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QUARTERLY PROGRESS REPORT

Country:	JAMAICA		
Reporting period:	June 1 – September 30, 2012		
Project number and title:	00069417 - Justice Undertakings for Social Transformation		
Project Duration:	2012 - 2016		
Implementing Partner:	Ministry of Justice		
Responsible Parties:	MoJ and DOJ		
Overall Project Coordinator:	Justice John McGarry		
Date:	October 8, 2012		
Current year Approved Budget:	US\$518,200		
Current quarter advance:	US\$76,546.58	Current qtr exp:	US\$22,219
Annual expenditure to date:	US\$22,219	Current Year Delivery	4.28%

I. QUARTERLY SUMMARY OF ACTIVITIES

The project officially was initiated on June 6, 2012 with the approval by the JUST Steering Committee of the initial annual work plan for 2012. However the project was unable to report any expenditure for its first four months of operation because the funds for the quarterly work plan covering June 1 to September 30, were not disbursed by UNDP until Friday, September 28, 2012.

Activities for Quarter 3 focused mainly upon establishing the Justice Reform Implementation Unit. This included securing the services of suitably qualified personnel and procuring equipment and furniture for the newly established Unit. Other activities undertaken during this quarter included the development and advertising of Terms of References for the following consultancies:

- Development and implementation of a monitoring and evaluation mechanism for Justice Reform Initiatives,
- Conduct training and development initiatives for the Ministry of Justice Staff,
- Development of a Citizens Scorecard,
- Development of a Strategic Framework Document for the JRIU,
- Development of a Communications Strategy for the Justice Reform programme,
- Review of the role and functions of Justices of the Peace/ Lay Magistrates,
- Review of the Automatic Mediation System in Jamaica.

In addition to the above, the JRIU was tasked with conducting logistical arrangements for several activities to be executed by the Department of Justice, Canada and the Office of the Director of Public Prosecutions.

II. RESOURCES AND EXPENDITURE

RESOURCE & EXPENDITURE REPORT BY DONOR - 2012						
Donor	Responsible Party	Total Budget (US\$)	Programmable Budget (US\$)	Total Advances to IP (US\$)	Total IP Expenditure US\$	Balance PrBdg - Tot Exp (US\$)
CIDA	MOJ	554,473	518,200	76,546.58	13,069.72	63,476.86
Totals:				76,546.58	13,069.72	63,476.86

PROJECT EXPENDITURE FOR REPORTING PERIOD						
Activity	Requested JA\$	Received JA\$	Date Received	Disbursed by IP	Balance JMD\$	
Output 1. Activity Result 1.1.1. Recruitment of 70% of JRIU staff	812,456.86 5,134,282.09	812,456.86 5,134,282.09	22/8/12 28/9/12	812,456.86 1,159,285	0 3,974,997.09	
Output 1.1 Activity Result 1.1.2 Develop/establish Framework Document for the JRIU	160,200	160,200	28/9/12	0	160,200	
Output 1.1 Activity Result 1.1.3 Develop and implement monitoring and evaluation mechanism for JRI	160,200	160,200	28/09/12	0	160,200	
Output 1.1 Activity Result 1.1.7 Conduct training and development interventions for MOJ staff	160,200	160,200	28/9/12	0	160,200	
Output 1.4 Activity Result 1.4.1 Develop Citizens Scorecard	160,200	160,200	28/9/12	0	160,200	
Output 3.1 Activity Result 3.1.2 Preliminary Research for Strategic Framework Document for CMS	133,500	133,500	28/9/12	0	133,500	
Output 3.2 Activity Result 3.2.1 Address Delays in Moving a Case Forward	267,000	267,000	28/9/12	0	267,000	
Output 3.2 Activity Result 3.2.2 Reduction of barriers/delays in commencing court proceedings	453,900	453,900	28/9/12	0	453,900	
Develop and implement communication strategy	160,200	160,200	28/9/12	0	160,200	
Total	7,602,138.95	7,602,138.95		1,971,741.86	5,630,397.09	
Cash in hand @ end of reporting period					5,630,397.09	
Commitments @ end of reporting period					2,089,357.51	

*The United Nations Operational Rate of exchange for the month of September is **JMD\$88.70** to US\$1.00 which was used at the time of processing the request for advance.

III. ACTIVITIES AND ACHIEVED RESULTS

Expected Outputs & Indicators	Activities	Results of Activities	Progress Towards Achieving Outputs
<p>Output 1.1 Justice Reform resources consolidated, stream lined and coordinated</p> <p>Targets:</p> <ul style="list-style-type: none"> • 70% or five (5) of positions in the JRIU filled • 100% of JRIU equipment and office supplies procured • JRIU Framework Document developed • Justice Reform Monitoring and Evaluation Framework developed • Annual training and developmental activities Conducted <p>Indicators:</p> <ul style="list-style-type: none"> • % of positions filled • % of equipment and office supplies procured • JRIU Framework document by -/-/- • Justice Reform Monitoring and Evaluation Framework developed by -/-/- • # of training interventions conducted and % of target group benefited# and type of training and developmental activities completed with officers, directors and managers 	<p>1.1.1 Recruitment of 70% of JRIU</p> <p>1.1.1.2 Action: Contracting of Project Manager.</p> <p>1.1.1.4 Action: Payment of salaries to JRIU Staff</p>	<p>Task completed - the Director, Deputy Director, Project Manager are on staff.</p> <p>Task completed - All salaries for the quarter have been paid</p>	<p>The accomplishment of output 1.1 means that all essential Human resources are now in place to drive the achievement of all project outputs and outcomes.</p>
	<p>1.1.1.5 Action: Acquisition of furniture.</p> <p>1.1.1.6 Action: JRIU assessment need for video-conferencing equipment</p>	<p>Task completed - All furniture for the JRIU has been purchased.</p> <p>Task in progress - All major equipment for the JRIU, except the Teleconferencing equipment has been procured. Bids for the teleconferencing equipment are currently being evaluated by the MoJ Procurement Committee.</p>	<p>All necessary furniture and equipment are in place to facilitate Project staff reaching targets within the specified timeframe.</p>
	<p>1.1.2 Develop/establish Framework Document for the JRIU.</p> <p>1.1.2.1 Action: Develop TOR in consultation with UNDP.</p> <p>1.1.2.2 Action: Advertise for consultancy.</p>	<p>Task completed - The Terms of Reference for this consultancy were approved by the Permanent Secretary on September 10, 2012.</p> <p>Task completed - The Consultancy was advertised on September 16 and 19, 2012. Tender Packages will be opened on October 1, 2012.</p>	<p>This consultancy is expected to be completed by January 31, 2013.</p>
	<p>1.1.2.3 Action: Recruitment process for consultant initiated</p>	<p>Task completed - The recruitment process has been initiated and is expected to be completed by October 16, 2012.</p>	
	<p>1.1.3 Develop and implement monitoring and evaluation mechanisms for Justice Reform Initiatives</p> <p>1.1.3.1 Action: Develop TOR in consultation w/ UNDP</p> <p>1.1.3.2 Action: Advertise for consultancy</p>	<p>Task completed - The Terms of Reference for this consultancy was approved by the Permanent Secretary on September 10, 2012.</p> <p>Task Completed - The</p>	<p>This consultancy is expected to be completed by March 29, 2013.</p>

		<p>Consultancy was advertised on September 16 and 19, 2012. Tender Packages will be opened on October 1, 2012.</p>	
	<p>1.1.7 Conduct training and developmental interventions for MOJ staff.</p> <p>1.1.7.1 Action: Assess costs of likely MOJ training</p> <p>1.1.7.2 Action: Confirm MOJ's priority training needs as in MOJ plan (Director of HR w/ Corporate Planner).</p> <p>1.1.7.3 Action: Develop TOR for Training Provider (MOJ, HR, JRIU in consultation w/ UNDP).</p> <p>1.1.7.4 Action: Advertise for consultancy</p>	<p>Task completed – The assessment was conducted in July 2012 and sent to the JRIU.</p> <p>Task completed – The assessment was conducted in July 2012 and sent to the JRIU.</p> <p>Task completed - The Terms of Reference for this consultancy were approved by the Permanent Secretary on September 10, 2012.</p> <p>Task completed - The Consultancy was advertised on September 16 and 19, 2012. Tender Packages will be opened on October 1, 2012.</p>	<p>This consultancy is expected to be completed by February 15, 2013</p>
<p>Output 1.3 Policy development capacity of the MOJ strengthened (Analyse Policy Development processes and capacity of MOJ)</p> <p>Targets:</p> <ul style="list-style-type: none"> • Preliminary research on Policy process and capacity completed • Draft report commented on by JRIU and relevant MOJ staff • Strategic Policy Vision exercise arrangements commenced <p>Indicators:</p> <ul style="list-style-type: none"> • Preliminary research completed • # of consultation activities facilitated • Strategic Policy Vision exercise arrangements commenced by • Feedback provided on draft report • Preliminary logistical arrangements made 	<p>1.3.1 Preliminary research on policy process and capacity completed.</p> <p>1.3.1.1 Action: -Work with others in MOJ to identify champions for policy development reform.</p> <p>1.3.1.2 Action: JRIU to obtain documentation from Ministry for DoJ</p>	<p>Task deferred - At the request of the Permanent Secretary, the identification of policy development reform champions has been deferred pending a review of the MOJ capacity regarding policy development.</p> <p>Task Completed - JRIU has obtained the relevant documentation from the Ministry of Justice on policy development capacity of MoJ and sent it to the Department of Justice, Canada.</p>	<p>The achievement of Output 1.3 may be delayed depending on the duration of the review process.</p> <p>Although this task has been completed, the overall achievement of Output 1.3 may be delayed due to the review process above.</p>

<p>Output 1.4 Participatory Monitoring processes integrated in Justice reform and modernisation</p> <p>Targets:</p> <ul style="list-style-type: none"> • Citizens Score Card developed • Quarterly stakeholder consultations established <p>Indicators:</p> <ul style="list-style-type: none"> • Baseline of citizens on performance by # of stakeholder consultations held 	<p>1.4.1. Develop Citizens' Scorecard.</p> <p>1.4.1.1 Action: Develop TOR for consultant in consultation with UNDP.</p> <p>1.4.1.2 Action: Advertise for consultancy.</p> <p>1.4.1.3 Action: Recruitment of consultant</p>	<p>Task completed - The Terms of Reference for this consultancy were approved by the Permanent Secretary on September 10, 2012.</p> <p>Task completed - The Consultancy was advertised on September 16 and 19, 2012. Tender Packages will be opened on October 1, 2012.</p> <p>Task completed - The recruitment process has been initiated and is expected to be completed by October 16, 2012.</p>	<p>This consultancy is expected to be completed by January 31, 2013.</p>
<p>Output 2.1 Standards of professional conduct for prosecutors introduced and implemented</p> <p>Targets:</p> <ul style="list-style-type: none"> • Meetings and consultations with prosecutors/other officials arranged 	<p>2.1.2 Facilitate meetings and consultations on standards of professional conduct for prosecutors.</p> <p>2.1.2.1 Action: Develop consultatively list of stakeholders to be consulted</p>	<p>Task in Progress - The Standards for Professional Conduct of Prosecutors have been sent to the Director of Public Prosecutions (DPP) for review. The DoJ has undertaken to obtain the review directly from the DPP.</p> <p>The targeted meetings and consultations were not held in Quarter 3 and will have to be pushed back to January 2013.</p>	<p>The Director of Public Prosecutions indicated that her Office would not be able to focus its efforts on tasks associated with the JRIU work plan until October 2012 at the earliest. Therefore, the completion of activities that depend upon the ODPP will be delayed until Quarter 4. Every effort will be made to get these activities back on schedule before the end of the year, so that the Project will be back on schedule by the beginning of 2013.</p>
<p>Output 2.4 Human Resources protocols and strategies developed for ODPP</p> <p>Target:</p> <ul style="list-style-type: none"> • Draft report of review completed <p>Indicator:</p> <ul style="list-style-type: none"> • Feedback provided on draft report 	<p>2.4.1 Review of the organisational structure & deployment of HR in ODPP.</p> <p>2.4.1.2 Action: Obtain work-plan and mission schedule for review of ODPP</p> <p>Unplanned Mission to Canada</p>	<p>Task Outstanding - The DOJ has not yet reviewed the organisational structure of the Office of the Director of Public Prosecution (ODPP) and deployment of Human Resources within the ODPP and as such no work-plan or mission schedule has been developed.</p> <p>On July 13, 2012 and August 16, 2012 the Director for the Justice reform Implementation Unit attended meetings in Ottawa and Brampton to</p>	<p>The Director of Public Prosecutions indicated that her Office would not be able to focus its efforts on tasks associated with the JRIU work plan until October 2012 at the earliest. Therefore, the completion of activities that depend upon the ODPP will be delayed until Quarter 4. Every effort will be made to get these activities back on schedule before the end of the year, so that the Project will be back on schedule by the beginning of 2013.</p> <p>This mission assisted in ensuring that the mission from Canada to Jamaica was executed efficiently and yielded maximum benefit to</p>

		provide current information on the progress of the JRIU, the Court Structure in Jamaica and make logistical arrangements for an observation and fact finding mission to Jamaica by Canadian experts from September 23-28, 2012.	the project output activities and hence the outcome.
<p>Output 3.1 Court management and governance strategies developed and implemented</p> <p><u>Targets:</u></p> <ul style="list-style-type: none"> • Information/Documentation provided • List of partners developed • Consultations facilitated <p><u>Indicators:</u></p> <ul style="list-style-type: none"> • Information/documentation provided • List of partners developed • # of consultations facilitated 	<p>3.1.2 Preliminary research for strategic framework document for Court Management Services (CMS).</p> <p>3.1.2.1 Action: Provide DOJ with any further existing documentation related to the structure of the CMS.</p> <p>3.1.2.2 Action: Provide list of partners to DOJ.</p> <p>3.1.2.3 Action: Facilitate consultation between DOJ and Strategic Framework working Group</p>	<p>Task Completed – All documents have been sent to the Department of Justice, Canada.</p> <p>Task in Progress – More information has been requested from the Department of Justice Canada in order to complete this activity.</p> <p>Task in progress – A list of participants was sent to the JRIU by the CMS, however the Permanent Secretary of the Ministry of Justice has asked that this activity be halted pending an assessment of the CMS.</p>	<p>Until the Department of Justice responds to the request for more information this task cannot be completed.</p> <p>The achievement of Output 3.1 may be delayed depending upon the duration of the assessment process.</p> <p>This activity will be moved to the Quarter 1 2013.</p>
<p>Output 3.2 Measures undertaken to improve the efficiency of the Court System</p> <p><u>Target:</u></p> <ul style="list-style-type: none"> • Information/documentation on recent efforts at decriminalisation/reduction in Jamaica provided • Information/documentation Justices of the Peace provided • Information/documentation Jamaica's mediation system provided • Meetings and consultation 	<p>3.2.1 Address delays in moving a case forward.</p> <p>3.2.1.1 Action: Identify information requirement and sources on current and recent efforts at decriminalisation/reduction in Jamaica.</p> <p>3.2.1.2 Action: Provide information to the DOJ on current and recent efforts at decriminalisation /reduction in Jamaica.</p>	<p>Task In progress – Department of Justice, Canada is to respond to queries from the JRIU regarding Decriminalisation /reduction efforts.</p>	<p>Until the queries are answered by the Department of Justice, the JRIU cannot generate the appropriate information in order to complete this task.</p>

<p>arranged</p> <ul style="list-style-type: none"> Information on the Court processes provided <p><u>Indicators:</u></p> <ul style="list-style-type: none"> Information on recent efforts at decriminalisation/reduction in Jamaica provided Information/documentation Justices of the Peace provided 	<p>3.2.2 Reduction of barriers/delays in commencing court proceedings</p> <p>3.2.2.1 Action: Source information on current role of JPs.</p> <p>3.2.2.2 Action: Provide information to the DOJ</p> <p>3.2.2.3 Action: Source information/documentation on the current mediation system operated in Jamaica</p> <p>3.2.2.4 Action: Provide information on mediation operated in Jamaica to the DOJ</p> <p>3.2.2.5 Action: Draft TOR for mediation consultant</p> <p>3.2.2.6 Action: Advertisement of consultancy.</p> <p>3.2.2.7 Action: Draft TOR for JP consultant.</p> <p>3.2.2.8 Action: Advertisement of consultancy</p>	<p>Task completed – The information was collated on September 7, 2012.</p> <p>Task completed – the information was provided to the DOJ representative based in the JRIU on September 18, 2012.</p> <p>Task completed – The information was gathered on September 18, 2012 and provided to the DOJ representative based in the JRIU.</p> <p>Task completed – The information was provided to the DOJ representative based in the JRIU on September 19, 2012.</p> <p>Task Completed - The Terms of Reference for this consultancy was approved by the Permanent Secretary on September 10, 2012.</p> <p>Task Completed - The Consultancy was advertised on September 16 and 19, 2012. Tender Packages will be opened on October 1, 2012.</p> <p>Task Completed - The Terms of Reference for this consultancy was approved by the Permanent Secretary on September 10, 2012.</p> <p>Task Completed - The Consultancy was advertised on September 16 and 19, 2012. Tender Packages will be opened on October 1, 2012.</p>	<p>This task was achieved ahead of schedule. The task was originally due to be achieved in the 4th quarter.</p> <p>This task was achieved ahead of schedule. The task was originally due to be achieved in the 4th quarter.</p> <p>This task was achieved ahead of schedule. The task was originally due to be achieved in the 4th quarter.</p> <p>This consultancy is expected to be completed by December 31, 2012.</p> <p>This consultancy is expected to be completed by December 31, 2012.</p>
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	<p>3.2.3 Review of criminal Case Management System</p> <p>3.2.3.1 Action: Provide a list to DOJ of working group of judges, courts administrators & prosecutors.</p>	<p>Task in progress – The DPP has named prosecutors to serve on working group, the Chief Justice has also intimated members of the judiciary that will serve. The JRIU is awaiting their confirmation letters.</p>	
<p>Output: Communication Strategy developed for justice reform implementation</p> <p><u>Targets:</u></p> <ul style="list-style-type: none"> • Sensitisation material developed and circulated <p>Communication Strategy developed Implementation of communication strategy</p>	<p>Develop & implement communication strategy.</p> <p>Action: Provide information on the JUST programme and JRIU to MoJ's JEU</p> <p>Action: Define target group or audience.</p> <p>Action: Develop public sensitisation materials for Justice Sector target group</p> <p>Action: Develop TOR for communications consultant.</p> <p>Action: Advertise communications consultancy.</p>	<p>Task completed</p> <p>Task completed – The target groups have been defined</p> <p>Task completed - Campaign messages for the first phase of the communication Strategy, which is to be executed by the Ministry of Justice's Justice Education Unit, have been defined. A graphic artist has been procured and work has begun on the development of the public education materials</p> <p>Task Completed - The Terms of Reference for this consultancy were approved by the Permanent Secretary on September 10, 2012.</p> <p>Task Completed - The Consultancy was advertised on September 16 and 19, 2012. Tender Packages will be opened on October 1, 2012.</p>	<p>This task was achieved ahead of schedule. The task was originally due to be achieved in the 4th quarter.</p> <p>This task was achieved ahead of schedule. The task was originally due to be achieved in the 4th quarter.</p> <p>The implementation of the communication strategy will increase the awareness and knowledge level of Ministry of Justice staff members, clients and court users regarding the Justice Reform Programme. This will facilitate:</p> <ul style="list-style-type: none"> -Increased co-operation from members of the target groups; - All Ministry of Justice staff being able to speak knowledgably about the reform process; -An environment that is conducive to the changes being brought about by the Justice Reform Programme.

	Action: Select Consultant	Task in Progress – The Procurement Division has initiated the sale of procurement packages. The deadline for return of the Tender Packages is October 1, 2012	

IV. IMPLEMENTATION CONSTRAINTS, RISKS AND LESSONS LEARNT

Implementation Constraints	Significance	Response/Action
<p>Activities that depend upon the Office of the Director of Public Prosecutions in order to be completed were not achieved in this quarter. The Director of Public Prosecutions indicated in July that the Department would not be able to focus its efforts on tasks associated with the JRIU work plan until October 2012. However, these tasks are pre-requisites for other activities being completed, as such, the JRIU will make every effort to execute the activities on time.</p> <p>In August 2012 a new Permanent Secretary was appointed to the Ministry of Justice. As a result some planned activities were deferred or halted.</p>	Medium	The Programme implementation team has continued to work on activities that will facilitate the successful execution of all activities that depend upon the Director of Public Prosecutions. This was done in an effort to expedite the achievement of deliverables once the Director of Public Prosecutions is ready to commence working with the JRIU on the Justice Undertakings for Social Transformation (JUST) Programme.
Risks		Response/Action
Public pressure and political expediency lead government to ad hoc prioritization of justice reforms.	Low	This Risk has remained stable as the JRIU has worked with the Ministry of Justice to ensure that the planned strategic activities remain a priority.
Requests for assistance from Jamaican partners for “urgent” or unrelated actions draw resources away from the implementation plan	Low	
Change of political directorate leads to lessened support for JUST programme	Low	The political directorate of Jamaica changed in December 2012, however the support for the JUST Programme has not lessened as it is a part of the strategic focus of the Ministry of Justice.
Breakdown in relationships among key justice sector officials stymie the pace and effectiveness of project implementation	Low	Every effort has been made maintain the working relationship between key Justice Sector stakeholders. At this time there is only a minimal risk of relationships breaking down.
Limited absorption capacity of Jamaican public institutions may preclude expected development results	Low	This risk has not impacted the JUST programme during the reporting period.
Resistance of public officials and professional interest to change thereby inhibiting effectiveness of programme activities	Low	<p>The JRIU has commenced implementation of an internal communication strategy to inform key stakeholders about the JUST programme and its expected outcomes.</p> <p>At this time, this risk is very minimal to the project as the JUST has received the full support of all Ministry and Justice Sector stakeholders.</p>

Delay in recruitment of Project Team members	None	All JRIU personnel were hired by the end of the Third Quarter.
Unstable security situation may impede on delivery of the programme	Low	No security risks were experienced during the reporting period
Natural disasters may impede or curtail JUST activities	Medium	The Hurricane season for the Caribbean region started in June and will continue until December 2012. Activities will be planned strategically so that they are not impacted greatly by any natural disasters.
Duplicative efforts by donors may lead to counterproductive or contradictory recommendations and actions for justice reform.	Low	The JRIU has been working closely with the Planning Institute of Jamaica (PIOJ) to ensure that the Ministry of Justice is an integral part of any activity being implemented by other donor agencies. As such the Ministry of Justice through the JRIU will ensure that there are no duplication of efforts and all donor partners work collaboratively under the JUST programme.
The JUST project becomes isolated from and/ or tangential to the ongoing operations of the Ministry of Justice and the sector generally	Low	The JUST programme has a significant role to play in the achievement of justice reform and is thus a major platform on which the national reform agenda is canvassed by the Ministry of Justice and beneficiaries of the programme.
New Risk - Moving forward there may be modifications to the design of the JUST Programme in order to accommodate requests from the new Permanent Secretary. This will cause the execution of some activities to be deferred to a later time in the life of the Project.	Medium	The modification of the design of the Programme may result in some delay in the execution of activities previously planned; the deferment of these will not have a negative or adverse impact on the outcomes of the JUST Programme.
<p>LESSONS LEARNT:</p> <ol style="list-style-type: none"> 1. There is need for the inclusion of a regularly scheduled briefing meeting within the Annual Work Plan of the JRIU. The purpose of this meeting would be to keep Heads of Departments within the Ministry of Justice who are beneficiaries of the JUST Programme abreast of implementation process and activities. 2. A comprehensive orientation/monitoring programme should be initiated for key JUST Programme staff to facilitate a clear understanding by each staff member of the overall Programme, the status of targets and the role of staff in achieving each outcome. As at the end of the Third Quarter this process had started. <p>The execution of the activities above will assist in reducing the risk of programme activities being deferred or delayed.</p>		

Expected Outputs (including indicators and annual targets)	Planned Activities List activity results and associated actions	Timeframe			Responsible Party	Planned Budgets		
		Oct	Nov	Dec		Source of Funds	Budget Description	Amount
<p>Output 1.1 Justice Reform resources consolidated, streamlined and coordinated</p> <p><u>Targets:</u></p> <ul style="list-style-type: none"> • 70% or five (5) positions in the JRIU maintained. • 100% of JRIU equipment and office supplies procured. • JRIU Framework Document developed. • Justice Reform Monitoring and Evaluation Framework developed. • Annual training and developmental activities Conducted. <p><u>Indicators:</u></p> <ul style="list-style-type: none"> • % of positions filled • % of equipment and office supplies procured • Status of JRIU Framework document • Status of Justice Reform Monitoring 	<p>1.1.1 Payment of Salaries to JRIU staff and procurement of JRIU office equipment and supplies</p>							
	<p>1.1.1.4 Action: Payment of salaries to JRIU Staff</p>	X	X	X	MOJ	CIDA	71400 Service Contract - Individual	86,981.28
	<p>Action: Quarterly Programme Monitoring Report submitted to UNDP for evaluation</p>			X	MOJ/JRIU	CIDA		0.00
	<p>Action: Execute planning meeting for Justice Reform Implementation</p>	x			JRIU	CIDA	75700 Training, Workshops, Conferences	\$180.00
	<p>1.1.1.5 Action: Procure equipment and Office Supplies.</p>			X	MOJ	CIDA	72200 Equipment & Furniture	\$2,238.39
	<p>1.1.2 Develop/establish Framework Document for the JRIU</p>							
	<p>1.1.2.3 Action: Consultant Recruited</p>	x			MOJ	CIDA	71300 Local Consultants	\$1,650.00
	<p>1.1.2.4 Action: Identify key stakeholders</p>	x			JRIU	CIDA		

and Evaluation Framework document • # of training interventions conducted and % of target group benefited • # and type of training and developmental activities completed with officers, directors and managers	1.1.2.5 Action: Consultations with key stakeholder	x	JRIU	CIDA	75500 Training, Workshops, Conferences	\$3,000.00	
	1.1.3 Develop and implement monitoring and evaluation mechanisms for Justice Reform Initiatives						
	1.1.3.3 Action: Consultant Recruited	x	JRIU/ UNDP	CIDA	71300 Local Consultants	\$3,000.00	
	1.1.3.4 Action: Develop Framework for monitoring, evaluation and tracking progress of justice reform initiatives	x	JRIU		71300 Local Consultants	\$5,000.00	
1.1.7 Conduct training and developmental interventions for MOJ staff							
	1.1.7.5 Action: Select training provider	x	JRIU/UNDP		71300 Local Consultants	\$5,000.00	
	1.1.7.6 Action: Conduct training for 2012/13	x	JRIU (MOJ)	CIDA	75700 Training, Workshops, Conferences	\$2,500.00	
	1.1.7.7 Action: Develop feedback form for training/developmental interventions	x	JRIU (MOJ)	CIDA		0.00	
	1.1.7.8 Action: Conduct interim assessment of intervention	x	JRIU (MOJ)	CIDA	71300 Local Consultants	\$5,000.00	
	1.1.7.9 Action : Identify training and developmental needs and target group/personnel for 2013/14	x	JRIU/ MOJ	CIDA	0.00	\$0.00	
Output 1.4 Participatory	1.4.1. Develop Citizens Scorecard						

Monitoring processes integrated in Justice reform and modernisation <u>Targets:</u> <ul style="list-style-type: none"> Citizens Score Card developed Quarterly stakeholder consultations established <u>Indicators:</u> <ul style="list-style-type: none"> Baseline of citizens on performance by # of stakeholder consultations held 	1.4.1.2 Action: Advertise for Consultant through Limited Tender Process	X								\$0.00	
	1.4.1.3 Action: Recruit Consultant		X						71300 Local Consultants	\$1,650.00	
	1.4.2 Consultations on Justice Reform										
	1.4.2.1 Action: : Identify critical stakeholder groups to be consulted		X		JRIU				CIDA		0.00
	1.4.2.1 Action: Identify resource personnel to develop format and facilitate consultations	X			JRIU				CIDA		0.00
Output 2.1 Standards of professional conduct for prosecutors introduced and implemented <u>Targets:</u> <ul style="list-style-type: none"> Meetings and consultations with prosecutors/other officials arranged 	2.1.2 Facilitate meetings and consultations on standards of professional conduct for prosecutors										
	2.1.2.1 Action: Develop list of stakeholders to be consulted.		X		JRIU				CIDA		0.00
	2.4.1 Review of the original structure & deployment of HR in ODPP										
Output 2.4 Human Resources protocols and strategies developed. <u>Target:</u> <ul style="list-style-type: none"> Draft report of review completed <u>Indicator:</u> <ul style="list-style-type: none"> Feedback provided on draft report 	2.4.1.1 Action: Facilitate & coordinate consultations, meetings & access to office of ODPP	X	X		JRIU (MOJ)				CIDA	75700 Training, Workshops, Conferences	\$2,500.00
	2.4.1.2 Action: Obtain work plan and mission schedule for review of ODPP			X		JRIU (MOJ)				CIDA	

	Action: Mission to Canada to arrange missions to Jamaica to review the ODPP	x		JRIU (MOJ)	CIDA		\$1,117.00
Output 3.1 Court management and governance strategies developed and implemented							
3.1.2 Preliminary Research for development of a Strategic Framework Document for the CMS							
	3.1.2.2 Action: Provide list of partners to DOJ.	x		JRIU (MOJ)	CIDA		0.00
	3.1.2.3 Action: Facilitate consultations between DOJ and Strategic Framework working group	x		JRIU (MOJ)	CIDA		\$0.00 (funds were disbursed in the Third Quarter)
Output 3.2 Measures undertaken to improve the efficiency of the Court System							
3.2.1 Address delays in moving a case forward							
Target: <ul style="list-style-type: none"> Information/documentation on recent efforts at decriminalisation/reduction in Jamaica provided Information/documentation of Justices of the Peace provided Information/documentation of Jamaica's mediation system provided Meetings and consultation arranged Information on the Court processes provided 	3.2.1.1 Action: Identify information requirement and sources on current and recent efforts at decriminalisation/reduction in Jamaica		x	JRIU (MOJ)	CIDA		0.00
	3.2.1.2 Action: Provide information to the DOJ on current and recent efforts at decriminalisation /reduction in Jamaica		x	JRIU (MOJ)	CIDA	71600 Travel 72500 Supplies	0.00
3.2.2 Address underlying causes of case volume							
	3.2.2.1 Activity: Terms of Reference for consultancy advertised – Criminal Law Expert		x	JRIU (MOJ)	CIDA	74200 Audio-visual and Print Production Costs	\$500.00

<p>Indicators:</p> <ul style="list-style-type: none"> Information on recent efforts at decriminalisation/reduction in Jamaica provided Information /documentation Justices of the Peace provided 	<p>3.2.2.2 Activity: Terms of Reference for consultancy advertised – Facilitator to work with DOJ team on priority list.</p>	<p>X</p>	<p>JRIU (MOJ)</p>	<p>CIDA</p>	<p>74200 Audio-visual and Print Production Costs</p>	<p>\$500.00</p>
<p>3.2.3 Reduction of barriers/delays in commencing court proceedings</p>						
<p>3.2.3.4 Action: Advertise for Consultant through Limited Tender Process</p>						
	<p>X</p>	<p>X</p>				
<p>3.2.2.5 Action: Engagement of local consultant to review the automatic mediation system in Jamaica and make recommendations to improve the efficiency of the system in diverting cases from the courts.</p>						
		<p>X</p>	<p>JRIU (MOJ)</p>	<p>CIDA</p>	<p>71300 Local Consultants</p>	<p>\$2,900.00</p>
<p>3.2.2.6 Action: Engagement of local consultant to review the role of Justices of the Peace in Jamaica and make recommendations re expansion of their functions as Lay Magistrates</p>						
	<p>X</p>	<p>X</p>	<p>MOJ/JRIU</p>	<p>CIDA</p>	<p>71300 Local Consultants</p>	<p>\$2,200.00</p>
<p>3.2.3 Review of criminal Case Management System</p>						
<p>3.2.3.1 Action: Provide a list to DOJ of working group of judges, courts administrators & prosecutors</p>						
	<p>X</p>		<p>JRIU (MOJ)</p>	<p>CIDA</p>		<p>0.00</p>
<p>3.2.3.1 Action: Provide information and documentation on the current criminal case management system</p>						
		<p>X</p>	<p>JRIU</p>	<p>CIDA</p>	<p>72500 Supplies</p>	<p>\$1,500.00</p>
<p>Output: Communication Strategy</p>						
<p>Develop & implement communication strategy</p>						

developed for justice reform implementation <u>Targets:</u> <ul style="list-style-type: none"> • Sensitisation material developed and circulated • Communication Strategy developed 	Action: Develop public sensitisation documents and brochures (for MOJ Staff and stakeholders)	x	x	JRIU (MOJ)	CIDA		\$1,929.06
	Action: Advertise for Consultant through Limited Tender Process	x					0.00
	Action: Select consultant to develop Communication Strategy		x	JRIU (MOJ)	CIDA		0.00
	Action: Develop Communication Strategy		x	JRIU/UNDP	CIDA	71300 Local	\$1,650.00
Output: Consultancy Bids Evaluated <u>Targets:</u> <ul style="list-style-type: none"> • Evaluation of proposals for consultancies to be executed in the 2012 work plan completed. • Consultancies approved by the procurement Committee of the Ministry of Justice. 	Action: Consultancy Evaluation Committee meeting	x	x	JRIU/UNDP	CIDA	75700 Training, Workshops, Conferences	\$100.00
TOTAL							\$131095.73

V. ACTIVITIES (QUARTER 4 OCTOBER 2012 – DECEMBER 2012)

Risk

The following activities which were previously scheduled to be executed in the Fourth Quarter (October – December 2012) have been moved to the First Quarter of 2013.

1. These delays stem from the Risk stated for the execution of the Third Quarter work plan where the Office of the Director of Public Prosecutions had indicated that they could not focus on the Standards for Professional Conduct during the time scheduled under the project.
 - **2.1.2.2 Action:** Make logistical arrangements for consultations with prosecutors to obtain input for the development of Standards of Conduct.
 - **2.1.2.3 Action:** Make required logistical arrangements for consultation/meetings with prosecutors and other officials to refine Standards of Professional Conduct (Validation)
2. These activities have been deferred by the Permanent Secretary pending an assessment of the Ministry of Justice's policy process and capacity.
 - **1.3.1.1 Action:** -Work with others in MOJ to identify champions for policy development reform.
 - **1.3.1.3 Action:** Facilitate the conduct of meetings/interviews with critical MOJ staff and critical stakeholders in the GOJ
 - **1.3.1.4 Action:** Provide commentary on draft report on the policy development capacity of the MOJ
 - **1.3.1.5 Action:** Disseminate draft report to relevant staff of MoJ.
 - **1.3.1.6 Action:** Collate and transmit feedback to DoJ
3. In assessing the time available for recruiting the consultant and conducting the preliminary indicator gathering it was estimated that there would not be enough time to execute the following activities.
 - **1.4.1.4 Action:** Conduct preliminary indicator gathering
 - **1.4.1.5 Action:** Conduct preliminary consultations with key stakeholder groups.
 - **1.4.1.6 Action:** Develop consultation document/draft

Project Management:	Prepared by: <u><i>[Signature]</i></u>	Date: <u>8/11/2012</u>
	Approved by: <u><i>[Signature]</i></u>	Date: <u>8/11/2012</u>

UNDP Resource Persons:	Programme Advisor – Ms. Sonia Gill, Governance
	Programme Analyst – Mrs. Itziar Gonzalez, Governance

Received 08/11/2012
[Signature]

EXCEPTION REPORT

ACTIVITIES EXECUTED THAT WERE NOT APPROVED ON THE THIRD QUARTER WORK PLAN

Mission to Ottawa and Brampton Canada

On July 13, 2012 and August 16, 2012 the Director of the Justice Reform Implementation Unit attended meetings in Ottawa and Brampton, while already in Canada, to provide Justice Canada and members of the Federal Judicial Affairs and two Superior Court judges with current information on the progress of the Just Programme, the Court Management Service (CMS) and make logistical arrangements for an observation and fact finding mission planned by the Office of the Commissioner of Federal Judicial Affairs to Jamaica (as sub-contractors of the Department of Justice Canada) for Canadian experts who were identified by the Federal Judicial Affairs to visit Jamaica from September 23-28, 2012.

Result

This mission assisted in ensuring that the September 2012 mission from Canada to Jamaica was executed efficiently and yielded maximum benefit to the project output activities.

Total Expenditure

\$99,429.57 or USD\$1,117.00, was the total cost of the meetings by the JRIU Director. This amount covered airfare for travel within Canada.

Please find attached memorandum from the Director, Justice Reform Implementation Unit requesting reimbursement. Also attached is a memorandum for reimbursement to Justice John McGarry from Mrs. Kathlene Arnold, Senior Director for the Criminal and Civil Justice Administration Unit, which has been approved for payment by the Permanent Secretary of the Ministry of Justice. Also attached are all substantiating documents in the possession of the Ministry of Justice.

The total approved for expenditure during the Third Quarter was six million seven hundred and eighty nine thousand six hundred and eighty two dollars and nine cents (\$6,789,682.09), therefore, the expenditure tolerance of ten percent (10%) for the Third Quarter was not exceeded with the execution of this activity.

Logistical arrangements for the Canadian Department of Justice Mission to Jamaica to assess the operations of the Court Management Services.

All logistical arrangements for this Mission were conducted by the Deputy Director, Justice Reform Implementation Unit under the direction of the Permanent Secretary, Ministry of Justice. The decision was taken to conduct all the logistical arrangements for the Mission because the Department of Justice Field Director had arrived in the island only the week before and needed assistance in contacting the relevant persons to organise meetings and tours. The Mission was held from September 23-28, 2012.

Result

The Mission was successfully executed; participants were able to meet with all relevant Government of Jamaica officials, tour the court system and gather relevant data to inform the work they are expected to deliver under the Programme.

Total Expenditure

The Justice Reform Implementation Unit did not incur any cost from the execution of this activity. All expenses were paid by the Department of Justice, Canada.



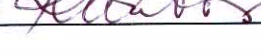
PROJECT SAVINGS

The Programme was able to save a total of five hundred and eighty six thousand and thirty seven dollars (\$586,037.00) for the advertising of the seven (7) consultancies, see listed below:

- Development of a Framework Document for the JRIU;
- Development of a monitoring and evaluation mechanisms for Justice Reform Initiatives;
- Design and conduct of training and developmental interventions for MOJ staff;
- Development of a Citizens’ Scorecard;
- Development & implementation of a communication strategy;
- Engagement of a local consultant to review the automatic mediation system in Jamaica and make recommendations to improve the efficiency of the system in diverting cases from the courts; and
- Engagement of a local consultant to review the role of Justices of the Peace in Jamaica and make recommendations re expansion of their functions as Lay Magistrates.

The initial budgeted amount of one hundred and sixty thousand dollars (\$160,200.00) with a cumulative value of one million one hundred and twenty one thousand four hundred dollars (\$1,121,400.00) for all seven (7) consultancies was representative of the market value for the placing of Tender advertisements. However, the JRIU was able to save the five hundred and eighty six thousand and thirty seven dollars (\$586,037.00) by placing the advertisements through the Jamaica Information Service because the agency is given concessionary rates when they place advertisements with commercial media houses.

In addition, four hundred and forty five thousand dollars (\$445,000.00) budgeted for the execution of activity 3.2.2.4 to “Provide information on mediation operated in Jamaica to the DOJ” was saved because the Justice Reform Implementation Unit was able to obtain the documentation free of cost.

Project Management:  Prepared by:  Date: 8/11/2012
Approved by:  Date: 8/11/2012

ASSET INVENTORY



JAMAICA

Project Title: Justice Undertakings for Social Transformation
 Award Number:
 Project Number:
 Date of Report: 08-Oct-12

S/N	Country Code	Business Unit	Item Description	Make & Model	Asset Profile 1 - Vehicles (Not Applicable)		Asset Profile 2 - Furniture		Tag Number	Date acquired	Value	Custodian	Remarks
					Quantity	Location	Quantity	Location					
1	JAM10	B0512	Furniture or Fixture	Boss CareSoft HIBKExe Chair		1	Director's Office - JRIU	1	MOJ/JRIU/05A/011	12-Apr-12	\$17,920.00	MOJ	Functional
2	JAM10	B0512	Furniture or Fixture	Boss CareSoft HIBKExe Chair Black - Office Chair		1	Deputy Director's Office - JRIU	1	MOJ/JRIU/05A/010	12-Apr-12	\$17,920.00	MOJ	Functional
3	JAM10	B0512	Furniture or Fixture	Boss CareSoft HIBKExe Chair Black - Office Chair		1	CIDA Consultant's Office - JRIU	1	MOJ/JRIU/05A/012	12-Apr-12	\$17,920.00	MOJ	Functional
4	JAM10	B0512	Furniture or Fixture	Boss CareSoft HIBKExe Chair Black - Office Chair		1	Department of Justice Representative - JRIU	1	MOJ/JRIU/05A/013	12-Apr-12	\$17,920.00	MOJ	Functional
5	JAM10	B0512	Furniture or Fixture	Guest Chair		2	Director's Office - JRIU	2	Chair 1: MOJ/JRIU/05D/027, Chair 2: MOJ/JRIU/05D/028	12-Apr-12	\$29,354.00	MOJ	Functional
6	JAM10	B0512	Furniture or Fixture	Guest Chair		2	Deputy Director's Office - JRIU	2	Chair 1: MOJ/JRIU/05D/025, Chair 2: MOJ/JRIU/05D/026	12-Apr-12	\$29,354.00	MOJ	Functional
7	JAM10	B0512	Furniture or Fixture	Guest Chair		2	Department of Justice Representative - JRIU	2	MOJ/JRIU/50/035, MOJ/JRIU/50/029	14-Sep-12	\$16,569.00	MOJ	Functional
8	JAM10	B0512	Furniture or Fixture	Boss Side Chair Black - Guest Chair		1	CIDA Consultant's Office - JRIU	1	MOJ/JRIU/5D/035	14-Sep-12	\$8,284.5	MOJ	Functional
9	JAM10	B0512	Furniture or Fixture	Boss Side Chair Black - Guest Chair		1	CIDA Monitoring/Coordinator's Office - Legal Dept	1	MOJ/JRIU/05D/045	14-Sep-12	\$8,284.5	MOJ	Functional
10	JAM10	B0512	Furniture or Fixture	Boss Chrome Frame Side Chair Black - Guest Chair		4	Meeting Room - JRIU	4	Chair 1: MOJ/JRIU/5D/031, Chair 2: MOJ/JRIU/5D/032, Chair 3: MOJ/JRIU/5D/033, Chair 4: MOJ/JRIU/5D/034	10-Apr-12	\$33,200.00	MOJ	Functional
11	JAM10	B0512	Furniture or Fixture	Maestro Supertech L - Type Desk 1500x1200 - Work Station desks w/ Pedestals		4	JRIU	4	Desk 1: MOJ/JRIU/04B/027, 2 Draw Pedestal; MOJ/JRIU/01B/022, Desk 2: MOJ/JRIU/04B/028, Desk 3: MOJ/JRIU/04B/029, 2 Draw Pedestal; MOJ/JRIU/01B/024, Desk 4: MOJ/JRIU/04B/030, 2 Draw Pedestal; MOJ/JRIU/01B/025	31-May-12	\$238,264.00	MOJ	Functional
12	JAM10	B0512	Furniture or Fixture	Image 600x1200 Black Panel w/Glass		2	Work Station - JRIU	2	Item Not Tagged	31-May-12	\$19,800.00	MOJ	Functional
13	JAM10	B0512	Furniture or Fixture	Image 1000x1200 Black Panel w/Glass		4	Work Station - JRIU	4	Item Not Tagged	31-May-12	\$55,000.00	MOJ	Functional
14	JAM10	B0512	Furniture or Fixture	Image 1200 X-Connector		1	Work Station - JRIU	1	Item Not Tagged	31-May-12	\$2,005.00	MOJ	Functional
15	JAM10	B0512	Furniture or Fixture	Image 1200 End Cover		4	Work Station - JRIU	4	Item Not Tagged	31-May-12	\$8,020.00	MOJ	Functional
16	JAM10	B0512	Furniture or Fixture	Boss Ratchet Ht Bk Adjustable Chair w/arms - Work Station Chairs		4	JRIU	4	Chair 1: MOJ/JRIU/05C/005, Chair 2: MOJ/JRIU/05C/006, Chair 3: MOJ/JRIU/05C/007, Chair 4: MOJ/JRIU/05C/008	10-Apr-12	\$22,090.00	MOJ	Functional
17	JAM10	B0512	Furniture or Fixture	Boss Ht Bk Adjustable Chair w/arms/Work Station Chair		1	CIDA Monitoring/Coordinator's Office - Legal Dept	1	MOJ/JRIU/05C/018	10-Apr-12	\$22,090.00	MOJ	Functional
18	JAM10	B0512	Furniture or Fixture	Boss Ht Bk Adjustable Chair w/arms Work Station Chair		1	Administrative Assistant - JRIU	1	MOJ/JRIU/05C/004	10-Apr-12	\$22,090.00	MOJ	Functional
19		B0512	Furniture or Fixture	2 Sealer Lobby Chair w/Table (706) Black		1	JRIU Lobby	1	MOJ/JRIU/36A/001	12-Apr-12	\$47,030.00	MOJ	Functional
20	JAM10	B0512	Furniture or Fixture	Supertech L - Type Desk 1600x1200 (Work Desk w/ Pedestal)		1	Director's Office - JRIU	1	Desk: MOJ/JRIU/04A/026, 3 Draw Pedestal; MOJ/JRIU/01A/011	10-Apr-12	\$79,400.00	MOJ	Functional
21	JAM10	B0512	Furniture or Fixture	Supertech L - Type Desk 1600x1200 (Work Desk w/ Pedestal)		1	Deputy Director's Office - JRIU	1	MOJ/JRIU/04A/025	10-Apr-12	\$79,400.00	MOJ	Functional

22	JAM10	B0512	Furniture or Fixture	Supertech L - Type Desk 1600x1200 (Work Desk w/ Pedestal)	1	CIDA Consultant's Office - JRIU	Desk: MOJ.JRIU.04B.031 MOJ.JRIU.01B.026	31-May-12	\$59,239.00	MOJ	Functional
23	JAM10	B0512	Furniture or Fixture	Supertech L - Type Desk 1600x1200 (Work Desk w/ Pedestal)	1	Department of Justice Representative -JRIU	MOJ.JRIU.04B.032 Desk: MOJ.JRIU.04B.023.2 Draw Pedestal: MOJ.JRIU.01B.020	31-May-12	\$59,239.00	MOJ	Functional
24	JAM10	B0512	Furniture or Fixture	Supertech L - Type Desk 1600x1200 (Work Desk w/ Pedestal & Screen)	1	Administrative Assistant - JRIU	Desk:MOJ.JRIU.04C.024.2 Draw Pedestal: MOJ.JRIU.01B.021	31-May-12	\$67,924.00	MOJ	Functional
25	JAM10	B0512	Furniture or Fixture	Boss 42" Round Conference Table	1	JRIU Meeting Room	MOJ.JRIU.24A.006	12-Apr-12	\$21,500.00	MOJ	Functional
26	JAM10	B0512	Furniture or Fixture	Filling Cabinet	1	Director's Office -JRIU	MOJ.JRIU.02A.029	12-Apr-12	\$21,500.00	MOJ	Functional
27	JAM10	B0512	Furniture or Fixture	Filling Cabinet	1	Deputy Director's Office - JRIU	MOJ.JRIU.02A.028	12-Apr-12	\$21,500.00	MOJ	Functional
28	JAM10	B0512	Furniture or Fixture	Filling Cabinet	2	CIDA Consultants' Office - JRIU	MOJ.JRIU.02A.033 MOJ.JRIU.02A.034	12-Apr-12	\$43,000.00	MOJ	Functional
29	JAM10	B0512	Furniture or Fixture	Filling Cabinet	1	Department of Justice Representative -JRIU	MOJ.JRIU.02A.035	12-Apr-12	\$21,500.00	MOJ	Functional
30	JAM10	B0512	Furniture or Fixture	Filling Cabinet	3	JRIU	Cabinet 1: MOJ.JRIU.02A.030, Cabinet 2:MOJ.JRIU.02A.031, Cabinet 3: MOJ.JRIU.02A.032	12-Apr-12	\$64,500.00	MOJ	Functional
31	JAM10	B0512	Furniture or Fixture	Filling Cabinet	1	JRIU - Meeting Room	MOJ.JRIU.39A.001	31-May-12	\$28,800.00	MOJ	Functional
32	JAM10	B0512	Furniture or Fixture	Image 5-shelf cupboard w/upper glass doors & lower solid doors - grey	1	JRIU	MOJ.JRIU.39A.002	14-Sep-12	\$28,800.00	MOJ	Functional
33	JAM10	B0512	Furniture or Fixture	Image 5-shelf cupboard w/upper glass doors & lower solid doors - grey	1	JRIU	MOJ.JRIU.39A.001	31-May-12	\$28,800.00	MOJ	Functional
34	JAM10	B0512	Furniture or Fixture	22x22 Oak Coloured End Table (Generic Brand)	1	JRIU Meeting Room	MOJ.JRIU.24E.001	14-Sep-12	\$7,841.70	MOJ	Functional
35	JAM10	B0512	Furniture or Fixture	White Board	1	JRIU	MOJ.JRIU.40A.001	14-Sep-12		MOJ	Functional
Asset Profile 3 - Electrical											
36	JAM10	B0512	Electrical Equip. or Computer	Printer/Copier/Fax - Xerox WC7120 Shredder - GBC Shred Master SC170	1	JRIU	MOJ.JRIU.20A.002	31-May-12	Donated by CIDA	MOJ	Functional
37	JAM10	B0512	Electrical Equip. or Computer	System Unit 38Y7N5T1 Monitor CN-02H2VM-64180-219-1R1VU /Key Board CN-01TF2Y-71616- 232-07RX-A00 / Mouse CN- 09PRRC7-47751-232-00FL	1	JRIU	MOJ.JRIU.27A.003	31-May-12	Donated by CIDA	MOJ	Not Functional
38	JAM10	B0512	Electrical Equip. or Computer	System Unit 38FFN5T1 Monitor CN- 02HYM-64180-1C1-17YL /Key Board CN-01HF2Y-71616-236- 05DY-A00 / Mouse CN-09PRRC7- 47751-232-001Y	1	CIDA Consultant's Office - JRIU	GPU:MOJ.JRIU.07A.030, Monitor: MOJ.JRIU.06A.029, Key Board: MOJ.JRIU.08A.030	19-Jun-12	\$68,265.19	MOJ	Functional
39	JAM10	B0512	Electrical Equip. or Computer	System Unit 38O9NS11Monitor CN- 02H2VM-64180- 2191SCU/keyboard CN-01TF2Y- 71616-232-07G3-A00/Mouse CN- 09PRRC7-44751-232-00U	1	Department of Justice Representative -JRIU	GPU:MOJ.JRIU.07A.031, Monitor: MOJ.JRIU.06A.030, Key Board: Item Not Tagged	19-Jun-12	\$68,265.19	MOJ	Functional
40	JAM10	B0512	Electrical Equip. or Computer	System Unit 2888NS11Monitor CN- 02H2VM-64180-1C1-79RU /Key Board CN-01HF2Y-71616-232- 001S-A00 /Mouse CN-09PRRC7- 44751-231-14KR	1	Project Manager - JRIU	GPU: MOJ.JRIU.07A.029, Monitor: MOJ.JRIU.06A.028, Key Board: MOJ.JRIU.08A.029	19-Jun-12	\$68,265.19	MOJ	Functional
41	JAM10	B0512	Electrical Equip. or Computer	System Unit 2888NS11Monitor CN- 02H2VM-64180-1C1-79RU /Key Board CN-01HF2Y-71616-232- 001S-A00 /Mouse CN-09PRRC7- 44751-231-14KR	1	CIDA Monitoring/Coordinator's Office - Legal Dept	GPU:MOJ.JRIU.07A.044, Monitor:MOJ.JRIU.06A.046, Key Board: MOJ.JRIU.08A.045	19-Jun-12	\$68,265.19	MOJ	Functional
Asset Profile 4 - Heavy Machinery (Not Applicable)											
Asset Profile 5 - Non Capitalized Items											
42	JAM10	B0512	Other (less than 1,000 \$)	Sparco - 11" x 10.75" x 14.25" - 3 Tier(s) - Steel - Black/Desk Tray	1	Director's Office - JRIU	MOJ.JRIU.12A.014	12-Apr-12	\$900.00	MOJ	Functional

43	JAM10	B0512	Other (less than 1,000 \$)	Spartco - 11" x 10.75" x 14.25" - 3 Tier(s) - Steel - BlackDesk Tray	1	Deputy Director's Office - JRIU	MOJ.JRIU.12A.013	12-Apr-12	\$900.00	MOJ	Functional
44	JAM10	B0512	Other (less than 1,000 \$)	Spartco - 11" x 10.75" x 14.25" - 3 Tier(s) - Steel - BlackDesk Tray	1	CIDA Consultant's Office - JRIU	MOJ.JRIU.12A.019	12-Apr-12	\$900.00	MOJ	Functional
45	JAM10	B0512	Other (less than 1,000 \$)	Spartco - 11" x 10.75" x 14.25" - 3 Tier(s) - Steel - BlackDesk Tray	1	Department of Justice Representative - JRIU	MOJ.JRIU.12A.021	12-Apr-12	\$900.00	MOJ	Functional
46	JAM10	B0512	Other (less than 1,000 \$)	Rubbermaid Commercial Products Front Load Desk Trays with Risers, Legal Size, 2box - Desk Black Desk Tray	1	Project Manager - JRIU	MOJ.JRIU.12A.016	12-Apr-12	\$420.00	MOJ	Functional
47	JAM10	B0512	Other (less than 1,000 \$)	Rubbermaid Commercial Products Front Load Desk Trays with Risers, Legal Size, 2box - Desk Black Desk Tray	1	Administrative Assistant - JRIU	MOJ.JRIU.12A.012 Tray 1: MOJ.JRIU.12A.015, Tray 2: MOJ.JRIU.12A.017, Tray 3: MOJ.JRIU.12A.018, Tray 4: No Tag Found	12-Apr-12	\$420.00	MOJ	Functional
48	JAM10	B0512	Other (less than 1,000 \$)	Rubbermaid Commercial Products Front Load Desk Trays with Risers, Legal Size, 2box - Desk Black Desk Tray	4	JRIU		12-Apr-12	\$2,100.00	MOJ	Functional

Project Manager


Ms. Massha Grant

Date and Signature

8/1/12 

Programme Officer

Date and Signature

8/1/2012 

Assistant
Deputy Resident Representative

Date and Signature



