



Project Board Meeting

Fiji Access to Justice Project

Tuesday 18 October 2016 at UNDP Offices, Suva, Fiji

Title	Project Board Minutes
Project Name	Fiji Access to Justice Project
Project Description	The Fiji Access to Justice Project will support access to justice for impoverished and vulnerable groups through empowering people to access legal rights and services through the relevant key justice institutions, in conjunction with strengthening those key justice institutions to undertake improved service delivery.
Project Deliverables	<p>Output 1: Enhanced Institutional Capacity of Legal Aid Commission to deliver access to justice for impoverished and vulnerable groups.</p> <p>Output 2: Enhanced Institutional Capacity of Judicial Department and other institutions to deliver access to justice for impoverished and vulnerable groups.</p> <p>Output 3: Strengthened delivery of access to justice services to impoverished and vulnerable groups.</p> <p>Output 4: Strengthened capacity of non-governmental organizations to deliver accompaniment access to justice services for impoverished and vulnerable groups.</p> <p>Output 5: Effective Project Management.</p>
Government Institutions	Judicial Department Legal Aid Commission
Project Period	July 2016 – December 2020
Documents submitted prior to Project Board Meeting	Prior to meeting: Agenda, Terms of Reference for Project Board. Commencement of meeting: Printed copy of Project Document, Project Manager’s PowerPoint presentation, and draft project visibility report.

Introduction and Opening

- The Country Director, UNDP opened the meeting and welcomed the Project Board Members and participants to the first meeting. The Country Director provided an overview of the project governance arrangements and the Project Board terms of reference as outlined in the project document (pages 64 to 65 and Annex 4). Endorsement of the Agenda (refer attached) for the meeting was obtained from the Project Board Members.
- The Chief Justice expressed his appreciation that the project implementation had now commenced and that they are keen to further cooperate, noting the example of the significant

work currently being undertaken on the Pilot for the First Hour Procedure and Video Recorded Interviews and the expected positive outcomes for access to justice.

- The Head of Cooperation, European Union noted that the last time they met (4 July 2016) in this room was to review and endorse the project document and he was pleased to now be present for this inaugural project board meeting.

Project Manager Briefing

- The Project Manager outlined the structure for the report to the Project Board (refer PowerPoint attached) and referred Project Board Members to the Multi-Year Work Plan contained within pages 48 to 63 of the project document, noting that Project Manager’s reports are methodically delivered against the format of Output and Activity.
- Key dates for the commencement of the project:
 - Project Appraisal Committee Meeting for Project Document – 4 July 2016
 - Signatures of Project Document – 7 and 8 July 2016
 - EU Approval for Start Date of Project – 11 July 2016
 - Fiji Government and EU Financial Agreement and Project Launch – 29 August 2016
 - EU and UNDP Delegation Agreement – 5 October 2016
 - Provision of first funding tranche – expected in late October / early November 2016
- Noted that at the 4 July 2016 Meeting the initial priority activities identified for 2016 were:
 - All Outputs: Access to Justice Assessment
 - Outputs 1 & 2: Initial steps for the case management system and conduct of juvenile justice training
 - Output 1: ‘First Hour’ training and monitoring
 - Output 2: Law Reports and Strategic Planning
 - Output 3: Legal Aid Commission Offices equipped and concept developed for Court Information Centres
 - Output 5: Project visibility (launch and promotional materials) and recruit UNDP project team

Current Project Status

2016 AWP Activities	July to October Progress & Next Steps
1.2, 2.2, 4.1: Access to Justice Assessment	<ul style="list-style-type: none"> • Terms of Reference for the Access to Justice Assessment being prepared for review by stakeholders • Discussion has been undertaken with Fiji Government Statistician • Also coordinating with FWRM in relation to separate access to justice for women survey they are undertaking • Expected timeline is award of contract in late 2016 or early 2017 and conduct of the Access to Justice Assessment to commence February 2017 • During this period updates to baseline of quantitative data will be undertaken, for example Legal Aid Commission update 31 August 2016 recently completed
1.1: Legal Aid Commission: IT and case management system	<ul style="list-style-type: none"> • Specifications of the two servers being finalized • Initial scoping for pilot case management system completed, next step is to map all current processes and review, to be coordinated with the Judicial Department mapping

<p>1.2: Legal Aid Commission: Institutional Capacity</p>	<ul style="list-style-type: none"> • Strategic Plan 2016-2020 finalized (support provided under Project REACH), next step is for the design and then launch, the Strategic Plan is consistent with the United Nations Principles and Guidelines on Access to Justice in Criminal Justice Systems • Priorities identified in Strategic Plan are in synergy with the priorities and activities Fiji Access to Justice Project • Draft functional review prepared and will be linked to the baseline organizational capacity assessment • Technical advisory support to be provided for the draft Financial and Human Resource Management Manuals • Pilot of quality monitoring processes to commence with the link through to the legal aid services to be provided under the Pilot for the First Hour Procedure and Video Recorded Interviews, pilot commences on 1 November 2016 • Two attendees (Director and Deputy Director) to be supported to attend the 2nd International Conference on Access to Legal Aid in Criminal Justice Systems in November 2016; potential future link to launch in the Pacific the United Nations Principles and Guidelines on Access to Justice in Criminal Justice Systems • Training Plan being developed for 2017, mid-February expected to be the first activity supported under the project
<p>2.1: Judicial Department: case management system</p>	<ul style="list-style-type: none"> • Initial scoping for pilot case management system completed, next step is to map all current processes and review, coordinate with Legal Aid Commission • Initial analysis of baseline data commenced in relation to 'trial within a trial' linked to expected court efficiency changes based on the Pilot of the First Hour Procedure and Video Recorded Interviews
<p>2.2: Judicial Department: Institutional Capacity</p>	<ul style="list-style-type: none"> • Draft Terms of Reference being prepared for technical advisory for development of Judicial Department Strategic Plan • Support to Juvenile Justice Training, seeking suitable trainer; looking to develop sustainable training package and cross sector implementation
<p>2.3: Judicial Department: Fiji Law Reports</p>	<ul style="list-style-type: none"> • LexisNexis selected through competitive procurement process to produce Fiji Law Reports 2004, 2005, 2006 and 2007. Complete process expected to be finished over six months • In addition Fiji Law Reports 2008 plus one other volume may be completed in this timeframe
<p>2.4: Other Institutions</p>	<ul style="list-style-type: none"> • Human Rights and Anti-Discrimination Commission have themselves completed their Strategic Plan 2016 – 2019 and Corporate Plan 2016 – 2017, discussions on proposed areas of support to be undertaken
<p>3.1: Service Delivery: Legal Aid Commission</p>	<ul style="list-style-type: none"> • Offices for the set up support preliminarily identified as Kadavu, Rotuma, Keyasi and Vunidawa for 2017 onwards
<p>3.2: Service Delivery: Legal Aid Commission</p>	<ul style="list-style-type: none"> • Establishment of Helpline to be 'fast tracked' noting links to delivery of legal advisory services in the Pilot of the First Hour Procedure and Video Recorded Interviews
<p>3.3: Service Delivery: Judicial Department</p>	<ul style="list-style-type: none"> • Concept Note to be developed and agreed for establishment of information centers in Courthouses

4.1: Service Delivery: NGO accompaniment	<ul style="list-style-type: none"> • Commencement of Output 4 linked to Access to Justice Assessment • Initial stages of consultation and networking between Justice Stakeholders and NGOs on issues related to Access to Justice commenced on the topic of the Pilot of the First Hour Procedure and Video Recorded Interviews (18 October 2016)
5.1: Project Management	<ul style="list-style-type: none"> • UNDP project team recruitment processes commenced • Communications and Visibility activity with Project Launch on 29 August – draft visibility report produced for initial review at this meeting • Annual Work Plan (AWP) for 2017 to be considered at this meeting. The AWP for 2017 is as detailed in the project document (pages 48 to 63) with the addition (roll over) of the activities and funds not undertaken or utilized in 2016

Challenges and Constraints

#	Challenges identified by Project Manager	Suggested course of action	Comment and Decision by Project Board
	None identified		

Recommendations and way forward

#	Recommendations by Project Manager	Suggested course of action	Comment and Decision by Project Board
1	From the AWP in the project document at pages 48 to 63, the 2016 and 2017 AWP's have been adjusted with funds not expected to be utilized in 2016 are reprogrammed into 2017. There is still the same total for 2016 + 2017 as in the project document. UNDP financial system AWP: <ul style="list-style-type: none"> • 2016 = USD 648,248 • 2017 = USD 3,785,366 	Approve AWP 2017	The 2017 AWP was approved by the Project Board. However it was noted by UNDP Country Director and EU Head of Cooperation that a 2017 budget of USD 3,785,366 is very ambitious and will need to be monitored by the Project Board at the next meeting. The revision and reductions to the 2016 AWP was agreed.
2	Given the profile and high number of Fijian legal practitioners expected at the Annual Attorney-General's Conference, recommendation for an access to justice session at the 18 th AGs Conference being held 9 and 10 December 2016. Suggested that it would be an appropriate forum to	A proposal be submitted to AG's Office for inclusion of an Access to Justice session at the AG's Conference	Chief Justice noted that this was a decision for the AG. Agreed that Chief Registrar and Director Legal Aid Commission would discuss further with the Solicitor General to ascertain the feasibility of an access to justice session

	<p>further inform the Fijian legal community of the important issues of access to justice in Fiji, including the recent launch of this project and links to the Sustainable Development Goals</p>		
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Provisional Financial Information (USD)

- Project Manager advised that project funds had not yet arrived to UNDP.
- Areas of already completed expenditure that will be utilizing project funds amount to approximately USD 130,000 resulting from the Project Launch on 29 August 2016, the award of the Law Reports contract, and office equipment and salary under Output 5.

Any other business

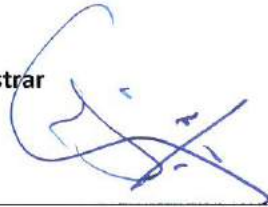
- The Chief Justice discussed the lead up activities and commencement of the Pilot of the First Hour Procedure and Video Recorded Interviews and noted that whilst in addition to ensuring the rights of those who are arrested or detained are upheld, it would also have significant positive impacts across the entire justice sector through the of raising confidence in the rule of law through such transparent processes. Further, there would be increased efficiency in the court processes through the reduction of 'trial within a trail' (*voir dire*) and more pleas of guilty based on confirmed evidence. The Chief Justice also raised the importance of ensuring that the community was aware of such developments in the justice sector, with the Legal Aid Commission noting that such awareness could be immediately incorporated under the REACH Project, which includes the Legal Aid Commission and Ministry of Women, Children and Poverty Alleviation and being implemented by UNDP with funding from the Government of Japan. The EU Head of Cooperation noted that the Pilot of the First Hour Procedure and Video Recorded Interviews involved the Fiji Police Force who were not identified as direct beneficiary institution of this particular project. Following discussion on this issue including the importance of ensuring close coordination across the justice sector, it was agreed that whilst the Fiji Police Force are not direct beneficiaries under this project, there was leeway to associate with the police as it was important that they be kept in the circle and be aware of and linked to key initiatives under this project.
- There as a discussion on the draft visibility report and areas for improvement including the need for the summaries of the press items to more accurately reflect the key points raised in the press items, which were based on the speeches delivered at the project launch. The EU also advised that the draft would need to be reviewed against the agreed guidelines. Agreed that Project Manager to revise document and submit to EU.
- It was also noted that for future Project Board Meetings that all the participants and their roles should be introduced at the commencement of the meeting.

Meeting Closure

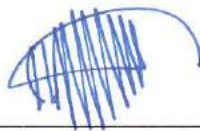
- The UNDP Country Director thanked the Project Board Members and participants for the discussions and closed the meeting.

The Minutes were approved by:

Judicial Department – Chief Registrar



UNDP – Country Director



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Attachments:

1. Agenda
2. Photograph and names of attendees
3. Signature Sheet
4. Communications and Visibility Report (updated version following inputs at the Project Board Meeting)
5. Project Manager's PowerPoint presentation

Attachment 1:



Project Board Meeting

Fiji Access to Justice Project

Tuesday 18 October 2016

UNDP Conference Room, Level 8, Kadavu House, Suva

Agenda

Time	Item	By
14:30 - 14:40	Opening and brief welcome remarks	Chief Justice European Union Country Director UNDP
14:40 - 15:10	Presentation by the Project on progress since signature of Project Document, including current status of previously identified initial priority activities	Project Manager, UNDP
15:10 - 15:40	Discussion on Project progress	All Board Members
15:40 - 15:50	Any other business	All Board members
15:50 - 16:00	Closing remarks	Country Director UNDP

Attachment 2:



Project Board Participants from left to right:

1. Christine Fowler, Programme Manager, UNDP
2. Bakhodir Burkhanov, Country Director and Head of Regional Policy and Programme
3. Hon. Anthony Gates, Chief Justice
4. Christoph Wagner, Head of Co-operation, European Union
5. Yohan Liyanage, Chief Registrar
6. Shahin Rafique Ali, Acting Director, Legal Aid Commission

Project Board Observers:

1. Barbara Pereira, Project Officer, European Union
2. Dyfan Jones, Team Leader, Effective Governance, UNDP
3. Salma Elhagyouisif, Regional Programme and SIDS Engagement Coordinator, UNDP
4. Ruth Verevukivuki, Results Management, UNDP
5. Debra Williams, Finance and Administration Assistant, UNDP



Registration List - Project Board Meeting, Fiji Access to Justice Project, UNDP Conference Room, Level 8, Kadavu House, 18th October 2016

Participant's Name	Male/Female	Organisation	Designation	Email Address	Signature
Penelope Bobbers	F	EU	Project Officer	Penelope.bobbers@ec.europa.eu	BP
CHRISTINA WAGNER	M	EU	HoC		
Ashley GATES	M	Judiciary	CJ	ashleygates@gmail.com	
Yohann L'Orange	M	Subjunctive	Chief Registrar	yohann@hotmail.com	
Shahin Ali	M	LEGAL AID	ACTING DIRECTOR	shahin.ali@legalaid.org.fj	
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Salma ELHajjoui	F	UNDP	Key Prog Coordinator	salma.elhajjoui@undp.org	
Bakhdar burkhan	M	UNDP	Prog Director	bakhdar.burkhan@undp.org	
Dyfan Jones	M	UNDP	EFFICIENT Gov. Team Leader	dyfan.jones@undp.org	
Christine Fowler	F	UNDP	Programme Manager	christine.fowler@undp.org	
Dorina Williams	F	UNDP	Finance Analyst	dorina.williams@undp.org	



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FIJIA2J news

UNDP FIJI ACCESS TO JUSTICE
PROJECT TEAM
September 2016



Report of the signature ceremony and official launch of the Fiji Access to Justice Project
Monday 29 August 2016
Grand Pacific Hotel, Suva
9:30 to 12:00

Number of disseminated messages



1

media advisory by EU Delegation



1

press release by EU Delegation



15

posts on social media (Facebook and Twitter)

Number of published, broadcasted, narrowcasting messages in print, broadcasting and online media



9

messages broadcasted in three local languages by two nationwide major TV & radio companies



10

articles published on two nationwide major printed newspapers



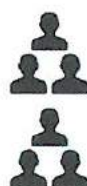
13

online articles covered the event and the messages



63+

participants in the Signature Ceremony



837,000

people in target groups received our messages *



41,000

people reached out worldwide through social media posts

*Total number of people who have access to TV, radio or printed newspapers: Total population of Fiji which was 837,000 by 2007 census

PROJECT'S KEY MESSAGES presented by media

The Fiji Times: Tuesday, August 30, 2016

\$17m funding to enhance justice system

"Access to justice relates to the right of all citizens or rights holders — no matter how poor or disadvantaged — to seek remedies for injustice, not only in law but also in practice. This is a fundamental principle of the rule of law," EU ambassador to Fiji and the Pacific, Andrew Jacobs said.

PACNEWS 3: Monday, August 29, 2016

Fiji and EU have signed a financing agreement for the "Fiji Access to Justice" programme

The Fijian Attorney General, said the launch of the programme was a significant boost to the Government's continuing effort to provide adequate access to justice for as many Fijians as possible. "The European Union shares our vision of providing more Fijians with access to justice and we warmly thank them for their partnership with us", he said.

The Fiji Sun, Tuesday, August 30, 2016

Promoting Greater Access To Justice (the opening address by the Solicitor-General Sharvada Sharma)

"Access to justice is one of the most important pillars of our democracy enshrined under the Fijian Constitution. And the Legal Aid Commission has been at the forefront in "Promoting Greater Access to Justice for all Fijians" to ensure that the marginalised and most vulnerable members of our Fijian community are provided with legal assistance and legal representation throughout Fiji."

The Fiji Times: Tuesday, August 30, 2016

Legal Aid looks to improve service delivery

Chairman of the Legal Aid Commission Board stated that the Legal Aid Commission is committed to continually looking at ways of improving service delivery and promoting greater access to justice for all Fijians ... they would continue to work with their key stakeholders to promote and strengthen partnerships.

The Fiji Times: Monday, August 29, 2016

EU-UNDP partnership acknowledged

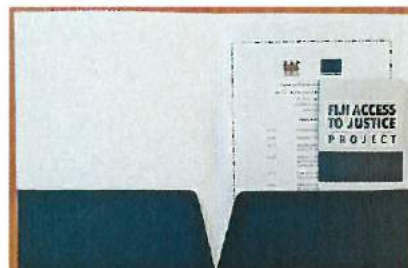
UNITED Nations Development Programme (UNDP) Resident Representative, Osnat Lubrani commended the leadership of the EU to provide significant support, and the project represented yet another strong and very clear indication of the robust partnerships between the Government and people of Fiji, the International Community and the United Nations, to all work together.

VISIBILITY TOOLS

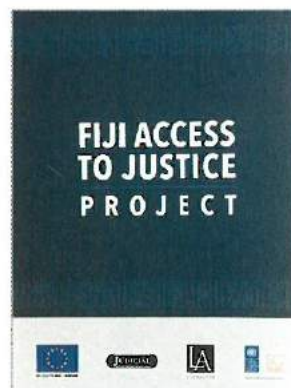
Project brochure



Project folder



Project pull-up banners



- Online folders have been created for internal share between the EU Delegation and UNDP for the project. [Photos from the event](#) and [copies of the media coverage](#) are saved on the folders.

Attachment

- List of the media coverage

LIST OF MEDIA COVERAGE

EU-FIJI SIGNING CEREMONY FOR FIJI ACCESS TO JUSTICE PROJECT Monday 29 August 2016, Grand Pacific Hotel

	Date	Media	Page	Headline
Printed media				
1.	10-09-16	The Fiji Sun	FIJI FOCUS	Govt commended for justice system progress
2.	10-09-16	The Fiji Sun	FIJI FOCUS	Fiji, EU seal \$17m justice programme
3.	10-09-16	The Fiji Sun	FIJI FOCUS	Plans for more Legal Aid offices
4.	10-09-16	The Fiji Sun	FIJI FOCUS	Doka na lotu na kauwai ni Matanitu
5.	10-09-16	The Fiji Sun	FIJI FOCUS	Rawarawa nodra vukei vakalawa na lewe ni vanua
6.	30-08-16	The Fiji Sun	3	Govt Committed To Ensuring Access To Justice, says A-G
7.	30-08-16	The Fiji Sun	22	PROMOTING GREATER ACCESS TO JUSTICE
8.	30-08-16	The Fiji Times	3	\$17 m funding to enhance justice system
9.	30-08-16	The Fiji Times	6	Pressing priority
10.	30-08-16	The Fiji Times	7	EU UNDP partnership
TV & Radio				
1.	29-08-16	FBC Radio (script in English)		Judiciary receives EU assistance (English) iTaukei and Fiji Hindi
2.	29-08-16	FBCTV 7PM NEWS		English, iTaukei, Fiji Hindi
3.	29-08-16	FIJI ONE NEWS		English, iTaukei, Fiji Hindi
Online news				
1.	31-08-16	The Fiji Times ONLINE		NGOs, the bridge between officials and people
2.	30-08-16	Fijivillage.com		AG calls on justice institutions to jealously guard their independence
3.	30-08-16	The Fiji Times ONLINE		More Legal Aid offices
4.	30-08-16	The Fiji Times ONLINE		Legal aid, a foundational right for access to justice
5.	30-08-16	The Fiji Times ONLINE		Chief Justice highlights need for impartial judges
6.	30-08-16	The Fiji Times ONLINE		\$17m funding to enhance justice system
7.	30-08-16	FIJI Sun online		Opinion: Promoting Greater Access To Justice
8.	30-08-16	FIJI Sun online		EDITORIAL : Access To Justice Ensuring That No One Is Left Behind
9.	29-08-16	PACNEWS		Fiji and EU have signed a financing agreement for the "Fiji Access to Justice" programme
10.	29-08-16	The Fiji Times ONLINE		Better access to Fiji justice system
11.	29-08-16	The Fiji Times ONLINE		EU program to ensure Fijians know their rights
12.	29-08-16	The Fiji Times ONLINE		EU-UNDP partnership acknowledged
13.	29-08-16	The Fiji Times ONLINE		Korovou Remand Centre, then, and now

Social Media						
Facebook						
1.	01-09-16	UNDP in the Pacific and PNG	2,494 People Reached		https://www.facebook.com/UNDP.Pacific	
Twitter						
			# of tweet	# of retweet	# of followers	
2.	29-08-16	Fiji One News	1		12k	https://twitter.com/FijiOneNews
3.	29-08-16	Aiyaz Sayed-Khaiyum	1		3,710	https://twitter.com/FijiAG
4.	29-08-16	Andrew Jacobs	2	9	2,512	https://twitter.com/Andrew_JacobsEU
5.	29-08-16	Roderick Drummond	2	4	1,393	https://twitter.com/RoddyDrummond
6.	29-08-16	EU Pacific	2	2	3,007	https://twitter.com/EUPasifika
7.	29-08-16	Osnat Lubrani	1	2	302	https://twitter.com/OsnatLubrani
8.	29-08-16	BakhodirUNDP	2	5	1,701	https://twitter.com/BakhodirUNDP
9.	29-08-16	Dyfan Jones	3	5	953	https://twitter.com/JonesDyfan
10.	29-08-16	tomoko kashiwazaki	2	10	109	https://twitter.com/tomokoUNV
		#FijiA2J	https://twitter.com/search?q=%23FijiA2J&src=typd			
	29-08-16	EU Pacific	1			
	29-08-16	Dyfan Jones	2			
	29-08-16	tomoko kashiwazaki	2			

(23 Sept 2016)

Copies of the media articles are saved on

<https://drive.google.com/open?id=0BOJS5mMR0mIRROZxeTJoMTN6S2M>



**Project Board Meeting
Fiji Access to Justice Project
Tuesday 18 October 2016**

18-Oct-16

Background

- Project Appraisal Committee Meeting for Project Document – 4 Jul 16
- Signatures of Project Document – 7 & 8 Jul 16
- EU approval for Start Date – 11 Jul 16
- Fiji Government & EU Financial Agreement & Launch – 29 Aug 16
- EU & UNDP Delegation Agreement – 5 Oct 16
- Funding on the way

Progress: Initial Priority Activities agreed 4 Jul 16

- ALL OUTPUTS: ACCESS TO JUSTICE ASSESSMENT
- OUTPUTS 1 & 2: INITIAL STEPS FOR THE CASE MANAGEMENT SYSTEMS & CONDUCT OF JUVENILE JUSTICE TRAINING
- OUTPUT 1: 'FIRST HOUR' TRAINING & MONITORING
- OUTPUT 2: LAW REPORTS & STRATEGIC PLANNING
- OUTPUT 3: LAC OFFICES EQUIPPED & CONCEPT DEVELOPED FOR COURT INFORMATION CENTERS
- OUTPUT 5: PROJECT VISIBILITY (LAUNCH & MATERIALS) & RECRUIT THE UNDP PROJECT TEAM

Outputs 1, 2, 3 & 4: Access to Justice Assessment

- Terms of Reference for being prepared for review by stakeholders
- Discussion has been undertaken with Fiji Government Statistician
- Coordination with FWRM in relation to separate survey they are undertaking
- Expected timeline is award of contract in late 16 or early 17 and conduct of Access to Justice Assessment to commence Feb 17
- During this period update to baseline of quantitative data will be undertaken

Output 1 – Legal Aid Commission

- Activity 1.1
 - Specifications for the two servers being finalized
 - Initial scoping for pilot case management system completed, next step is to map all current processes and review, coordinate with Judicial Department
- Activity 1.2
 - Strategic Plan finalized (under Project REACH), next step for design then Launch; consistency with United Nations *Principles and Guidelines on Access to Justice in Criminal Justice Systems*
 - Priorities identified in Strategic Plan in synergy with project over 5 years
 - Draft functional review prepared and linked to organizational capacity assessment

Output 1 – Legal Aid Commission

- Activity 1.2 (contd)
 - Technical advisory support to be provided for Financial and Human Resource Management Manuals
 - Pilot of quality monitoring processes to commence and with link through to legal aid services provided under the First Hour Procedure Pilot
 - Two attendees – 2nd International Conference on Access to Legal Aid in Criminal Justice Systems
 - Training Plan being developed for 2017

Output 3 – Service Delivery

- Activity 3.1
 - Offices for the set up support preliminary identified as Kadavu, Rotuma, Kevasi and Vunidawa for 2017 onwards
- Activity 3.2
 - Establishment of Helpline to be 'fast tracked' noting links to First Hour Procedure
- Activity 3.3
 - Concept Note to be developed and agreed for establishment of information centers in Courthouses

Output 4 – NGOs accompaniment

- Commencement of Output 4 linked Access to Justice Assessment
- Initial stages of consultations and networking between Justice Stakeholders and NGOs / CSOs on issues related to Access to Justice commenced on the topic of the Pilot for the First Hour Procedure and Video Recorded Interviews

Output 5 – Project Management

- Activity 5.1
 - UNDP Team Recruitment – Terms of Reference being developed
 - Project Launch on 29 August – Draft report on visibility produced

Challenges and Constraints

- None identified at this stage

Financial Update

- Expenditure to date approximately USD 130,000 utilized for:
 - Launch on 29 Aug 16
 - Law Reports contract
 - Office equipment under Output 5
- Annual Work Plan (AWP) for 2017: pages 48 to 63 of project document
 - 2016 and 2017 adjusted with funds not expected to be utilized in 2016 are re-programmed to 2017 (but same total for 2016 + 2017 as in project document)
 - UNDP financial system Annual Work Plan
 - 2016 AWP 1 Jul 16 to 31 Dec 16 – USD 648,248.80
 - 2017 AWP 1 Jan 17 to 31 Dec 17 – USD 3,785,366.82
 - Project Board needs to approve the 2017 AWP

Recommendations

- Approval of 2017 Work Plan
- Suggestion for Access to Justice session at AG'S Conference

DISCUSSION