

Interoffice Memorandum

Date: 23 December 2015

To:

Osnut Lubrani, UNDP Resident Representative and UNRCy Conference of the Conference o

Through:

Asenaca Ravuvu, Assistant Resident Representative – Programmes

23 Bec 2015

Mohammed Mozeem, Project Analyst, Democratic Govenance and Resilience

Building Team Double 23/12/15

Melaia Tarogi, Democratic Govenance and Resilience Building Programme Associate

Subject:

From:

23/12/15 2016 Annual Work Plan for Parliament Upscaling Support Project for Tuvalu, Kiribati

& Republic of Marshall Islands (RMI)

Please find enclosed the 2016 Annual Work Plan (AWP) for Tuvalu, Kiribati and RMI Parliament Parliament Support project for your signature. The AWPs have been signed by the Speakers for each of the countries (RMI & Tuvalu) and Clerk(Kiribati) following series of consultation with UNDP. Each country planned activities for 2016 include Capacity development; improving sustainability, networking and coordination; and project management. A total budget of USD\$169,000.00 will accommodate the implementation of the above activities.

Enclosed

Kiribati Parliament Support Up-scaling Project

2016 Annual Work Plan

85-3-886-45-30

EXPECTED OUTPUTS List activity results and associated actions indicators List activity results and associated actions Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q Q	10,000	DPC-	TRAC	UNDP	×	×	×	1. Project Manager assists in the implementation/	2. % of youths participating
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EXPECTED OUTPUTS of baseline, indicators List activity results and associated actions TIMEFRAME PARTY Source PARTY Source Budget Description ACTIVITIES ACTIVITY Source PARTY Source Responsible Parliament Secretariat 1. Conduct Parliament Induction Training for new MPs and Parliament Staff 1. Conduct Parliament Staff with special focus on gender inclusive legislative processes/development. Seeline: Elections conducted for parliament pulliding and capacity building an assistance for conduct mission and provide technical assistance for conduct mission and provide technical assistance for the Parliament. South-south cooperation Conduct training for new MPs and UNDP TRAC Travel assistance for the Parliament of the Parliament conducted in 2014-2015 South-south cooperation 1. Conduct training for new MPs and UNDP TRAC Travel assistance for the Parliament of the Parliament conduct training for youth representations in participation. Conduct training for youth representations in participation. TRAC Travel UNDP TRAC Travel UNDP TRAC Travel UNDP TRAC Travel	8,000	75700-	TRAC	UNDP	A-A-W-b			for muhlic engagement particularly women and	
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List activity results and associated actions List activity results and associated actions List activity 1: Capacity Development of MPs and Parliament Induction Training for new MPs and Parliament staff with special focus on gender inclusive legislative processes/development. 2. Induction Report produced and share with Parliament mission and provide technical 3. Conduct mission and provide technical 3. Conduct mission and provide technical 3. Conduct mission and provide technical 4. UNDP TRAC Travel 71600 TRA	A CONTRACT C	71000						to the Parliament.	undertaken in Quarter 1, 2016.
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List activity results and associated actions TIMEFRAME RESPONSIBLE PARTY Source Budget Description Activity 1: Capacity Development of MPs and Parliament Staff 1. Conduct Parliament Induction Training for new MPs and Parliament staff with special focus on gender inclusive legislative processes/development.									Baseline:
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**************************************		71600						MPs and Parliament staff with special focus on	law making, oversight and
**************************************	20,000	Travel	TRAC	UNDP		×		1. Conduct Parliament Induction Training for new	Strengthened for effective
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	\$ET	LANNED BUDG	<u>G</u>					PLANNED ACTIVITIES	EXPECTED OUTPUTS

Target:1. 80%.
2. 100% Source Docs: BTOR, QPRs. Total for 2016 indicated increased knowledge and engagement capacity with their leaders and Parliament in the youth parliament indicated increased 3. Monitoring and Evaluation and Communication monitoring of activities.

2. Develop quarterly and annual reports (Project 4. Conduct Project Board meetings Manager) į × × × × × × UNDP DUNDP UNDP TRAC TRAC TRAC Travel-71600 64300 \$57,000 2,000

Signed by Kiribati Parliament:

Signed by UNDP:

Eni Tekapene

Date: 23 DEC 2015

Date: 23/12/2015

Marshall Islands Parliament Support Up-scaling Project

2016 Annual Work Plan

(\$5772 Spreed to (\$5510)

			Target: - 80% of total participants	representation.	oversight and	understanding on their functions of law-making.	ilici easea knowleage and	Induction training reporting	participating in Parliament	- % of MPs and staff	Indicator:	representation functions	oversight and	Parliament for law-making,	- Limited capacity in	Baselino.	oversight and representation	effective law making,	Parliament Staff to undertake	capacities of MPs and	Output 1: Strengthened		arg	And baseline, indicators	EXPECTED OUTPUTS
6. UNDP Direct Project Costing (technical and project management support)	Evaluation.	Activity Result 3: Effective	engagement and dialogue with Parliamentarians	Day providing spaces for public	Portal with new resources	Pacific Parliament Knowledge	4 Continuous upgrade of the	mechanisms developed	Sustainability, networking	Activity Results 2:	and materials	3. Produce knowledge products	and shared with Parliament	2 Induction Report produced		elected MPs	rainir	1. Conduct Parliamentary	and MPs	Building of Parliament Staff	Activity Result 1: Capacity		associated actions	List activity results and	PLANNED ACTIVITIES
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DPC-64300			75700	Workshop-	- A LA L	Non-cost					74210	Publication-			75700	Workshop	Travel - 71600					Description	Budget		PLANNED BUDGET
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\$ 56,000										Total for 2016
			UNDP		×		×	bard	9. Conduct Project Board Meeting	
1,700	DPC-M&E 74500		UNDP		×		 ×	ă ∞	8. Monitoring and Evaluation & Communication	the second secon
			UNDP	Ş	×	×	×	and X	7. Develop quarterly and annual reports	The second secon

Tuvalu Parliament Support Up-scaling Project

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yet:	constitutional amendments.	confirms need for	disaggregated by sex that	consultations done	# of island based	the CRC	# of meetings conducted by	Review Analysis Report	Status of the Constitutional	Output Indicators:	Constitutional Review	with citizens on a	No consultations undertaken	Constitutional Review (CRC)	National Committee on	No Parliamentary or	undertaken in 1986.	Last Constitutional Review	Baseline:		oversight and representation	effective law making,	Office strengthened for	Parliament Secretariat and s	Output 1: Capacity of MPs,				including annual targets	d baseline, indicators	EXPECTED OUTPUTS
CNCT	hnical and Project Management Support provided by	management, monitoring and evaluation	Activity Result 3: Effective and efficient project	Commissions from other similar jurisdictions	1. Partnerships explored and developed with Constitutional		south cooperation	coordination mechanisms developed through south	networking		5. Country wide consultations conducted for adoption of an	Constitutional Review Process	quarter to discuss update and adoption of option for	4. Constitutional Review Committee (CRC) meets each	for the CRC and appoint members for CRC	3. Special seating conducted for Parliament to approve TOR	Committee to undertake the Constitutional review process	2. Develop TOR for Parliamentary Committee or National		undertaking the review.	produced providing need, options, costing and timeframe for	1. Initial Constitutional Review Analysis conducted and report	Review	_	Activity 1: Strengthened law-making process through					List activity results and associated actions	PLANNED ACTIVITIES
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Project	64398-				Non-cost	-				Travel	71600 -		Workshop	75700-	Workshop	75700-	- Language Property	Non-cost	Travel	71600-	Consultants	71200-					Description	Budget			PLANNED BUDGET
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\$36,000								Total for 2015	ᇹ
3				-	<u> </u>			Source Docs: BTOR, QPRs	So
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1,800	DPC	TRAC	X UNDP	×	×		consultations 4. Project M&E and Communications		Ċ
					L		reports in a timely manner	apped	•
	Non-cost		UNDP	×		X	key 3. Conduct monitoring mission and submission of mission	È	'n
	Non-cost		X X X X UNDP	×	×	×	2. Develop quarterly and annual reports (Project Manager)	2016	
7	Cost			_				 Completed by Quarter 1, 	. `

Signed by UNDP:

Signed by Parliament of Tuvalu:

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Date: 23/12/15

Date: