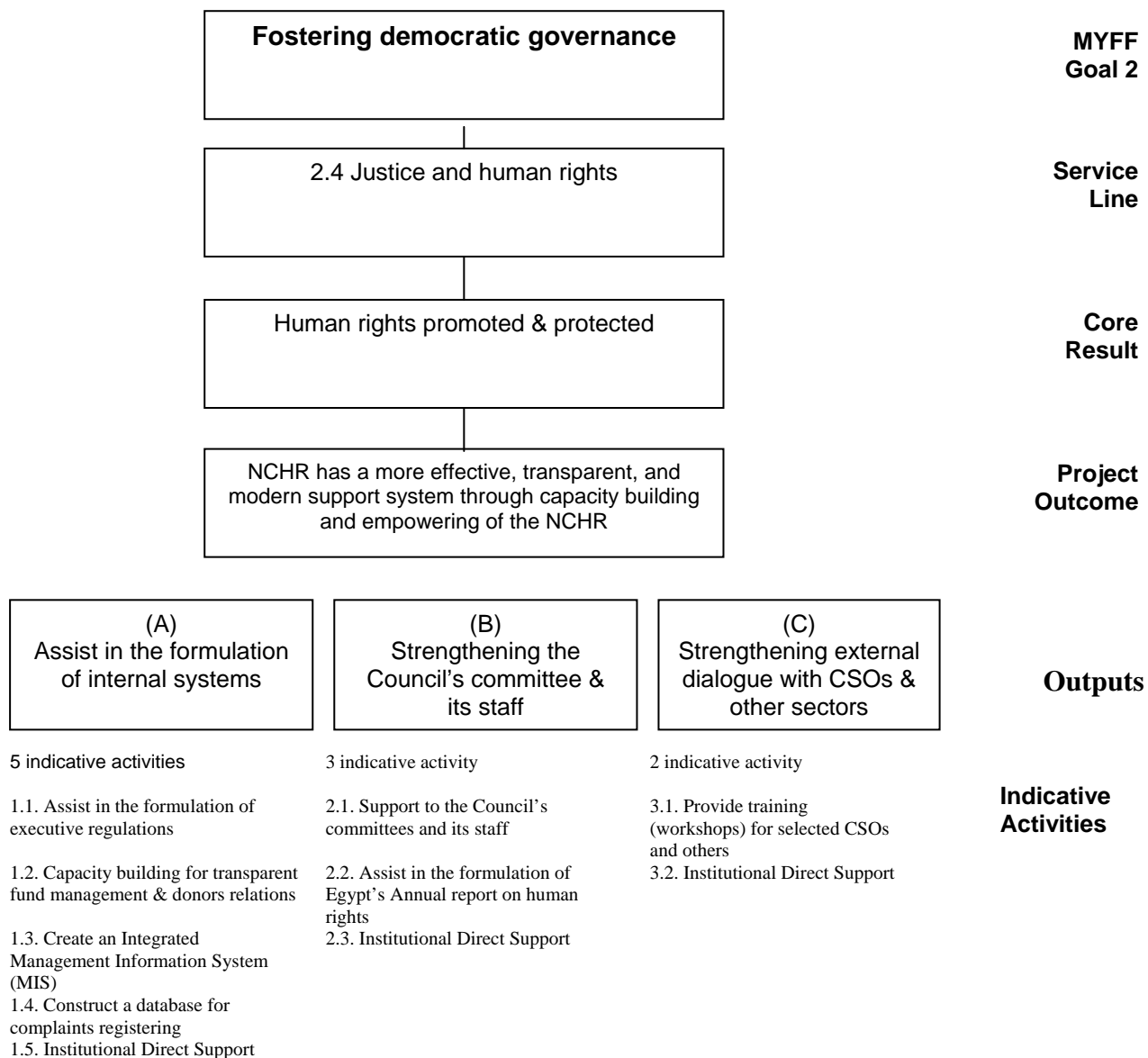
Project Strategy: The focal aim of the project is empower the council to achieve its objective through Institutional Development, Capacity Building and Administrative and Financial Procedure establishment and to establish strong link with NGOs and Donors.

UNDP Strategy: UNDP involvement with the NCHR project seeks to ensure that strategies for human rights and human development proceed synchronously and are not posing constraints to one another. UNDP's support will also be conducive to accelerated achievement by Egypt of its obligations and commitments in the context of the Millennium Development Goals (MDGs). Through this project, NCHR will be more capable of monitoring and reporting on Egypt's progress towards implementation of the MDGs pertaining to the human rights issues. UNDP's participation will be also addressing other strategic considerations including human rights laws and regulations and the strengthening of national capacities in monitoring and evaluation of human rights issues.

Collaboration: This project, through the NCHR, will seek to build strategic partnerships and close collaboration ties with all relevant and related projects supported by UNDP and other donors, especially in the field of Human Rights. In particular, essential support is granted to this project by the Government of the Netherlands, in keeping with its policy of support to Human Rights and Human Development

Project Results & Resources Framework

Fig.1: SRF under UNDP Multi-year Funding Framework 2004-2007



Output 1: Assist in the formulation of internal systems

Activity 1.1: Assist in the formulation of Executive Regulations

Law Reference: Article 14, states that the council should issue executive regulations:

- *Technical Secretariat*
- *Personnel*
- *Administration and Finance*

Activities:

1.1.1	Obtain International consultants to review best practices of H.R councils, and recommend appropriate content for Egyptian H.R councils.
1.1.2	Develop & produce personnel manuals
1.1.3	Develop & produce organogram
1.1.4	Create a project development facility to develop projects for funding
1.1.5	Develop & produce administrative procedures
1.1.6	Develop & produce financial procedures
1.1.7	Produce council organogram
1.1.8	Produce requirements of needed technical capacity for permanent staff (staff position, TOR, job descriptions,etc)
1.1.9	Draft sustainability plan (exit strategy)
1.1.10	Select and employ experts to conduct the work
1.1.11	Meetings with council members to draw a framework
1.1.12	Collect data needed to formulate the executive regulation
1.1.13	Submitting draft of executive regulation / meetings for revision
1.1.14	Final Regulation document / issue release
1.1.15	Training staff on the regulation
1.1.16	Draft Internal Regulations of the Council

Activity 1.2: Capacity Building for Transparent Fund Management and Donors relation.

Law Reference: Article 11, 12, 14, state the council ability to receive donations and grants / to cooperate with international organizations / to regulate and organize its Internal System.

Activities:

1.2.1	Establish Financial and Procurement Accounting Systems based on International Standards
1.2.2	Select and employ experts / consultancy firms to provide Enterprise Resource Planning and financial systems.
1.2.3	Training council staff on the system
1.2.4	Training council staff on formulating donor's projects
1.2.5	Establish a coordinating unit to support the implementation of donor's projects

Activity 1.3: Create an Integrated Management Information System (MIS).

Law Reference: Article 3, 5, state the internal organization through cooperation with national and international institutions and that the council should have a personnel system to carry out the council's responsibilities.

Activities:

1.3.1.	Create a Portal/ website for the council
1.3.2.	Purchase equipments and Network
1.3.3.	Intranet / internet interfaces
1.3.4.	Database management for: Conventions and Laws Citizens enquiries Documentation system Citizens' Rights E-Library for human Rights issues.
1.3.5.	Training staff on the system
1.3.6.	Maintenance of the system

Activity 1.4: Construct a database for complains registering.

Law Reference: 3, 13 state receiving complains in Human Rights issues, studying the cases, taking the legal procedures, and issuing reports on such complains.

Activities:

1.4.1	Select and recruit staff (lawyers and staff from Political and Social Science).
1.4.2	Create an IT base system (tracking, registering, and follow up).
1.4.3	Produce reports on different types of complains.

Output 2: Technical Strengthening of the Council's Committee & its staff

Activity 2.1: Support to the Council's Committee and its staff

Law Reference: Article 3, 5 state the assistance to the council's members and staff through trainings and seminars referring to international experts and consultants.

Activities:

2.1.1	Provide Technical Assistance on different matters to council members.
2.1.2	Conduct seminars using international consultants (including OHCR members) on different Human Rights issues.
2.1.3	Participate in selected conferences related to Human Rights issues.
2.1.4	Conduct internal substantive training to Human Rights council's members

Activity 2.2: Assist in the formulation of Egypt's Annual Report on Human Rights

Law Reference: Article 3, 8, 13 advocates the issuance of reports on the development on the Human Rights status in Egypt, and the council's efforts and activities in that respect. The articles also requests the Council to participate with other governmental institutions in preparing Egypt's reports on Human Rights that is regularly delivered to International Institutions.

Activities:

2.2.1	Establish a statistical system for data collection and classification
2.2.2	Capacity Building in Research and Studies
2.2.3	Formulate a technical office to prepare, edit, and follow up reports.

Output 3: Strengthening external dialogue with CSOs & other sectors.

Activity 3.1: Provide training (workshops) for selected CSOs and others.

Law Reference: Article 3, 12 state the council to provide suggestions on Capacity building of government and NGOs / to cooperate with international organizations to support human Rights preservations and disseminates its principles.

Activities:

3.1.	Select the focus and input materials of the training workshops for focus participants (CSOs).
3.2.	Arrange logistics (location, transportation, catering, podium facilities etc)
3.3.	Establish selection criteria for participants
3.4.	Prepare and issue announcements and invitations
3.5.	Arrange facilitation and documentation of the workshops
3.6.	Select independent evaluator
3.7.	Attend workshops, ensure evaluation sheets are completed and returned
3.8.	Supervise the assembly, editing and production of the final report
3.9	Media and communication activities
3.10	Providing counselling and conduct or commission background studies on HR matters

Relevance to UNDP Country Programme:

One of the core areas of focus of UNDP's Second Country Cooperation Framework (2002-2006) is strengthening governance issues as an essential pillar of human development. Specifically, UNDP is keen to support the GOE in promoting and increasing the awareness of human rights issues among influential government officials, judicial institutions, lawyers, women, and the media. This will be achieved through capacity building, modernizing processes and systems, the provision of technical inputs and training to government officials on human rights, media broadcasts on human rights issues, and the publication and distribution of Arabic material on human rights to government officials. This project therefore is in accordance with the current Country Co-operation Framework (2001-2006) for Egypt, Goal 1(Governance), Subgoal 3 (Increased social cohesion based on participatory local governance & stronger local communities & institutions).

Outcome indicator as stated in the Country Programme Results & Resources Framework, including baseline and target:

(Note: Inception period of 3 months, after which a workplan, baseline, indicators, AWP & POP will be developed and provided)

Partnership Strategy: NEX by NCHR

Project title: Support to the National Council for Human Rights (**INSAN**)

Management Arrangements

The project will be executed by the National Council for Human Rights and is planned to run for three years commencing October 2004 and ending October 2007. The Project Director will be nominated by UNDP in agreement with the NCHR, will report directly to the Chairman of the NCHR, and will be responsible for the overall management and day-to-day operations of the project. Terms of reference for the Project Director are attached (Annex 2). Fig. 3 on the following page shows the generic management structure for the project. It will be elaborated during the inception phase of the project.

As for the management unit of the project, it will locally recruit its personnel as:

- Project Coordinator
- 3 Program Assistants
- 1 Accountant/Administrator
- 1 Secretary
- 2 Messengers
- Pool of Consultants

The project will rely on an Advisory Committee for direction and technical support. The High-Level Advisory Committee (HLAC) is composed of:

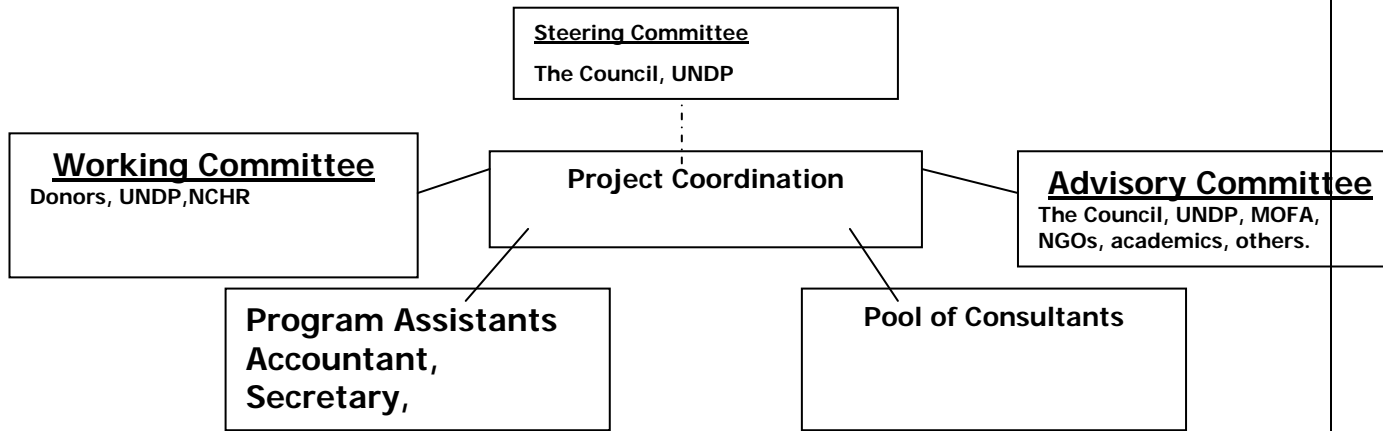
- 4 Council Representatives.
- 1 NGO Representatives.
- Academia Representative.
- Ministry of Foreign Affairs Representative
- UNDP Representative

The HLAC will provide independent advice to the project and will assist with implementation of project activities, for example, by facilitating access to key decision makers, providing high-level legitimization for the project's activities, and assisting with solving any bottlenecks that are encountered by the project;

The project will also utilize a Working Committee that include donors' representatives (funding the project) and UNDP. It will deal with operational issues and act as a mechanism to report to donors.

Furthermore, the project will utilize a Steering Committee bringing together the UNDP and the Council. This committee will advice and monitor the work implementation, approve work plans as well as financial expenditure.

Organizational structure for the project



Project Budget:

The budget of this project is USD\$ 800,000

- The Netherlands: USD\$ 650,000
- UNDP: USD\$ 150,000

Legal Context

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Egypt and the United Nations Development Programme, signed by the parties on January 19, 1987. The host country-implementing agency shall, for the purpose of the Standard Basic Assistance Agreement, refer to the government cooperating agency described in that agreement.

The following types of revisions may be made to this project document with the signature of the UNDP Resident Representative only, provided he or she has assured that the other signatories of the project document have no objections to the proposed changes:

- Revisions in, or additions of, any of the annexes of the project document; and
- Revisions, which do not involve significant changes in the immediate objectives, outputs or activities of the project, but are caused by the rearrangement of inputs already agreed to or by cost increases due to inflation.
- Mandatory annual revisions to re-phase the delivery of agreed project inputs or increased expert or other costs due to inflation or take into account agency expenditure flexibility.

Monitoring and Evaluation

In line with UNDP's Results-Based Management, the Project Operation Plan (POP) and Annual Work Plan (AWP) will be used as tools for monitoring the implementation of activities and assessing their contribution towards achieving project outputs. They have explicitly articulated indicators, quarterly targets and designated responsible parties for each activity. The AWP will also be used to check disbursements and create financial reports. Based on UNDP format, progress reports will be prepared in order to supplement these monitoring and evaluation tools.

(Inception period for the first 3 months, after which the above-mentioned Monitoring and Evaluation regulation shall apply)

Budget

1. Government Inputs

Contribution in Kind:

1.1 Premises

The Government of Egypt (GOE) has already provided the National Council for Human Rights with adequate office space. Some office furniture, computer hardware, office equipment, communication and networking etc. The project premises will be housed in those premises.

1.2 Other Inputs

The National Council for Human Rights will make available all necessary support (through its own resources) such as access to information, documents, and NCHR facilities.

Cost Sharing

The Netherlands is committing USD\$ 650,000 towards the financing of the project.

Resources in USD\$	The Netherlands	UNDP	Total
Project	650,000	150,000	800,000

Schedule of donor Payments

Due Date	Amount in USD
November 2004	200,000
March 2005	100,000
September 2005	150,000
March 2006	200,000
Total	650,000

2. UNDP Inputs

UNDP will provide USD\$ 150,000 from TRAC funds pro rata as the cost sharing.

3. Implementation Support Service (ISS)

ISS costs will be recovered and charged the same budget line as the project input itself, based on the universal price list.

Budget

(See Annexes A2)

Annexes

A-1 TOR of Project Coordinator

Terms of Reference

National Project Coordinator

Support to the National Council of Human Rights

Background:

Sustainable Human Development (SHD) combines the concepts of Human Development and Sustainable Development where Human Development focuses on empowering people to make their own choices and sustainable development calls for equality between men and women, optimal utilization of natural resources to allow for a comparable level of resources for future generations as well as lasting value for development efforts. SHD is recognized to have a strong governance component particularly with regards to the creation of an enabling environment for the enhancement of the well being of people which includes the rule of law, the maintenance of peace, security and political stability, and legal and policy frameworks within which people can pursue their aspirations. Capacity building for governance aims at strengthening abilities to promote all human rights – including economic, social, cultural and political rights – and promoting the role of the civil society and participation of intended beneficiaries.

As the project is nationally executed by the National Council for Human Rights, the project co-coordinator (a full time position) will insure that all project objectives as stated in project document will be achieved as well as in donors agreements. He will be working closely with the UNDP ARR in fulfilling his duties listed below:

In that regard his responsibilities will include the following, but are not limited to:

- Overall management of project activities in accordance with UNDP policies and procedures
- Draft Workplan for the project activities to be reviewed by UNDP and approved by the project steering committee.
- Work with UNDP (Assistant Resident Representative) to establish partnerships and draft agreements (agenda) for the Workshops/Seminars with the National Government Institute, National and International NGOs, Universities. Report on final agreements (agenda) to the Steering Committee.
- Administration of the Working project Committee.
- Following-up on different sub-contracts and consultant's assignments
- In collaboration with UNDP ARR work on scheduling the meetings in Cairo and Upper Egypt as well as prepare reporting for donors requirements
- In collaboration with UNDP Assistant Resident Representative identify local staff and necessary national consultants for implementation of various project activities including formulation of TOR.
- Reporting on project progress, provide 6 weekly progress report to UNDP and make necessary presentations
- Assist in mobilizing additional resources for expansion and extension of project
- Ensure that UNDP's name is referred to in project activities and credit is given

- Prepare draft criteria for selecting NGOs for the grants. Final criteria to be approved by the Steering Committee
- Prepare all official correspondence on behalf of the National council for Human Rights to the outside partners. Copy of all correspondence to UNDP
- Within the project budget negotiate the project premises and support services
- Prepare the draft agenda for the Advisory Committee and Steering Committee Meetings and acts as technical secretariat.
- Maintain minutes of the Advisory Committee and Steering Committee and follow up on agreed action
- Prepare requests, TORs, direct payments, etc. by UNDP
- Prepare all project reporting requirements according to UNDP programme manual.
- Prepare all reporting requirements according to donor requests
- Attend UNDP meetings as necessary and make necessary presentations
- Any other items as deemed necessary