

United Nations Development Programme
Country: Kyrgyzstan
Project Document

Project Title: Kyrgyz Republic Election Support Project

UNDAF Outcome(s): Good governance reforms and practices institutionalized at all levels by Government, civil society organizations and the private sector toward poverty reduction, protection of rights, sustainable human development

Expected CP Outcome(s): Transparent and democratic elections with broadly accepted results are conducted in accordance with international standards

Expected Output(s):

Output 1: National Electoral Institutions and processes strengthened in accordance with international standards

Output 2: Increased and inclusive participation in electoral process

Output 3: Enabling a peaceful and secure environment for elections

Responsible Parties: Kyrgyz Republic Government, Central Election Commission, Civil Society Organizations

Brief Description

UNDP has drafted this project document to support the Kyrgyz authorities with technical assistance aimed at conducting democratic and transparent elections, following an explicit request from the Provisional Government.

The main goal of the project is to ensure that the conduct of the upcoming quintessential October 10th parliamentary election and subsequent presidential elections scheduled at the latest by October 2011 and possible 2011 local elections, is in conformity with the national electoral legislation and in line with the internationally recognized electoral standards and norms to ensure the conduct of free, fair, peaceful and recurrent elections. The project fosters the restoration of public confidence in the electoral process following the April 7th and June 2010 events.

The project envisions broad participation of a wide number of actors, such civil society, political parties, mass media, candidates, observers and other actors of the electoral process in the Kyrgyz Republic by building relevant capacities of the above mentioned actors and enhancing public's awareness of the election related processes.

Project duration: 26 months from the date of inception.

Programme Period: 26 months
Key Result Area (Strategic Plan): Democratic Governance

Atlas Award ID:	00075340
Start date:	May 2010
End date:	Jul. 2012
PAC Meeting Date	12 May 2010
Management Arrangements	DIM

Total resources required: **8,096,685.72 USD**

Total allocated resources:

- Regular UNDP TRAC: 400,000 USD
- Other (expected):
 - EU: 1.45 million EURO
 - Austria: 250,000 EURO
 - Germany: 200,000 EURO
 - DFID: 100,000 USD
 - Japan: 1 million USD
 - BCPR: 500,000 USD

Unfunded budget:

Agreed by UNDP:

Resident Representative

Name: Mr. Neal Walker

Date: 2/9/2010

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I. Situation Analysis

1.1 Political Context

Kyrgyzstan has struggled to install and maintain a lasting democracy since independence in 1991. Repeated election cycles have been criticized by OSCE/ODIHR Observer Missions and other electoral observer mission as failing to meet international best practices for democratic elections. Most recently, the Parliamentary Elections of 2007 and the Presidential Elections of 2009 were found to be lacking in several respects. As regulations were being changed and procedures ignored, sometimes at the last minute. This has led to increased public dissatisfaction with the process and its results.

In early April 2010, a series of public protests against economic and fiscal measures introduced by the government under President Bakiyev, culminated in violent confrontations in Bishkek on April 7 and resulted in the deaths of at least 84 persons, including police and protesters, and the destruction of several major government buildings. The president fled the capital and subsequently left the country, submitting his resignation.

Power was assumed by a Provisional Government mainly comprised of leaders from the political opposition and civil society. They quickly dissolved the Parliament (*Jogorku Kenesh*) and disbanded the Constitutional Court, which had been seen as too compliant to the wishes of both previous presidents of the Kyrgyz Republic. With the declared intention of setting the country on the path to true and lasting democracy, the Provisional Government announced its intention to prepare a new Constitution which would revise the balance of power in favor of a parliamentary government rather than the prior Presidential system.

Following the April events the country has been shaken by a series of destabilizing events. Starting on 10 June a series of violent clashes between Kyrgyz and Uzbek groups in Osh and Jalal-Abad resulted in a high number of casualties and displaced citizens in the south of Kyrgyzstan and neighbouring country Uzbekistan, leading to widespread concerns about the stability of the country as a whole.

In this very difficult context a new Constitution was discussed, finalized and presented for approval through a referendum on 27 June. Ninety percent of the voters endorsed the new constitution. The OSCE limited referendum observation mission commended in its preliminary conclusions the authorities of the Kyrgyz Republic for succeeding in creating the necessary conditions for the conduct of a peaceful constitutional referendum in spite of the challenging circumstances. All in all there was a high turnout (72%), even in the South more than 50 % turned out, indicating citizen's resilience and desire of stability.

Now all attention is focused on the parliamentary election, tentatively scheduled for 10 October 2010 one of, if not the single most important election in Kyrgyzstan's young history as an independent state. New and older political parties are scheduled to actively participate and compete in the election. An effective, inclusive, free and fair election taking place in a secure and peaceful environment will be essential for Kyrgyzstan's stability and development.

Furthermore, Presidential and possibly local elections are scheduled to take place in 2011. These elections will also be a crucial step on the road to stability of Kyrgyzstan. If local elections indeed take place in the spring of 2011, it may be a milestone for the country as the people will perhaps elect the heads of local administration for the first time. The presidential elections will also be an

important milestone, officially marking the end of the transition period. Therefore, assuring that these three upcoming crucial elections are credible, inclusive and above all, safe is of utmost importance. In order to achieve this, all of the key stakeholders in Kyrgyzstan will require maximum support.

To increase public confidence in the transition process and the elections, the Provisional Government asked the United Nations, in particular the UNDP Country Office located in Bishkek, to take the lead in providing and coordinating technical assistance to a newly-composed Central Election Commission (CEC) that would organize the voting and electoral process. The new CEC is composed of eight members nominated by political parties, and seven persons, including the Chairman, nominated by civil society. Few of the CEC Members have participated in organizing elections in the past, and they recognize the need for assistance.

There is considerable goodwill towards this transition process and the efforts towards stabilizing the country from the International Community, which has indicated its readiness to provide humanitarian, financial and technical assistance to this transition and preventing conflict to escalate. This Project will build on that shared desire to assist the country; other donors and organizations have made clear their desire to participate in a coordinated process to ensure that waste and duplication are avoided.

1.2 Economic Situation

The economic situation remains unstable with some major negative trends in the previous and current year. This results from the global financial and economic crisis and the events of April 2010. The Global HDR-2009, indicates that Kyrgyzstan dropped to 120th place in the Human Development Index. In the Corruption Perceptions Index 2009, published by Transparency International, Kyrgyzstan was ranked 162nd.

General poverty levels in 2008 fell to 31,7 % and the most vulnerable segments of the population are currently facing real hardship. It is anticipated that poverty and food insecurity are likely to increase, aggravating already inadequate nutrition with adverse consequences for health, especially of mothers and children. One in three people face food insecurity and one in five faces severe food insecurity. Child nutrition statistics are also of concern according to UNICEF.

In 2009 the GDP growth, which is based on agriculture, construction, and service sector indicators, was 2.8%, less than in 2008 the volume of production in the industrial sector shrank by 21.5 %. A strong monetary and credit policy helped drastically reduce inflation rates from 25% in 2008 to deflation of 0.1% in 2009. However, the very high negative trade balance has widened, approaching \$ 1.6 billion. The country has a large shadow (informal) economy, up to 60 percent of the GDP according to the various estimations. Although overall inflation was low in 2009, sharp price increases the year before and ongoing inflation in food and energy prices threaten to push many back into poverty. The events of 7 April 2010, along with the ongoing unfavourable global economic conjuncture, will have a direct negative effect on the economic and social situation in the country, whose economy remains stagnant.

By the end of 2010, according to the most optimistic forecasts by some local experts, the GDP growth will stand at only 2-3 percent, while the inflation rate will increase by 15-20%. The budget deficit will increase significantly, which can only be financed with external aid. Such a situation will inevitably affect the citizens' living standards and level of the poverty in the country.

1.3 Electoral Administration and Key Stakeholders

Central Election Commission (CEC)

On April 21 of 2010, the Provisional Government issued Decree No. 19, which established the composition of the Central Election Commission (CEC) for the period of the Referendum and Early

Parliamentary elections. The CEC is responsible for the preparation and conduct of referenda and elections and has full technical, administrative and financial authority to supervise or execute all activities linked with the voting process. In accordance with the existing Election Code of the Kyrgyz Republic, all state bodies are obliged to provide all necessary assistance that the CEC may request to facilitate the conduct of referenda and elections in accordance with the national electoral legislation.

On the technical level, the CEC is also charged to conduct the voter registration; to manage the registry and establish the voters' lists; to develop proposals for delimitation of voting boundaries to ensure equitable geographic distribution of voting precincts; oversee nomination and registration process of candidates; to receive candidacies; to determine the specifications for electoral documents and materiel; to oversee the proper conduct of the electoral campaign; to accredit domestic and international observers; to inform and sensitize the public about electoral operations; to establish territorial and precinct level election commissions which are temporary and are only valid for the duration of any given elections (45 days prior to the voting day in the case of territorial elections commissions and 30 days for precinct); to train officials of polling stations; to ensure the correctness of the vote and counting; and, after collecting and centralizing the Protocols of the counting, to proceed to proclamation of the provisional results.

The CEC is officially composed of fifteen persons, of whom eight are nominated by a political party, and seven nominated by agreement among civil society organizations. In addition, there is provision in the above decree of the Kyrgyz Interim Government providing for up to six International Members of the CEC with Advisory (non-voting) functions. The Chairman of the CEC was chosen from among those persons nominated by civil society. The CEC also includes representatives from some of the main ethnic minorities.

As mentioned, only a few of the CEC members have electoral management experience. In addition there is a CEC Secretariat (apparatus), which functions on a permanent basis and is composed of some 40 technical staff in charge of everyday routine administrative and operational operations of the CEC. A big number of this staff has only recently joined the CEC and therefore lacks experience. The CEC is a collegial body, and as such, decisions on election related matters are adopted by open vote with simple majority. In a case where votes are distributed equally, vote of the Chair shall be deemed as prevailing and decisive.

The CEC also draws on resources of the central and local government administrations in carrying out its responsibilities. Logistic operations by the CEC rely on a combination of government resources (district warehouse and administrative officials) and rented vehicles to ensure distribution of electoral materials. Understandably, the credibility of this system depends in large measure on the credibility of the officials and contractors involved.

To carry out its mandate, the CEC is assisted by two City Election Commissions for Bishkek and Osh, and seven Oblast (province) Election Commissions (Chui, Talas, Ysyk-Kul, Jalal-Abad, Naryn, Osh, and Batken). These commissions function on a permanent basis regardless of whether there are elections happening or not. There are also 44 Rayon (district) and 12 Town Commissions, and approximately 2,300 local Precinct Election Commissions (PEC, or polling stations) that are established only for the duration of any given election. Higher-level commissions approve the composition of respective lower-level commissions; each has to have at least seven members in order to be functional and can have up to 12 or 13 members as stipulated by the current Election Code. There can be no more than 2500 voters per each polling station as stated by law.

Members representing political parties as well as state and municipal workers should not exceed one-third of commission members each, with the remainder appointed from nominations made by so-called 'groups of voters' (or Public Associations). In addition, overseas polling stations are to be established at Embassies and Consulates to permit voting by registered members of the Kyrgyz emigrant community, notably in the Russian Federation. With regard to voting conducted in Russia and neighboring Kazakhstan, mobile polling stations can be also established in some

large markets of these countries to allow more Kyrgyz labor migrants cast their vote on the Election Day.

Voter registration

Voter registration remains one of the most significant problems of the Kyrgyz electoral process. Due to the outdated system of citizen registration (the so-called “propiska”) which is used to compile voter lists, internal and external migrants are often disenfranchised. When they move in search of work to other parts of Kyrgyzstan and further afield, their names remain on voter lists at home, while making it impossible to register in their new abodes. This not only deprives them of their right to vote but also means that voter lists are artificially inflated. While it is difficult to give an exact figure, some estimates are that in a country of 2.7 million officially registered voters, between 500,000-1,000,000 voters do not actually live in the places where they are registered.

Therefore, what is needed to improve voter registration system is not only a quick-fix update, but rather a comprehensive revision of the entire system. This requires first, an open and inclusive debate of all the stakeholders with participation of voter registration experts, and second, a significant amount of time to implement. It is not realistic to conduct such large-scale revision in the three months leading up to the parliamentary elections. Therefore, the project will aim to start this process as soon as the parliamentary elections are over and aim to fully implement the new system in time for presidential elections at the end of 2011. Local elections, if and when they take place, will offer a good opportunity to conduct pilot-testing of the new system.

It is very important to note that in order to implement these changes, some laws will have to be changed by the new parliament. Therefore, the success of this component will ultimately depend on the political will of the stakeholders to tackle this issue. While the project will provide technical assistance and advice the lawmakers and other stakeholders in this process, the ultimate decision whether and how to change voter registration will rest with the Kyrgyz authorities.

Electoral legislation

Current electoral code was adopted in 2007 after the adoption of 2007 constitution. Without a parliament in function and given the very tight timeframe for the Parliamentary elections, it has been decided to use the 2007 code even though it was made for another constitutional context. However it is expected that some amendments will be made to the code through Decrees of the Provisional Government. However, senior government officials have already indicated that they intend to update the electoral legislation soon after the parliamentary elections. This process needs to include all the key stakeholders and assistance of domestic and international experts will be crucial.

Electronic transmission of results

The CEC has for a number of years relied on a computer system known as *Gas SHAILOO* to transmit and calculate voting results from Precincts to the Central level. This system was subject to severe criticism in recent elections for a lack of transparency, as voters and observers could not track results through the system suspecting that they were being changed enroute. In addition, its central servers were not under CEC control, but were located in the Government Offices in the “Bishkek White House.” The violence of 07 April 2010 included the sacking of the White House and destruction of this main server for the *Gas SHAILOO* system. The new Chairman of the CEC has made it clear that henceforth the server will be located at CEC offices and under CEC control; he also desires to upgrade and rename the system (which is based on a Russian system now several years out of date) to increase efficiency of the system and enhance voter confidence in the election results.

Other stakeholders

Electoral dispute settlement mechanisms are also not sufficiently developed. The courts and judges that are dealing with the complaints are often not aware of some of the basic provisions of the electoral administration, particularly in the regions. Furthermore, many lack experience having been appointed only after the recent events. Therefore, a comprehensive training, developed in close cooperation with the Ministry of Justice, will be crucial to assure their competence.

Civil society organizations and political parties will also play a crucial role, both as actors as well as observers of the electoral process. Civil society has traditionally been an active participant, particularly in voter education and as independent observers and are poised to play that role again. Political parties are the key actors, considering the electoral system of Kyrgyzstan (proportional representation, closed party lists, only parties have the right to nominate candidates) and will also need assistance to fill their role.

Security will be of major concern and therefore assistance to the law-enforcement officials will be of utmost importance. Finally, media although much more free than under the previous regime, is still lacking knowledge to accurately report on the electoral process and will likewise require support.

1.4 Lessons learned from the June 2010 Referendum

As already mentioned, despite the extremely difficult environment and a very short time-frame for preparing the referendum, the CEC managed to organize a relatively successful process. Some of the key lessons learned:

- A high turn out was achieved thanks to opening and staffing all polling stations around the country and the efforts to enfranchise internally displaced voters.
- Voting proceeded in general orderly, although voters were not always checked for invisible ink, an important safeguard against multiple voting
- Counting and tabulation were assessed less positively, with commissions at times not being aware of procedures or not respecting them. Adoption of instructions on the transfer of election materials and results by PECs to DEC, and on the tabulation procedures at DEC should be considered in order to ensure uniformity.
- Last minute decrees amending the electoral code could not properly be implemented by election committees as often they were not familiar with those or were confused by the multiplicity of those amendments. Modification of the electoral code should best happen before the electoral campaign starts.
- Electoral code needs to be revised to respond better to international standards. It is impossible to do this in a significant way before the parliamentary elections as the time frame is too short but it should be envisaged after the parliamentary elections.
- Need for a stronger communication policy and tools of the CEC to strengthen transparency and visibility of its work and eventually trust in the electoral processes.

a. Previous Assistance

UNDP provided support to the Government of the Kyrgyz Republic to contribute to the consolidation of good governance and democratic practices in the Kyrgyz Republic by providing effective strategic and other support to the 2004-2005 elections processes with the aim of promoting sustainable and effective institutional capacity to achieve recurring free and fair elections. The total budget of the project was USD 200,000.00. The project duration was 30 months. From the beginning of the previous project the Kyrgyz Republic experienced two political crises: the first in March 2005 and the second in April 2010.

b. International Electoral Support

The Organization for Security and Co-operation in Europe (OSCE), through its independent office for Democratic Institutions and Human Rights, has been conducting an international observer mission for the Referendum and will normally do the same for the other elections. Beyond this the OSCE intends to provide some support for the parliamentary elections such as voter education through TV spots and an Instructions guide for electoral commissions. The European Commission beyond its support to this project is also with the Venice Commission providing legal advice on the electoral code reform. The International Foundation for Electoral Systems (IFES) will through USAID support, and in collaboration with UNDP support the training of electoral commission staff for the parliamentary elections. The National Democratic Institute (NDI) will be supporting one of the two big networks in domestic observation and is together with International Republican Institute (IRI) working with political parties on issues such as platform building. However, it should be noted that all of these programs have limited funds and in order to make them truly effective country-wide they will require additional assistance.

The UNDP is chairing a weekly coordination meeting on electoral assistance and has compiled a table with all electoral assistance that is being provided or planned, something which is regularly been updated. It is so actively strengthening cooperation amongst international technical electoral providers. Overall, all election-assistance programs in the country are coordinating and cooperating effectively.

c. Electoral Calendar

In the wake of the violent events of 7 April 2010, which led to the flight and subsequent resignation of President Bakiev, power was assumed by a Provisional Government, which dismissed the Parliament that had been elected in 2007. To establish their legitimacy and restore the country on a path to representative democracy after the perceived excesses of the presidential system under Mr. Bakiev, the Provisional Government indicated its determination to shift the country's political system away from the one dominated by the president and more towards a parliamentary democracy. Public discussion of the draft constitution took place in May. This new Constitution has been approved through the June 27 referendum.

The country is now proceeding with the preparation of the Parliamentary Elections and will establish a new legislative body, from which the new Government would emerge. The Parliamentary Elections have been tentatively set for 10 October 2010. There has been a decision to hold presidential elections under the revised Constitution in late 2011. Elections to bodies of local self-governance will possibly be organized in 2011.

Following the change of Government in early April 2010, the Deputy Head of the Provisional Government responsible for the Constitution and Elections wrote a letter requesting the UN to "take the lead" in providing assistance to the Referendum and Parliamentary Elections. In response to this request, the Under Secretary General of the United Nations, in his role as Focal Point for Electoral Activities, dispatched the Director of the Electoral Assistance Division to ascertain appropriate roles that the UN might play in the transition. At the same time, the UNDP Bureau for Development Policy recruited an Electoral Expert from the Roster maintained by UNEAD as a consultant to be dispatched to Bishkek to help the UNDP Country Office prepare an Elections Support Project. Their visits coincided with visits by the Special Representative of the Secretary General, and included extensive contacts with officials of the Provisional Government, the newly installed Central Election Commission (CEC), Civil Society leaders, and bilateral and multilateral international partners. A mission of the EC-UNDP Joint Task force, complemented with an advisor of the UNDP's Bureau for Crises Prevention and Recovery took place from 12 to 17 July to update the project document to reflect the new situation.

During both missions all stakeholders agreed that a successful transition to stable democracy requires rapid adoption of a new, democratic Constitution, which has been delivered effectively in June, and peaceful elections for a new Parliament. For all stakeholders of the country, holding transparent, credible and inclusive elections is indispensable. The eagerness of political parties

and Civil Society organizations to appoint representatives to the CEC and the effective organization and high turnout of the referendum are indicative of their strong desire to participate in a constructive manner in the transition.

Finally, establishment of the present Project is justified by 1) the exceptional situation in Kyrgyzstan, the strong will of the Kyrgyz to install a new more democratic system to govern the country and the will to reform their electoral systems to reflect international standards and best practices; 2) the need to mobilize the necessary financial and material resources, in light of the current economic crisis and consequent budgetary shortfall in Kyrgyzstan; 3) the need for capacity-building within the CEC and all other levels of electoral commissions, and 4) the need for a solid campaign of civic education and sensitization, to ensure strong participation by voters in the elections; 5) the need to have all tools in place to mitigate conflict and ensure a secure and peaceful election.

II. STRATEGY

The intervention strategy of the electoral support project is part of the framework of UNDP's global objective to support inclusive participative democratic governance through consolidation of peace by the establishment of democratically elected institutions.

Specifically, it aims to assist Kyrgyz citizens, notably women, youth and those affected by poverty, to exercise their rights and accomplish their civic duties for the choice of their representatives in national elected offices. The Project also aims to develop an institutional memory that will permit improvement, through local capacity-building and provision of appropriate tools, of current and future electoral processes in the Kyrgyz Republic.

The project is envisioned to last for two years and include the support for the upcoming parliamentary elections (October 2010), potential local elections (spring 2011) and presidential elections tentatively scheduled for the end of 2011. However, it should be noted that considering the importance and proximity of the parliamentary elections, primary focus of the activities outlined below will be to support this particular electoral process.

The Project is built around three outputs:

Output 1: National Electoral Institutions and processes strengthened in accordance with international standards

- Institutional and operational support to the CEC
 - Technical advice and support
 - Support to the logistics operations of the CEC and its subsidiary bodies
- Electoral material and logistics
 - Procurement of electoral materials
- Capacity development in the short and long-term
 - Training of the CEC and its subsidiary bodies
 - Training of other actors/stakeholders (government officials, national observers, political parties, media and civil society)
- Post-electoral operations and electoral consolidation
 - Development of an electoral resource and information center
 - Organization of evaluation workshops after the parliamentary elections, to develop planning for future elections
 - Support to Electoral Code revision and in particular a review of the voter registry

Output 2: Increased and inclusive participation in the electoral process

- Institutional communication, electoral information and education
 - Institutional communication
 - Electoral information and education
- Support to civil society and political parties on electoral observation
 - Domestic electoral observation
- Gender and Youth
 - Training and sensitization of civil society on gender issues with a view to reducing polarization among organizations
 - Training potential candidates on "Gender and Leadership for Change"
 - Assisting the CEC to ensure gender equity throughout the electoral process
 - Assisting in the dialogue between the youth and political parties throughout the country

Output 3: Enabling a peaceful and secure environment for elections.

- Security for the electoral process
 - Evaluation of the security element in the electoral process
 - Coverage of certain elements of the security plan.
- Management of electoral disputes
 - Training for judges on adjudication of electoral disputes
 - Training for political parties, observers and other stakeholders on accurate submission of electoral complaints
 - Development of the crisis management plan for elections

The Project Strategy is based on strengthening the capacities of the Central Election Commission (CEC) and provision of technical expertise through mobilization and management of resources from donor partners by establishment of a "Basket Fund," as well as coordination of all such resources and technical assistance to the electoral process.

Even though developed separately, the components of this program will not be autonomous and hermetically sealed compartments but rather act as an ensemble leading to the achievement of the results mentioned above. In addition, it takes into account complementary activities of support and assistance, which is necessary for the successful conduct of transparent, credible and inclusive elections which adhere to recognized international standards, which are to be carried out by other organizations with separate financing. The common theme of these components is strengthening of national capacity. All international experts who will work in support of national and institutional actors should train and transfer their knowledge and skills to national partners. This approach views electoral assistance as a constant or cyclical activity, rather than a single event taking place at a particular time. It aims to provide assistance throughout the electoral cycle.

In this long-term perspective of establishing an institutional memory and the processes for electoral governance, the active participation of the UNDP Country Office is essential. It should place continued strong emphasis on coordination with partners; conformity of this Project with program objectives and the administrative regulations of the CEC and UNDP; training in the execution of the Project; and strategic management of resources and results.

III. OBJECTIVES AND EXPECTED RESULTS

This Project arises from the will of the Provisional Government and the External Partners, with the support of the Department of Political Affairs of the United Nations and the UN Development Program, to assist the country in its post-crisis transition, which will be essential to its continued development. In this sense, it aims to reinforce the organizational, technical, financial and

operational capacities of stakeholders in order to organize elections which are seen to be free, transparent, fair and inclusive, carried out in an efficient and cost-effective manner, and leading to their recognition and national and international legitimacy.

IV. PROJECT COMPONENTS

It must be noted that the activities and budget of each component shall be approved by the Steering Committee on the basis of an operational plan developed for each component of the Project.

Output 1: National Electoral Institutions and processes strengthened in accordance with international standards

Activity 1.1 Institutional and operational support to the CEC

At this level, the project will concentrate first of all on support to the CEC so that it may organize free, transparent, and democratic Parliamentary elections in an efficient manner, and in a second phase on support to CEC in between elections and for the 2011 Presidential and possible local elections. This support will include the following assistance:

Action 1.1.1 Technical Advice and support

a) Supporting deployment of the international members of the CEC with advisory vote

Part of the request by the provisional government for electoral assistance includes the request for the deployment of up to 6 international elections expert, to serve as members of the CEC with advisory vote.

Their role is two-fold. First, as they will be imbedded with the CEC, they are in a position to provide immediate advice on any key electoral issues that may arise. Second, by participating in the discussions and decision-making (although not voting) of the CEC they will add to both quality and transparency of the CEC's work, thus increasing the trust of the stakeholders in the electoral process.

It is expected that the advisory vote members will be deployed from the time the elections are announced (up to 75 days) and until the results are announced and all complaints adjudicated. Some may also remain in the country between the electoral cycles, so as to assist with the capacity building programs.

Their role will be complementary to that of the Chief Technical Advisor (CTA) and other international experts that will arrive on as-needed basis. In addition to providing support the CEC, they are in a unique position to help with identifying the needs and overall priorities for KESP assistance.

b) Technical Assistance

Activities under this part of the project will be carried out by the CTA, who will be assisted by the various international and national experts who will be deployed in support to other parts of the project.

Technical assistance will focus on providing the CEC with advice and best practices in all aspects of the elections preparation and management, in particular the following elements:

- Design, procurement and delivery of voting materials
- Procedures to validate the quality and integrity of the Voter Registry
- Establishment and training of election commissions
- Civic education and public sensitivity campaigns
- Recovery, storage and security for electoral materials
- Security of the electoral process
- Electoral dispute adjudication and prevention of violence

In addition, the Project will after the parliamentary elections support the CEC to elaborate a strategic, multi-year plan that can serve as an integrated framework for identification of its missions, guiding principles, strategic objectives, goals and strategies for implementation of the goals and objectives.

The goal of this component is to furnish the CEC with a management tool that can sustain its efforts to realize lasting, professional and credible elections. Through elements which help to ensure that Kyrgyz election officials at all levels are working to the same objectives, support for strategic planning represents a focused effort aimed at producing decisions and actions as a guide which can instruct the CEC on its modes of action and its future vision.

In light of the importance of a revision and updating of the Voter Registry (agreed as important in ensuring credible elections by outside observers and all sectors of Kyrgyz society), participation will be arranged for two members of the CEC at the 19th Annual Conference and General Assembly of the Association of European Election Officials (ACEEEO), to be held 9-11 September 2010 in Tbilisi, Georgia. (Since 2006, the Central Election Commission of Kyrgyzstan has been an Associate Institutional Member of the ACEEEO.) The Conference this year will focus on a two-year study being carried out by ACEEEO on "Developing Accurate Voters' Lists in Transitional Democracies," funded by the UN Democracy Fund (UNDEF). Other study visits to electoral commissions may also be arranged as appropriate.

c) Support to the operations of the CEC

The project will also support the operations of the CEC through provision of office supplies for the district and local ECs and other necessary materials as well as transportation and warehousing needs of the election commissions.

This will be of particular importance considering the use of new technology for Kyrgyzstan (inking of voters) as well as potential printing of the ballots outside of the country, as has been called for by several civil society organizations and political parties. Primary motivation for printing of the ballots abroad is first, a confidence-building measure (so as to prevent printing of unaccounted ballots) and second, in order to use a more modern technology with safety features which is not available in Kyrgyzstan. While this has not yet been confirmed, in case printing is outsourced to an out-of-country printer the CEC will require substantial assistance in order to cover the transportation costs.

Activity 1.2 Procurement of electoral materials

1.1.2. Procurement of electoral materials

Procurement of goods and services will be conducted according to the procedures followed by the UNDP, which in addition conform to general principles of the UN System concerning transparency, competition and equity, and respond to generally accepted norms. Based on activity plans, descriptions of needs and materiel specifications established by the CEC, the Project team shall, with the CEC, develop an agreed list of specifications and proceed

with a call for bids. Opening and analysis of the offers will be done by the UNDP through its normal procedures, in concert with the CEC.

It is important to note that given the complexity and sensitivity of the project, in order to ensure the kind, quality and quantities required for voting and other electoral operations, the UNDP could request the CEC to provide advice and counsel to the various committees charged with preparation, analysis and evaluation of bids, and with validation and selection of suppliers and service providers. In order to ensure adequate and appropriate follow-up for the Steering Committee, which shall be regularly informed of the calls for bids and the results of the analysis, implementing agents could be hired as needed for execution of specific activities (sub-contracting of activities).

While the exact list of the procurement materials will be drawn before each election jointly with the CEC, it is expected that it will include, but not be limited to the following:

- Ballots – as mentioned above, the discussion is ongoing about potentially printing of the ballots abroad, using advanced security features which would increase the transparency of the vote
- Indelible ink – indelible invisible ink (visible under UV lamp) has been re-introduced in Kyrgyzstan as a way to combat multiple voting. The stakeholders (CEC, civil society, parties) are now considering introducing visible ink as a preventive measure.
- Polling station kits – to include all stationery necessary for running a polling station
- PEC vests – the vests are to be worn by all PEC staff so as to clearly identify them.
- PEC badges – to be clearly displayed by all PEC staff, bearing the name of the PEC member as well as the source of the nomination (political party, organization, “gathering of voters”).

Activity 1.3 Capacity development in the Short and Long Term

Action 1.3.1 Training of the CEC and its subsidiary bodies

It is apparent that the CEC must progressively acquire competence in electoral matters, which is necessary to their continued support to the national electoral process. To accomplish this, technical assistance under this component will look to optimize the professional competencies and global performance of the election commissions.

The electoral administration of Kyrgyzstan consists of the following:

1. Central Election Commission (CEC)
2. 9 Oblast-level (province) Election Commissions (OEC) (7 provinces + Osh city + Bishkek city)
3. 56 Territorial Election Commissions (TEC)
4. 2,300 (approximate) Precinct Election Commissions (PEC)

The CEC and Province-level commissions are permanent while TECs and PECs are recruited ad-hoc prior to the elections. This means that there are approximately 24,000 election commission members at all levels, most of which are recruited in the run-up to the E-day. Therefore, rapid, focused and comprehensive training exercise of all commission members is essential for the success of the elections.

The project foresees development of a program of complete apprenticeship aimed to improve competence, confidence and the professional and technical network of electoral actors at all levels, with specific attention to personnel at the level of regional and local

Election Commissions. The main goal of this component of the project is to assist the CEC to implement a series of capacity development initiatives to sensibly improve the professional competence of its personnel.

Over the past five years, IFES has been conducting trainings of all levels of election commissions and has developed a methodology for such large-scale exercises. This component will aim to closely cooperate with IFES and use their experience and lessons learned. The trainings are typically one day (8hrs), with two coffee breaks and one lunch. Although cost of lunch and coffee breaks are significant, this is absolutely essential if we are to expect that the commission members will remain at the training for the entire duration.

However, the CEC has stated on numerous occasions that one day may not be sufficient to adequately train all the ECs. Therefore, all attempts will be made to attempt and accommodate the request for the second day of training while remaining within the budget.

Action 1.3.2 Training for other stakeholders

In order to improve the overall quality of the electoral process, other stakeholders also need to be given the opportunity to learn about the key aspects of the elections. To that end, trainings will be organized for the following:

- Officials of local administration – Local administration officials play a key role in assisting with logistical preparations for the elections, including providing input for the voter registrar updates. However, they also are often complicit in using of the administrative resources and falsification of the results. The training will therefore focus on both practical aspects of their work as well as ethical and legal responsibilities.
- Journalists – As a vital element of the public information campaign, media representatives must possess an in-depth understanding of the elections, including technical aspects. In close cooperation with Internews and other local NGOs working with the media, a series of trainings will be organized throughout the country.
- Political party and domestic observers – In close cooperation with other actors who have been working with the political parties and domestic observers for a number of years (in particular National Democratic Institute and International Republican Institute), the project will aim to assist those key stakeholders in understanding the electoral process, particularly focusing on the technical aspects.

To address this broad coverage of training needs the technical and financial support provided by the Program Management Unit will be used to:

- Contribute to development of a comprehensive training plan for all stages of the training for the participants;
- Develop and produce training aids such as manuals, briefings, multimedia presentations, videos, etc.;
- Define and acquire necessary equipment for training activities;
- Implement a training program, starting with the principal trainers at CEC headquarters and spreading through all levels down to polling stations;
- Carry out oversight and evaluation activities (for example quality control through site visits during training, to correct possible weaknesses or technical errors).

It must be noted that the training budget can only be finalized when the training plan has been drawn up. The budget amount identified is therefore provisional and can only be confirmed and disbursed once the training plans has been produced and approved by the Project Steering Committee.

Activity 1.4 Post-Electoral Operations and Safeguarding Lessons Learned

Action 1.4.1 Establishment of the Electoral Resource and Information Centers

In the last two decades, international assistance to Electoral Management Bodies has grown exponentially throughout the world. This has produced a substantial quantity of information, best practices and experience. Despite this growth of activity, a large part of the information developed during the organization of an election is lost after operations have ended. Little has been done heretofore in terms of centralizing and sharing experience and information among Kyrgyz institutions involved in the electoral process, so that those experiences have not been translated into development of policies and practice. In order to increase the professional capacity and understanding of CEC and OEC permanent personnel at all levels on all subjects linked to the elections, the Project proposes to help the CEC and OECs create "Electoral Information and Resources Centers" in Bishkek and the 7 oblasts.

These centers would be equipped with a modern library as well as a computer and Internet access. It would include archives comprising a collection of international and regional documents regarding elections, publications on the electoral and democratization process, documents to be used by the CEC and OEC personnel for comparative analysis, policy development and training of personnel, research, studies, political development, etc.

This collection will include books, exams, publications, information bulletins, electoral codes, codes of conduct, study techniques, election evaluations, manuals and other training aids, reports and studies, as well as assorted electoral material such as voter information posters, brochures, stickers, examples of ballot papers, voter registration cards, audio and video recordings, photographs, ballot boxes and voting booths, samples of electoral forms and indelible ink, etc., drawn from various countries of the world, as well as an historical archive of materials produced by the various elections held in Kyrgyzstan.

Creation of such a resource centers is aimed at providing internal support and advice ready to be used by the CEC and OEC. It permits support of their efforts and stimulation of new technical cooperation links with regional electoral networks, research institutions and professional organizations in the region and throughout the world. Those centers will facilitate access by electoral administration personnel to a quantity of documents and electoral materials that would otherwise be beyond their reach, giving them the possibility to be better informed on electoral procedures and processes. These centers could also serve as a meeting and training venue for CEC and OEC personnel.

The Project will also assist the CEC in developing a website for the CEC Center which will make available the variety of electoral documents, briefing, research and source materials. The CEC website will also include a searchable listing of these materials, so that interested members of the public can consult the center from a distance.

In order to broaden the palette of resources made available through this Center, additional aid will be sought from IDEA, the ACE Knowledge Network and other international organizations engaged in supporting democratic governance. Interested donors can also be closely linked to the Center's activities and future expansion.

Action 1.4.2 Contributing to conservation of electoral materials and lessons learned through the process

Evaluation of all of the elections (including parliamentary, potential local and presidential) aims to create a continuous and harmonious link with future elections. This will ensure that crucial experience acquired and implemented in organizing the 2010-2011 votes will be appropriately reflected and applied in support activities in the longer term.

The evaluation exercise will be jointly undertaken by the CEC and UNDP, with other development partners, directly after conclusion of each electoral process, taking into consideration the reports prepared by national and international observation missions. In addition to identifying and drawing conclusions from experiences, this evaluation shall serve as an exercise to improve and coordinate later capacity-building activities for holding subsequent elections. The evaluation should also provide an opportunity to identify any modification which should be included in the Project in order to permit its adaptation to future elections, encouraging the conservation and recycling of institutional memory and documentary resources – such as work plans, budgets, briefings and operational procedures, electoral materials and voter information campaigns – which shall result from support activities.

As noted above, the Project shall support CEC development of a multi-year strategic plan that can serve as the integrated framework to define its mission, guiding principles, strategic goals and objectives, and strategies to implement them. For most Electoral Commissions, whose activities have been limited to moving from one election to another and submitting annual budgets, strategic planning is a new concept. The goal of this component is to provide the CEC with a management tool that can support its efforts to realize durable, professional and credible elections. Thus, using methods which help ensure that Kyrgyz electoral officials at all levels work to the same goals, support to strategic planning represents a focused effort to produce decisions and actions through guidelines which will instruct the CEC on methods of work and its vision for the future.

Action 1.4.3 Support to Electoral Code review and in particular review of voter registry

While for the parliamentary elections time will be too short to significantly review the electoral code which dates from 2007 and built on the old constitution, it is clear an electoral code review will remain on the post-October elections agenda. As was mentioned already in the lessons learned different aspects of the electoral code are to be reviewed to incorporate international standards on different aspects of the electoral process.

This will mostly be done by the Venice Commission with support of the European Commission. The Project however will provide necessary assistance to this work where needed and will in particular support the CEC in reviewing the voter register rules and procedures. An expert in voter registration will help the CEC in this review and present concrete recommendations on how the voter registry can be improved.

Based on this study, a plan for action with the budget will be developed in close cooperation with all the stakeholders, outlining the options for changing the voter registration system. As mentioned above, this will likely entail change of legislation and as such, the newly elected parliament will have to take the necessary steps in order to update the laws. Since it is difficult to predict the outcome of this process (i.e. which options will be most feasible and ultimately chosen by the Kyrgyz stakeholders) the budget for this component is approximate. However, it must be noted that update of voter registration is often one of the most costly – and important – aspects of the electoral assistance. Finally, as with other activities, the budget and plan of action will have to be approved by the Steering Committee.

Output 2: Increased and inclusive participation in the electoral process

Activity 2.1 Institutional Communication, Electoral Information and Voter Education

Information-sharing among different elements playing a role in elections, as well as the free and well-informed participation by citizens, are essential conditions for a good electoral process. The role of good communications and outreach is therefore essential.

Action 2.1.2 Institutional Communication

The goal of institutional communication is to:

- Exchange information, opinions and suggestions within the CEC (internal communications);
- Exchange information, opinions and suggestions between the CEC and its partner institutions in order to develop a common understanding of the goals, strategy and roles of each (communication with partner organizations);

Institutional communication and outreach includes the following activities:

- Meetings and seminars, either internally or with partner organizations;
- Production and distribution of notes and documents, either internally or for the attention of partners;

a.) Improving communication between different levels of election commissions

Election commissions of all levels face a problem of communication. Although local authorities have to provide land line connection to all polling stations, in reality this does not always materialize. Particularly in the distant regions, such lines barely exist or are in need of repair.

However, nearly entire country is covered by a mobile telephone network. The CEC has succeeded in securing an agreement with the provider which guarantees connection with each of the nearly 2,300 polling stations under a special agreement. Under the agreement, the provider already provided the CEC with the special SIM cards. The phones, which will be equipped with these special SIM cards, can only be used for communication inside the CEC's network and will be specially marked with the CEC logo, thus further aiding with the accountability. The project proposes the purchase of these special handsets (which cannot be used except for official calls) and provide one handset to each polling station.

This will first, improve the communication overall, particularly enabling the CEC to call any of the PECs directly at any time, and second, allow the PECs to immediately notify the CEC and/or law enforcement agencies of any irregularities or breaches of security.

Also with the aim of overall improvement of both internal and external communication, a series of trainings on communication will be developed with the assistance of international and domestic communication specialists. The trainings will focus on both how to improve the communication between different levels of election commissions, as well as communication with the government, the media and public as a whole.

Action 2.1.2 Electoral Information and Voter Education

Electoral information aims primarily to inform all citizens on the methods of the different phases of the electoral process, so that each citizen knows, for example, where and how to be included in the voter Registry, where and how to vote, etc. Voter education aims primarily to sensitize all Kyrgyz citizens to the importance of the elections, so that they participate in a free and responsible manner.

Electoral education and voter information, although having different goals, should be the subject of an integrated communications and outreach plan, based on a "media communication campaign" element and a "civil society" element.

The media (printed media, radios, television) is growing in Kyrgyzstan with the number of publications in the printed media continuing to expand. Coverage by the public television chain reaches some 95% of the population whilst numerous private TV stations attract smaller audiences. Radio remains an important source of information, with both national and local stations active.

Diffusion of correct information about all stages of the electoral process is essential for the credibility of the entire process. Fair coverage of political parties and independent candidates must also be encouraged.

Information and communication are important throughout the electoral process and most especially in the post-electoral period between the close of voting stations and the proclamation of definitive results. Institutional silence in such a delicate moment could raise strong suspicions and nullify all prior efforts. Conflict prevention becomes a priority and demands a close collaboration with the media. Adherence by the media to a code of professional conduct and their respect for the law must therefore be the subject of training and for journalists. In addition, a media communication plan will permit development of an image of the CEC as a credible, trustworthy and competent institution. In light of this, media communication activities could be expressed in two modules:

- *Module 1: Interaction with journalists from the written press and the electronic media.*

This module aims to permit the media, who could become important partners in informing and educating citizens, to produce and publish/broadcast correct and responsible information. They should therefore be provided with

- Regular production of press releases;
 - Regular organization of press conferences by different members of the CEC;
 - Production and regular updating of press folders for television, with written, video and audio elements; and
 - Organization of field visits.
- *Module 2: Production and distribution of communication elements*
 - Production of various radio programs for broadcast;
 - Production of televised programs;
 - Production of posters and stickers;
 - Production of leaflets and pamphlets.
 - Improving and regularly updating CEC Website

Thanks to their competence and experience, civil society actors whose activities are based on their proximity to the population can make an important contribution to the education of voters. Assistance to national and local CSOs therefore will contribute to capacity-building to enable them to participate as active, informed partners in a coherent program of outreach and civic education for the public on their rights and civic responsibilities in the post-crisis referendum and electoral process. This element will, in particular, look to provide support to CSOs outside the capital of the country, Bishkek. Political parties will

also be involved in this outreach. International NGOs like NDI and IFES, whose activities are already underway in Kyrgyzstan, will be closely involved in implementation of this element of the overall electoral activity.

An adviser charged with communications outreach and relations between the CEC and parties, civil society and the media will be recruited to assist the CEC in formulation and implementation of a code of conduct for the media, and will help organize seminars for them. The UNDP could sponsor similar training for journalists covering the elections.

Action 2.1.3 "Rock the Vote" concerts around the country

In order to increase the awareness about the electoral process, a series of "Rock the Vote" concerts will be organized around the country with participation of singers from both inside and outside Kyrgyzstan (potentially India, given high popularity of Indian music in the regions). This was successfully organized for presidential elections 2005 in cooperation with local and international organizations.

While at least one concert will be organized in Bishkek, focus will be on the regions, where entertainment is often lacking and turnout at such events can be expected to be very high. This opportunity when many, particularly young people are gathered at one place will be used to spread the message about electoral process in general and in particular about the importance of having a free, fair and inclusive process.

Activity 2.2 Support to civil society organizations and political parties on electoral observation

Action 2.2.3 Domestic electoral observation

Domestic observation is one of the most crucial components of the electoral process for confidence building and trust in the process. While international observers are an important mechanism of transparency, only domestic observation groups possess the logistical capacity to deploy significant amount of observers so as to cover most of the polling stations. In the current context of Kyrgyzstan domestic observers have an even more important role to play considering the volatile situation in the country. Positive assessment of the electoral process by these independent groups could mean a difference between acceptance of the final results or refusal to do so by key political actors, with potentially catastrophic consequences.

Therefore, support for the domestic observers is a cornerstone of a support for the credible electoral process in Kyrgyzstan. Although some of the most established domestic observation groups, such as Coalition of NGOs and Taze Shailoo have often been supported by international organizations (NDI, OSCE), they are often limited in their scope. KESP can in this case complement that assistance.

The domestic observation groups have over the years developed a robust and credible monitoring mechanism which is in no way modified regardless the donor source. Therefore, although KESP is also providing technical assistance, there is no conflict of interest in this case, since the well-tested and credible observation mechanism of the domestic observation groups will remain the same. Furthermore, over the years OSCE office in Kyrgyzstan has been one of the most significant providers of technical assistance to the elections in Kyrgyzstan, while at the same time funding domestic observation without any perceived or real conflict of interest.

Activity 2.3 Gender and Youth

UNDP has been active in support of Gender and Youth questions, notably in electoral cycles, for many years. A roadmap for activities to be undertaken should be developed for the various participants, in order to coordinate the support and financing required. A program on Leadership for Change should be implemented, piloted by the UNDP Gender Component. Training for potential candidates is foreseen, with modules on i) Gender and leadership for change; ii) electoral mechanisms; iii) fundraising, iv) developing an electoral platform; v) communications and outreach; vi) community participation; etc.

Priority will be given to grassroots support, with increased support in the interior of the country for mobilization and training of candidates for parliamentary and local elections. Specific objectives include i) training and sensitizing Gender Sector CSOs to reduce polarization among them; ii) supporting Kyrgyzstan in development of a National Plan for implementation of Resolution 1325; iii) supporting CSOs working in the promotion of gender in order to increase their effective participation in the transition to democracy; and iv) supporting Gender CSOs to encourage them to develop partnerships with similar organizations.

Similar priorities and activities will be undertaken and addressed to Kyrgyz youth, who should be encouraged to be active and positive participants in the country's stabilization and transition to democracy. CSOs working in the youth sector will be actively sought as partners in this important development effort.

Output 3: Enabling a peaceful and secure environment for elections

Taking into account the challenges that the current electoral calendar faces amidst the overall transition process in Kyrgyzstan, the project will draw and build upon the linkages of the wider efforts of the international community in support of peace-building, while also addressing specific interventions throughout the electoral cycle that will help the different stakeholders better understand how their actions can help prevent violence. While the current project is most concerned with technical assistance to electoral and democratic governance institutions to run peaceful elections and to fostering a more inclusive electoral process that enjoys the trust of the electorate and broader citizenry, all three outcomes are designed to advance this goal.

Activity 3.1 Security for the electoral process

Action 3.1.1 Analysis of security and preparation of the security plan

In order to better support an understanding of the tensions and triggers that may lead to electoral violence, a risk assessment methodology and a conflict analysis will be implemented. This will be achieved by conducting perception polls, interviews and consultations with different stakeholders to gain key insights into their preferences, constituencies, grievances, etc. Furthermore, this analysis will be shared with the different stakeholders in order to support joint analysis on strategies that may reduce the risk of violence.

Action 3.1.2 Training for the law enforcement officials

The maintenance of public order and security for all phases of the referendum and electoral process must be the exclusive task of the Ministry of Interior and the national Police, which should be trained to a uniform national standard in the subject of electoral security. As such, the project will aim to provide training around the following areas: restraint, public-order policing, dispute-resolution skills, and the specific provisions of electoral law.

However, it will be important to note that electoral security requires a large measure of public confidence in the overall process, which can best be obtained through transparent and fair procedures, implemented in a clear and effective manner, as foreseen in the present Project. Nonetheless, an element concerning the security arrangements is included in this Project, and could be the subject of further development by competent national authorities.

Action 3.1.3 Early warning mechanism

The upcoming parliamentary elections are likely to be very competitive, with significant potential for violence during the campaigning period. An early warning system, consisting of trained monitors throughout the country who contribute to a comprehensive and regular report, can help in preventing flashpoints before they happen. Experience and methodology from a similar project, implemented in 2005 by a local NGO "Foundation for Tolerance International", will be consulted during the planning stage.

The project will also involve local community leaders as well as law-enforcement agencies. A report outlining the potential threats is typically drafted on a weekly basis and shared with all the stakeholders, including law-enforcement. This in turn can assist them to anticipate and possibly prevent any flashpoints. In addition, by identifying threats before they materialize, it will give local leaders and civil society an opportunity to defuse the situation.

Activity 3.2 Management of electoral disputes

Electoral processes are complex operations that require participation by numerous elements and parties. Inevitably, conflicts arise. Establishment and use of an appropriate and efficient conflict-resolution system is a crucial component of credible elections.

Electoral conflicts can arise at any stage of the process, including voter registration, reception of candidates, voting, or vote-counting. In preparing the procedures and operations to conduct the elections, through careful analysis of the laws, decrees and procedures in effect, it is important not to overlook the need also to develop means of resolving conflicts. How conflicts are handled can have a crucial impact on the credibility (perceived and real) of an electoral process, and on the legitimacy of those managing that process.

The Project will prepare and carry out a training program for stakeholders (judges, CEC); develop manuals appropriate to Kyrgyzstan for training in conflict management; help create a system to analyze and respond quickly to complaints, claims or demands by voters and stakeholders; and provide support to the legal element of the CEC wherever necessary.

Action 3.2.1 Training for judges

Unlike some countries, Kyrgyzstan does not have dedicated electoral tribunals which are specialized in adjudicating electoral disputes. Instead, election commissions and local courts deal with all electoral complaints. While election commissions do receive some type of training on complaints, the judges are often overlooked in this regard. From previous experience it is obvious that many of the judges, particularly in the regions, do not have adequate knowledge of the electoral legislation to properly address the electoral complaints.

The project therefore proposes to develop a training modules and materials for judges of all instances, in close cooperation with the Ministry of Justice. IFES has in the past conducted limited trainings for judges and already developed some training documents. In close cooperation with their experts, the project proposes to develop and implement comprehensive, country-wide trainings for approximately 120 judges who are expected to deal with electoral disputes. The training will focus on electoral legislation as well as

overall understanding of the internationally recognized principles of free, fair and democratic electoral process.

As the trainings involve training of the high-level officials, it is important to involve an international high-level expert (preferably a former judge or lawyer) to develop and implement the trainings. All efforts will be made to identify an expert with first of all, electoral dispute adjudication experience, and second, with experience in the former Soviet Union and Russian language skills.

Action 3.2.2 Training for political parties, observers on accurate submission of electoral complaints

Electoral legislation of Kyrgyzstan is relatively complex when it comes to submission of electoral complaints. There are numerous deadlines and lists of documents that are not always listed in a clear and concise manner. Furthermore, there are numerous procedural rules particularly for the courts, which are not at all addressed in the electoral legislation and those who are not specialists in the jurisprudence are usually not aware of it.

The project therefore proposes to develop and organize a series of trainings aimed at the domestic observers and party agents in order to equip them with skills on proper filing of electoral complaints. The trainings will focus on practicalities, such as making sure to keep all the copies of documents submitted, to request a slip certifying the reception of the complaints by the appropriate courts, deadlines and lists of documents. The trainings will provide those key stakeholders with knowledge which will enable them to fully utilize the legal means of resolving electoral disputes, thus possibly alleviating the frustration caused by cumbersome legal system which often can lead to violence.

Action 3.2.3 Crisis management plan for elections

It will be important to emphasize the primary authority and responsibility of the CEC and local Electoral Commissioners in maintaining the strictest international standards of openness, access, and security throughout the campaign and elections, including protection of electoral materials, polling stations, voters, observers and other stakeholders.

Electoral processes are complex operations that require participation by numerous elements and parties. Inevitably, conflicts arise. Establishment and use of an appropriate and efficient conflict-resolution system is a crucial component of credible elections. Electoral conflicts can arise at any stage of the process, including voter registration, reception of candidates, voting, or vote-counting. In preparing the procedures and operations to conduct the elections, through careful analysis of the laws, decrees and procedures in effect, it is important not to overlook the need also to develop means of resolving conflicts. How conflicts are handled can have a crucial impact on the credibility (perceived and real) of an electoral process, and on the legitimacy of those managing that process. The Project will prepare and carry out a training program for stakeholders (judges, CEC); develop manuals appropriate to Kyrgyzstan for training in conflict management; help create a system to analyze and respond quickly to complaints, claims or demands by voters and stakeholders; and provide support to the legal element of the CEC wherever necessary.

Resolving election-related conflict depends heavily—but not exclusively—on formal and alternative dispute resolution mechanisms. More formal legal adjudications are more likely to be effective if the groundwork has been laid by identifying in advance potential legal points of contention, educating political partisans on how to submit acceptable official dispute claims, and training judges, lawyers and electoral administrators in dispute resolution and the investigation of alleged fraud. At the same time, alternative dispute mechanisms can also resolve tensions by focusing on negotiated resolution (rather than punishment) of electoral disputes.

V. RESULTS AND RESOURCES FRAMEWORK

Intended Outcome as stated in the Country Programme Results and Resource Framework:

B.1.2 Quality of & access to public services increased and management of essential resources improved

Outcome indicators as stated in the Country Programme Results and Resources Framework, including baseline and targets:

Applicable MYFF Service Line:

Partnership Strategy

Efficient implementation of the planned activities depends on good partnership among all stakeholders in the field of decentralization. Thus UNDP will initiate efficient and productive network of donor organizations, central government, localities and civil society.

Project title and ID (ATLAS Award ID): Enhance the capacity of localities in public service delivery.

INTENDED OUTPUTS	OUTPUT TARGETS FOR (YEARS)	INDICATIVE ACTIVITIES	RESPONSIBLE PARTIES	INPUTS
<p>Output 1: National Electoral Institutions and processes strengthened in accordance with international standards</p> <p>Baseline: CEC and civil society lack capacity to conduct fair and transparent elections and have a weak electoral legislative framework and procedures.</p> <p>Indicators:</p> <ol style="list-style-type: none"> 1) Number of procured electoral materials 2) Number of trainings for CEC and other actors/stakeholders 3) Operational electoral resource and information centre 4) Revised Electoral Code <p>Targets: The capacity and resource of CEC strengthened to organize elections in conformity with national and international standards</p>	<ol style="list-style-type: none"> 1. The capacity and resource of CEC strengthened to organize elections in conformity with national and international standards 2. Capacity-built for Civil Society and the media in the fields of electoral observation and monitoring of information management and communication during the electoral period. 	<ul style="list-style-type: none"> • Institutional and operational support to the CEC <ul style="list-style-type: none"> - Technical advice and support - Support to the logistics operations of the CEC and its subsidiary bodies • Electoral material and logistics <ul style="list-style-type: none"> - Procurement of electoral materials • Capacity development in the short and long-term <ul style="list-style-type: none"> - Training of the CEC and its subsidiary bodies - Training of other actors/stakeholders (government officials, national observers, political parties, media and civil society) 		<p>Legal Adviser Procurement or Admin adviser Need Operations and Logistics adviser ICT Adviser Servers, Routers, LAN cables, etc Computer Hardware and software Training Adviser Training materials Identify and rent venues, produce materials, etc</p>

<p>Output 2: Increased and inclusive participation in electoral process <u>Baseline:</u> Following the Parliamentary elections at the end of 2007 and Presidential 2009 elections when the numerous violations were reported by civil society organizations and international observers, the public confidence in democratic elections decreased. Indicators: 1) Number of communication trainings 2) Developed voter education campaign 3) Conducted "Rock the Vote" concert 4) Conducted training on sensitization of civil society on gender issues with a view to reducing polarization among organizations 5) Conducted training for potential candidates on "Gender and Leadership for Change" Targets: Institutional communication established, support to civil society and political parties on electoral observation</p>	<ol style="list-style-type: none"> 1. Conduct of nationwide information and communication campaign on democratic elections, civic education, "Get Out The Vote," etc. 2. Support to inclusion of the Gender and Youth dimensions in all the activities of the CEC 3. Retention of lessons learned from the elections with a view to continual capacity-building for the CEC and civil society organizations working in the elections field 	<ul style="list-style-type: none"> • Post-electoral operations and electoral consolidation <ul style="list-style-type: none"> - Development of an electoral resource and information center - Organization of evaluation workshops after the parliamentary elections, to develop planning for future elections - Support to Electoral Code revision and in particular a review of the voter registry • Institutional communication, electoral information and education <ul style="list-style-type: none"> - Institutional communication - Electoral information and education • Support to civil society and political parties on electoral observation <ul style="list-style-type: none"> - Domestic electoral observation • Gender and Youth <ul style="list-style-type: none"> - Training and sensitization of civil society on gender issues with a view to reducing polarization among organizations - Training potential candidates on "Gender and Leadership for Change" - Assisting the CEC to ensure gender equity throughout the electoral process - Assisting in the dialogue between the youth and 		
				<p>Training Adviser Venues, materials, etc. Graphic Designer, artists? Seminar Facilitator Materials, building/office, etc.</p>

<p><u>provided</u></p> <p>Output 3: Enabling a peaceful and secure environment for elections</p> <p>Baseline: Considering the April and June 2010 events it is essential for the Kyrgyz Republic to conduct elections in a secure and peaceful environment to further stability and development</p> <p><u>Indicators:</u></p> <ol style="list-style-type: none"> 1) Conducted conflict analysis and analysis of the security element in the electoral process 2) Conducted training for judges on adjudication of electoral disputes 3) Conducted training for political parties, observers and other stakeholders on accurate submission of electoral complaints 4) Developed crisis management plan for elections <p>Targets: Peaceful and secure environment conducive to the organization of peaceful elections ensured</p> <p>Operational costs</p>			<p>1. Creation of a peaceful and secure environment conducive to the organization of peaceful elections.</p>	<p>political parties throughout the country</p>	<ul style="list-style-type: none"> • Security for the electoral process <ul style="list-style-type: none"> - Evaluation of the security element in the electoral process - Coverage of certain elements of the security plan. • Management of electoral disputes <ul style="list-style-type: none"> - Training for judges on adjudication of electoral disputes - Training for political parties, observers and other stakeholders on accurate submission of electoral complaints - Development of the crisis management plan for elections 		
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VI. ANNUAL WORK PLAN

Please see Annex III "Project Work Plan and Budget"

VII. MANAGEMENT ARRANGEMENTS

PROGRAMME MANAGEMENT

Mobilization, Coordination and Management of Resources

To develop a positive synergy among activities of the different partners, a common financing mechanism known as a "Basket Fund," whose management is vested with UNDP, shall be established to ensure coordination of electoral assistance activities. Financial contributions by the partners (donors) are combined in this mechanism for coordinated disbursement. In accord with the decision of the UNDP Executive Board in June 2007, 7% be adopted for recovery of indirect support costs for new third party contributions.

The project will be implemented with the direct implementation modality (DIM) and the country office needs to define responsibilities for a) planning and supervising project activities and taking decisions; b) technical and operational implementation of activities; c) monitoring progress and evaluation. In addition to these functions, administrative support services are required, as well as other items such as additional office space, supplies and equipment.

Therefore project will follow the best management model for an electoral assistance project receiving pooled funding from several donors which is the two-tiered management structure as indicated in the UNDP Electoral Assistance Implementation Guide¹. This model foresees a two-tiered management structure that would provide for a policy or technical oversight committee to ensure the project remains on track and on budget, and a day-to-day Project Management Unit that can implement the project and report to the Steering Committee. To supplement these project-specific management tools, it is necessary to make sure that the donor coordination and stakeholder coordination forums function well. The shape of the two coordination mechanisms and two management bodies suggested are as follows:

<p>High-Level Donor Coordination Convened by UNDP and/or CEC with Donors/ High-level representation at Ambassador or designate level. Frequency: As required, but once every 1-2 months dealing with Political issues and resource mobilization. 6 months rotations to accompany UNDP in the political dialogue</p>	<p>Information-Sharing Forum Convened by CEC Includes, but not limited to, UN; national/international civil society organizations; development agency representatives; technical-level Frequency: Monthly. Update on preparations; technical issues</p>	<p>Coordination and Information Sharing</p>
<p>Steering Committee and Technical Committee Convened on a schedule by CEC and/or UNDP Project Donors Frequency: Bimonthly to Monthly, depending on need. Project oversight and decision making</p>	<p>Project Management Unit Day-to-day administration and management of project The PMU should meet as a team at least once a week. Serves as secretariat to Steering Committee and Technical Committee</p>	

¹ <http://www.undp.org/governance/docs/Elections-Pub-EAGuide.pdf>

Donor Coordination Mechanism that includes heads of donor agencies – both those contributing to a common basket fund and those contributing to the elections through bilateral or other means – and should be co-chaired by UNDP, the CEC and donor representative. This forum would be an important part of donor coordination, with the emphasis on high-level policy dialogue, collaboration and information-sharing and also broaden other components of potential democracy-building programmes.

Stakeholder or Information-Sharing Forum should be convened by the CEC approximately on a quarterly basis. The invitees would typically include all organizations working in the election field as well as relevant officers within donor agencies. The purpose of the forum would be to ensure common knowledge on election activities, harmonization and 'leveraging of synergies' and to avoid duplication of programming. The agenda would include an update from the Electoral Management Body on election preparations and related issues and short presentations from each group on their activities followed by general discussion on nominated or emerging issues.

The Steering Committee

There shall be established a Steering Committee for the current Project, to ensure full coordination of the donors engaged in support of the electoral process through the Basket Fund managed by the UNDP. This Committee will fix the strategic orientations of the project. It will include, as full members, representatives of the Provisional Government, the CEC, all contributors to the Basket Fund, and the UNDP Country office. As the relevant Regional Organization, the OSCE shall be invited to attend as an Observer through its Office in Bishkek. Any new donor to the Basket Fund may become a member of the Steering Committee, which shall be co-chaired by the CEC Chairman and the UN Resident Coordinator or designated representative. The Steering Committee debates and decides through consensus. It shall examine and comment on reports of activities undertaken as well as any new plan of activities presented for the coming period as presented by the CTA. The functions of the Steering Committee are described in the TORs annexed to this document; the PMU serves as its Secretariat.

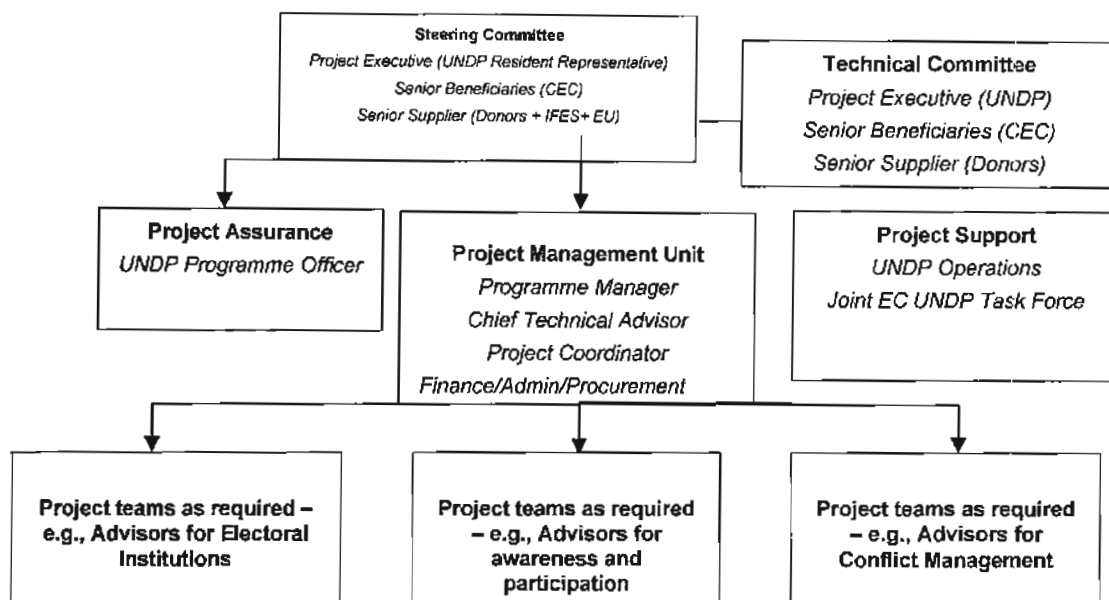
The Technical Committee

Where deemed feasible and advisable, the Partners may wish to create a Technical Committee comprising of their respective electoral assistance experts present in the field. The role of this Committee would be to examine the technical aspects of the project and therefore help prepare the next Steering Committee meeting by examining, highlighting and possibly providing ideas and solutions to technical issues which can then be more easily discussed and approved by the Steering Committee.

The Project Management Unit (PMU) will be the dedicated unit that administers and manages the basket. The PMU will be responsible for the day-to-day running of the project and will serve as a Secretariat to the Steering Committee. In addition to the PMU and SC, the project would also seek a wider stakeholders' forum, co-chaired by the CEC, which would bring together representatives of the donor community, national stakeholders and assistance providers to exchange information on a periodic basis. PMU staff should include experts with proven previous comparative experiences and the selection will be carried out in conformity with requirements of competitive review and diverse applicant tools following UNDP rules and regulations. UNDP agrees that clearance for the selection of experts shall be provided in an expeditious manner and the selection of the entire set of experts required may be completed at different stages in order to allow the immediate implementation of the project.

The proposed project management structure is captured in **Figure 1** below. The boxes in yellow represent component parts of the project office or Programme Management Unit (PMU), and the boxes in white represent components of the UNDP Country Office. The project teams would offer temporary 'in and out' advisory services to help deliver key results under the project and would be located within the project office/PMU.

Figure 1: Project Management Arrangements



Regardless of reporting lines, all advisors working to implement the project should be coordinated by the Chief Technical Advisor and supervised by the Programme Manager. The advisors will be coordinated in terms of delivery of project activities and outputs by the CTA who in turns will report to the Steering Committee which, as indicated above, comprises the following members:

- Project Executive: UN Resident Coordinator or delegated representative
- Senior Supplier: UNDP and representatives of the development partners contributing to the project
- Senior Beneficiary: Representative of the CEC (and other beneficiaries invited as relevant)

The project will be managed by a Programme Manager. The Project Management Unit will be working under UNDP authority, with a core team comprising also in Administration, Finance and Procurement. Delivery of electoral assistance will be conducted primarily through assignment of long-term and short-term experts, covering all aspects of the electoral process and taking into account the need for gender equity.

These experts and consultants will be put at the disposition of the CEC but will also work, with approval and supervision by the Programme Manager, with other stakeholders, notably the administration, national institutions involved in the process, political parties, CSOs and the media. They will be selected from the Rosters of Electoral Experts maintained by the Electoral Assistance Division of the United Nations Department of Political Affairs and by the Joint EC UNDP Task Force on Electoral Assistance, external Partners contributing to the Basket Fund, and the UNDP Country Office. (See the list of Expert Positions in the attached Terms of Reference for the PMU.)

- Chief Technical Adviser
- Project Coordinator
- Administrative Assistant
- Finance Assistant
- Procurement Expert
- Logistics and Electoral Operations Expert
- Training Expert

- Communications and Outreach/Civic Education Expert
- Information Systems Expert
- Legal and Electoral Disputes Adviser
- Electoral Security Expert

Ad hoc experts shall be recruited on a temporary basis for specific needs. The position of Programme Manager is one of the crucial posts in terms of making matrix management effective. S/he will be responsible for the overall management of PMU activities, as well as for coordinating the components. To ensure regular interactions and managerial links between different UNDP Programmes, the weekly programme meetings with participation of Programme Managers will be conducted, they will also together with the UNDP CO staff discuss their respective workplans for each quarter. Component level management is to be carried out by the Project Coordinator, who will have substantial programme backstopping tasks. Depending on the specifics of a component, National Experts or Specialists also will be recruited. The Programme Manager will be responsible, for the day to day operation and management of the component both at the central and field level, as well as achieving the overall objective of the component. PMU will have an Administrative Assistant (AA) and Finance Assistant (FA). Together they will be responsible for the day to day administrative and financial operation and management of the PMU. They will be supervised by PM.

The CTA, working closely with the Programme Manager, manages relationships with, among others, with the government and relevant authorities, provides policy support and leads advocacy efforts for the project with key actors.

Administrative Assistant will be responsible for personnel issues (contracting), procurement of goods and services, organizing training and workshop, and use of common equipment and providing all administrative support to the field level offices.

Finance Assistant will be responsible for the preparation of Financial Forecasts/Financial Reports for the respective components of the PMU, as well as for the preparation of budget revisions, RDPs, providing support related to all financial matter to the field offices etc.

Procurement of Electoral Material

Over the years, UNDP has developed an extensive understanding and experience in providing technical assistance and support to the conduct of democratic elections, through either UNDP headquarters or its country offices. UNDP has become a major actor in the procurement of electoral materials, ranging from ballots and ballot boxes, to ink, stationery and digital voter registration equipment. In addition, UNDP has recently increased its focus on the crucial pre-polling period of planning and budgeting for procurement of electoral material.

UNDP has reinforced the procurement function and related higher-level advisory services by revamping and restructuring the Procurement Services Office in New York and Copenhagen. One unit deals directly with elections, the Global Procurement Unit (GPU), which represents the operational arm of procurement. At the same time GPU has an integrated Special Advisory Team (SAT) on elections, covering advisory services.

GPU/SAT will provide, on request, support and assistance to UNDP and CEC on planning and budgeting, on-site training and, in most cases, targeted exploratory procurement assessment missions. The staff of the SAT Elections seek to raise awareness that procurement has a much larger scope than generally acknowledged. The most commonly experienced obstacles and risks in electoral procurement preparations are the decisions on implementation methodologies, development of technical specifications and terms of reference, time constraints, insufficient budgets for procurement needs and national ownership and capacities.

Furthermore, UNDP/GPU hold Long Term Agreements (LTAs) for the most strategic and essential electoral materials. The purpose of the LTAs is to ensure efficiency in the procurement turn-around time and to limit repetitive tendering exercises within the boundaries of UNDP procurement rules and regulations. LTAs also provide guaranteed quality assurance and quality control, as well as the benefit of economy of scale, both in terms of products and logistics.

The project will procure goods and services using UNDP rules and regulations and if deemed necessary the support of UNDP/GPU/SAT (with staff in Copenhagen and Johannesburg) will be sought. The project shall be subject exclusively to the internal and external auditing procedures laid down in the Financial Regulations, Rules and directives of UNDP. A copy of the audited financial statements of UNDP issued by its external auditors shall be submitted to the European Commission's Central Services by UNDP.

Pertinent information on the Basket Fund will be made available to the Signatories and other interested parties. The PMU will draft the Minutes of Steering Committee meetings and communicate them to Signatories within three days following each meeting. Periodic Reports and other documents will be made available to the Signatories, as specified in Annex II.

The PMU should, as much as possible, conceive, develop and establish an electronic archive of all documents and information on the electoral process in Kyrgyzstan, and make it available for all concerned. As time permits, a website for the Project could be designed, developed and established.

Visibility

The UNDP recognizes the importance of guaranteeing the visibility of external partners who have contributed to the Basket Fund, at each phase of the Project. Specific steps shall be taken to ensure an adequate perception and visibility of the role and efforts played by each Partner in the implementation of this Project. Visibility measures to be planned and implemented as provided in the "Joint Visibility Guidelines for EC-UN Actions in the Field" which is consistent with the European Commission's own "Communication and Visibility Manual for EU External Actions. Within the inception phase of the project, a communication and visibility plan highlighting the related communication activities should be discussed and agreed. These activities will target three key groups: the beneficiaries, decision-makers, and the donor community. These measures can be specified later in separate undertakings. In this context, the costs for such visibility are considered as eligible for support by the Project budget.

The logos of external partners who have contributed to the Basket Fund shall be displayed on the letterhead of documents sent by the PMU.

VIII. MONITORING FRAMEWORK AND EVALUATION

Main purpose of the project monitoring is to ensure systematic and deliberate assessment of the project progress. Programme monitoring will be conducted through regular meetings of the Programme Board and Tripartite Review Meetings in accordance with established UNDP procedures. Upon project completion, final report will be prepared to evaluate the project impact and lessons learnt.

In accordance with the programming policies and procedures outlined in the UNDP User Guide, the project will be monitored through the following:

Within the annual cycle

- On a quarterly basis, a quality assessment will record progress towards the completion of key results, based on quality criteria and methods captured in the Quality Management table below.
- An Issue Log will be activated in Atlas and updated by the Programme Manager to facilitate tracking and resolution of potential problems or requests for change.
- Based on the initial risk analysis submitted (see annex 1), a risk log will be activated in Atlas and regularly updated by reviewing the external environment that may affect the project implementation.
- Based on the above information recorded in Atlas, a Quarterly Progress Reports (QPR) will be submitted by the Programme Manager to the Steering Committee through Project Assurance, using the standard report format available in the Executive Snapshot.
- A project Lesson-learned log will be activated and regularly updated to ensure on-going learning and adaptation within the organization, and to facilitate the preparation of the Lessons-learned Report at the end of the project
- a Monitoring Schedule Plan will be activated in Atlas and updated to track key management actions/events

Periodical monitoring will be undertaken by the UNDP-CO through the provision of quarterly reports from the PM. Furthermore, specific meetings can be scheduled between pertinent stakeholders as deemed appropriate and relevant.

An independent final outcome evaluation will take place three months prior to the final Programme Board meeting, and will focus on the effectiveness, efficiency and timeliness of programme implementation; will highlight issues requiring decisions and actions; and will present initial lessons learned about programme design, implementation and management. The Programme outcome will be evaluated by measuring progress indicators and parameters as was reflected in the CPAP. The final evaluation will also look at impact and sustainability of results, including the contribution to capacity development and the achievement of Good Governance goals.

Annually

- **Annual Review Report.** An Annual Review Report will be prepared by the Programme Manager and shared with the Steering Committee. The Annual Review Report shall consist of the Atlas standard format for the QPR covering the whole year with updated information for each above element of the QPR as well as a summary of results achieved against pre-defined annual targets at the output level.
- **Annual Project Review.** Based on the above report, an annual project review shall be conducted during the fourth quarter of the year or soon after, to assess the performance of the project and appraise the Annual Work Plan (AWP) for the following year. In the last year, this review will be a final assessment. This review is driven by the Steering Committee and may involve other stakeholders as required. It shall focus on the extent to which progress is being made towards outputs, and that these remain aligned to appropriate outcomes. The Final Evaluation should also provide recommendations for follow-up activities (i.e. Strategy of Programme coming-out).

Quality Management for Project Activity Results

Replicate the table for each activity result of the AWP to provide information on monitoring actions based on quality criteria. To be completed during the process "Defining a Project" if the information is available. This table shall be further refined during the process "Initiating a Project".

OUTPUT 1: National Electoral Institutions and processes strengthened in accordance with international standards		
Activity Result 1 (Atlas Activity ID)	Institutional and operational support to the CEC	Start Date: July 2010 End Date: July 2012

Purpose	<i>What is the purpose of the activity?</i> Strengthening capacity and resources of the CEC in order to organize elections in conformity with Kyrgyz Law and universally recognized standards.	
Description	<i>Planned actions to produce the activity result.</i> 1. Technical Advice and Support 2. Support to the logistics operations of the CEC and its subsidiary bodies.	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of conducted consultations and advisory board	Minutes of the meetings	July 2012
Number of in-country trips	Travel reports	July 2012

OUTPUT 1: National Electoral Institutions and processes strengthened in accordance with international standards		
Activity Result 2 (Atlas Activity ID)	Electoral material and logistics	Star: Date: July 2010 End Date: July 2012
Purpose	<i>What is the purpose of the activity?</i> Strengthening capacity and resources of the CEC in order to organize elections in conformity with Kyrgyz Law and universally recognized standards.	
Description	<i>Planned actions to produce the activity result.</i> 1. Procurement of electoral materials	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of procured ballots, indelible ink, polling station kits, precinct Election Commission vests, badges	Procurement bidding documents, financial report	July 2012

OUTPUT 1: National Electoral Institutions and processes strengthened in accordance with international standards		
Activity Result 3 (Atlas Activity ID)	Capacity-building in the short and long-term	Start Date: July 2010 End Date: July 2012
Purpose	<i>What is the purpose of the activity?</i> Capacity-building for Civil Society and the media in the fields of electoral observation and monitoring of information management and communication during the electoral period.	
Description	<i>Planned actions to produce the activity result.</i> 1. Training of the CEC and its subsidiary bodies 2. Training of other actors/stakeholders (government officials, national observers, political parties, media)	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of participants from central and field CEC offices	Training report	July 2012
Number of participants from different institutions regarding gender aspects	Training report	July 2012

OUTPUT 1: National Electoral Institutions and processes strengthened in accordance with international standards		
Activity Result 4 (Atlas Activity ID)	Post-electoral operations and electoral consolidation	Start Date: July 2010 End Date: July 2012
Purpose	<i>What is the purpose of the activity?</i> Capacity-building for Civil Society and the media in the fields of electoral observation and monitoring of information management and communication during the electoral period.	
Description	<i>Planned actions to produce the activity result.</i> <ol style="list-style-type: none"> 1. Establishment of the Electoral Resource and Information Center in the CEC and Oblast-level Election commissions 2. Contributing to conservation of electoral material and lessons learned through the process 3. Support to Electoral Code revision and in particular a review of the voter registry 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Delivered equipment and resource materials for Electoral Resource and Information Center	Hand-over notes	July 2012
Conducted evaluation workshop	Workshop minutes	July 2012
Number of discussions of the Electoral Code	Draft revised Electoral Code	July 2012

OUTPUT 2: Increased and inclusive participation in electoral process		
Activity Result 1 (Atlas Activity ID)	Institutional Communication, Electoral Information and Education	Start Date: July 2010 End Date: July 2012
Purpose	<i>What is the purpose of the activity?</i> Nationwide information and communication campaign on democratic elections, civic education, "Get Out The Vote," etc.	
Description	<i>Planned actions to produce the activity result.</i> <ol style="list-style-type: none"> 1. Institutional Communication 2. Electoral Information and Education 3. "Rock the Vote" concerts 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of participants of communication training	Training report	July 2012
Number of the voter education campaign	Reports	July 2012
Two concerts around the country	Report	July 2012

OUTPUT 2: Increased and inclusive participation in electoral process		
Activity Result 2	Retention of lessons learned from the elections with a view to continual capacity-building for the CEC and civil	Start Date: July 2010

(Atlas Activity ID)	society organizations working in the elections field	End Date: July 2012
Purpose	<i>What is the purpose of the activity?</i> Support to inclusion of the Gender and Youth dimensions in all the activities of the CEC	
Description	<i>Planned actions to produce the activity result.</i> 1. Domestic Electoral Observation	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of agreements with CSOs on national observations	Assessment report	July 2012

OUTPUT 2: Increased and inclusive participation in electoral process

Activity Result 1 (Atlas Activity ID)	Gender and Youth	Start Date: July 2010 End Date: July 2012
Purpose	<i>What is the purpose of the activity?</i> Support to inclusion of the Gender and Youth dimensions in all the activities of the CEC	
Description	<i>Planned actions to produce the activity result.</i> 1. Training and sensitization of civil society on gender issues with a view to reducing polarization among organizations 2. Training candidates on "Gender and Leadership for Change" 3. Assisting the CEC to ensure gender equity throughout the electoral process 4. Assisting in the dialogue between the youth and political parties throughout the country	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of participants of training on sensitization of civil society on gender issues with a view to reducing polarization among organizations	Training report	July 2012
Number of candidates participated the training on "Gender and Leadership for Change"	Training report	July 2012
Number of participants of gender equality training	Training report	July 2012
Number of participants for youth CSO training	Training report	July 2012

OUTPUT 3: Enabling peaceful and secure environment for the electoral process

Activity Result 1 (Atlas Activity ID)	Security for the electoral process	Start Date: July 2010 End Date: July 2012
Purpose	<i>What is the purpose of the activity?</i> Creation of a peaceful and secure environment conducive to the organization of peaceful elections	
Description	<i>Planned actions to produce the activity result.</i> 1. Evaluation of the conflict analysis and analysis of the security element in the electoral process and assisting in preparation of the security plan for the elections	

	<ol style="list-style-type: none"> 2. Training of the Kyrgyz law enforcement officials on providing adequate security during elections while observing the rights of all participants in the electoral process. 3. Early Warning and violence prevention 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Developed security plan for each election	Security report	July 2012
Number of law enforcement officials participated security training	Training report	July 2012
Number of discussions	Designed program	July 2012

OUTPUT 3: Enabling peaceful and secure environment for the electoral process		
Activity Result 2 (Atlas Activity ID)	Management of electoral disputes	Start Date: July 2010 End Date: July 2012
Purpose	<i>What is the purpose of the activity?</i> Creation of a peaceful and secure environment conducive to the organization of peaceful elections	
Description	<i>Planned actions to produce the activity result.</i> <ol style="list-style-type: none"> 1. Training for judges on adjudication of electoral disputes 2. Training for political parties, observers and other stakeholders on accurate submission of electoral complaints. 3. Crisis management plan for elections 	
Quality Criteria <i>how/with what indicators the quality of the activity result will be measured?</i>	Quality Method <i>Means of verification. what method will be used to determine if quality criteria has been met?</i>	Date of Assessment <i>When will the assessment of quality be performed?</i>
Number of judges participated trainings	Number of report	July 2012
Number of participants for political parties trainings	Training report	July 2012
Number of discussions	Developed management plan	July 2012

IX. LEGAL CONTEXT

This document together with the CPAP signed by the Government and UNDP which is incorporated by reference constitute together a Project Document as referred to in the SBAA [or other appropriate governing agreement] and all CPAP provisions apply to this document.

Consistent with the Article III of the Standard Basic Assistance Agreement, the responsibility for the safety and security of the implementing partner and its personnel and property, and of UNDP's property in the implementing partner's custody, rests with the implementing partner.

The implementing partner shall:

- a) put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
- b) assume all risks and liabilities related to the implementing partner's security, and the full implementation of the security plan.

UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of this agreement.

The implementing partner agrees to undertake all reasonable efforts to ensure that none of the UNDP funds received pursuant to the Project Document are used to provide support to individuals

or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via <http://www.un.org/Docs/sc/committees/1267/1267ListEng.htm>. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document”.

X. ANNEXES

Risk Analysis. Use the standard Risk Log template. Please refer to the Deliverable Description of the Risk Log for instructions

Agreements. Any additional agreements, such as cost sharing agreements, project cooperation agreements signed with NGOs² (where the NGO is designated as the “executing entity”) should be attached.

Terms of Reference: TOR for key project personnel should be developed and attached

² For GEF projects, the agreement with any NGO pre-selected to be the main contractor should include the rationale for having pre-selected that NGO.



OFFLINE RISK LOG

(see *Deliverable Description* for the Risk Log regarding its purpose and use)

Project Title: Enhance the capacity of localities in public service delivery		Award ID:		Date: June 2009					
#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
	Return to a general climate of instability	April 2010		P=2 I=5	Economic assistance, political support	Country Office, SRSG	Elections Project	14 May 2010	increasing
	Delays in adopting electoral regulations or decrees	April 2010	Political	P=3 I=4	Legal advice to CEC	Elections Project	Elections Project	14 May 2010	Pending
	Delays or failure in revision of the Voter Registry	May 2010	Organizational / Regulatory		Technical advice to CEC	Elections project	Elections Project	14 May 2010	Decision pending
	-- Before Referendum		Organizational / Regulatory	P=3 I=2	"				
	-- Before Parliamentary elections			P=2 I=4	"				
	Non-respect of				International community's coordinated response to	Country Office, Elections		14 May 2010	Pending

established electoral calendar	April 2010	<p>Operational</p> <p>Environmental Financial Operational Organizational Political Regulatory Strategic Other</p>	<p>P=2 I=5</p> <p>Enter probability on a scale from 1 (low) to 5 (high) P =</p> <p>Enter impact on a scale from 1 (low) to 5 (high) I =</p>	crisis	Project	Elections Project		
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