

**Draft**

**United Nations Development Programme  
Country: Kyrgyzstan**

**Annual Work Plan (April 2021 – March 2022)**

<b>Project Title:</b>	Integrating inclusive, people-centered and human rights-based approach frameworks into national legal, justice and post constitution-making processes
<b>Expected UNDAF/CP Outcome(s):</b>	<i>By 2022, institutions at all levels are more accountable and inclusive ensuring justice, human rights, gender equality and sustainable peace for all (Priority 2 - UNDAF 2018-2022);</i>
<b>Expected CPD Output(s):</b>	<i>Justice system and institutions enabled to uphold rule of law, promote and protect Human Rights, and improve access to justice of vulnerable population groups, especially women, youth, minorities and persons with disabilities (Output 2.2, UNDP Country Project Document 2018-2022);</i>
<b>Expected Project Output(s):</b> <i>(Those that will result from the project and exited from the CPAP)</i>	Output 1: International human rights, rule of law and due process of law standards, including on justice for business and business & human rights, are integrated into the national legal and justice reform agenda Output 2: More inclusive civic space, public access to information and participation are promoted into legal reform processes, with stronger focus on youth, women, PWDs, and sub-national level's engagement
<b>Implementing Partner:</b>	United Nations Development Programme
<b>Responsible Parties:</b>	Office of the President, Office of the Government, Ministry of Justice, Ministry of Internal Affairs, General Prosecutor Office, Supreme Court, Chamber of Commerce and Industry, Institute of Business Ombudsman, Jogorku Kenesh, Business Council under of Speaker's Office, Kyrgyz Republic Akyikatchy (Ombudsman), Trade Unions, Civil Society Organizations and Human Rights Defenders, Private Sector

**BRIEF DESCRIPTION**

Overall, the Project intends to develop and integrate inclusive, people-centered and human rights-based approach frameworks into national legal, justice and post constitution-making processes. The intervention has been conceptualized around achieving progress in the following: International human rights, rule of law and due process of law standards, including on justice for business and business & human rights, are integrated into the national legal and justice reform agenda; More inclusive civic space, public access to information and participation are promoted into legal reform processes, with stronger focus on youth, women, PWDs, and sub-national level's engagement.


Total budget of the project is **USD 350,000.00** for the period from April 2021 – March 2022.

Programme Period:	<u>2021 - 2022</u>	<b>Total AWP Budget:</b>	<b>USD 350,000.00</b>
Key Result Area (Strategic Plan):	Democratic Governance		
Atlas Award ID:	00121517	Global UNDP Rule of Law Programme	
Atlas Project ID:	00117223	Total resources required:	USD 350,000.00
Start Date:	April 2021	Total allocated resources:	USD 350,000.00
End Date :	March 2022		

PAC Meeting Date: \_\_\_\_\_

Management Arrangements: DIM

Approved by UNDP:  
Mr. Tomica Paovic  
a.i. UNDP Deputy Resident Representative

  
Signature: \_\_\_\_\_  
Date: 30-Apr-2021

**Project Title and IDs:** Integrating Inclusive, People-Centered And Human Rights-Based Approach Frameworks Into National Legal, Justice And Post Constitution-Making Processes;  
Award ID 00121517; Project ID: 00117223

ANNUAL WORK PLAN APRIL 2021 – MARCH 2022

EXPECTED OUTPUTS <i>And baseline, indicators including annual targets</i>	PLANNED ACTIVITIES <i>List activity results and associated actions</i>	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET			
		Q2 2021	Q3 2021	Q4 2021	Q1 2022		Funding Source	Budget Description	Amount 2021	Amount 2022
<b>Output 1: International human rights, rule of law and due process of law standards, including on justice for business and business &amp; human rights, are integrated into the national legal and justice reform agenda</b> <i>Baseline:</i> fragmented justice and legal reform processes; no regular coordination meetings of legal reform groups and inter-ministerial task force to assess legal reform progress; need to conduct comprehensive legal inventory to promote legal harmonization and alignment with new	<b>Output 1.1: Strengthening legal reform coordination, monitoring and legislative harmonization</b>									
	<b>1.1.1 Coordination mechanisms meets regularly to assess progress of legal reform and develop actions</b> Working meetings of legal reform groups and other national coordination mechanisms	x	x	x	x	OP, Legal Reform Coordination Groups, MOJ		Venue, transportation costs, stationery interpretation services,	9,000	1,000
	<b>1.1.2 Legal analysis and inventory conducted</b> Provide technical expertise to MOJ and OP to conduct inventory and revise legislation as per decree/ Technical expertise provided for integrating international best practices, due process of law and human rights-based approach frameworks into national legal reform processes	x	x	x	x	OP, Coordination Groups, MOJ, UNDP		Consultation meetings, consultancy services, travel	15,500	1,000

<p>constitution; lack of proper monitoring and evaluation of impact and implementation of legal reform; limited space for public engagement in the rule of law sector and for public monitoring and participation of “interest” groups such as the business community in the legal reform processes; perceived inconsistent and illegal practices by law enforcement and justice agencies against business; lack of knowledge and national narrative on UNGP</p> <p><b><i>Indicators &amp; Targets:</i></b>  <i># of internal technical meetings held by national coordination mechanisms (Legal Reform Coordination Groups, Judicial Coordination Council, etc.) on justice sector reform – Bi-Monthly meetings of LRCG and coordination mechanisms held;</i>  <i># of regulations and by-laws developed and adopted by Government for legal harmonization and/or implementation -</i>  <i>Depending on results of legal inventory &amp; analysis;</i>  <i># of law enforcement and judicial officers trained on relevant legislation related to business &amp; economic crimes – Depending on results of legal analysis;</i></p>	<p><b>1.1.3 Support thematic coordination platforms on legal reform issues</b>  Provide technical expertise and working meetings for discussion on specific legal and reform’s issues and international best practices, due process of law and human rights-based approach frameworks</p>	x	x	x	x	OP, Coordination Groups, MOJ, UNDP, CSOs, DPs	Venue, stationery, interpretation services	8,000	1,500
	<p><b>1.1.4 National and international expert support in legislative harmonization</b>  Revision of laws and development of by-laws and regulations to promote the operationalization of new codes and/or the alignment and further harmonization between adopted laws and codes and national normative framework</p>	x	x	x	x	OP, MOJ, UNDP, Legal Reform Groups, CSOs	Consultancy services, consultation meetings, Venue, stationery, interpretation services	10,000	
	<p><b>1.1.5 Monitoring and legislative advocacy support</b>  Supporting the Parliamentary Committees and/or other relevant state institutions and stakeholders to monitor implementation of the legal reform process and promote media campaigns on draft laws, holding parliamentary hearings, roundtables, using other innovative methods to promote legislative initiatives</p>	x	x	x	x	OP, Coordination Groups, MOJ, UNDP, Jogorku Kenesh	Consultancy services, consultation meetings	10,000	2,000
	<b>Sub - Total for Output 1.1</b>								<b>52,500.00</b>
<b>Output 1.2: Enhancing national standards and practices with regard to business, including economic crimes, justice for business, business &amp; human rights</b>									
<p><b>1.2.1 Baseline assessment and research on economic crimes, justice for business, justice and human rights practices</b>  Conduct baseline assessment &amp; research in the practice area of judicial/law enforcement and business, justice for business, business and human rights</p>	x	x				Legal Reform Groups, UNDP, GPO, CSOs and business community	Consultancy services, consultation meetings, dissemination	10,000	

<p><i># of baseline assessment, research and analysis on justice &amp; business issues – # of capacity building and information events held on business &amp; human rights – Awareness conducted, including trainings and seminar for stakeholders as agreed with partners, including Ombudsman</i></p> <p><i>Related CP outcome:</i> Justice system and institutions enabled to uphold rule of law, promote and protect Human Rights, and improve access to justice of vulnerable population groups, especially women, youth, minorities and persons with disabilities (Output 2.2, UNDP Country Project Document 2018-2022)</p>	<p><b>1.2.2 Legal analysis and integrate international best practices and frameworks for a human rights-based approach related to business into national framework</b> Provide expertise for legal analysis in the practice area of judicial/law enforcement and business, justice for business, business and human rights, including national policies and regulatory framework, as well as challenges and opportunities that exist for creating just and favourable justice and judicial environment for business, as well as for promoting responsible business practices in respect with human rights</p>	x	x	x		Legal Reform Groups, UNDP, GPO, MIA, OP, CSOs and business community	Consultancy services, consultation meetings, dissemination	10,000	
	<p><b>1.2.3 Technical support to law enforcement and judicial officials to improve their skills on business-related laws, policies, regulations, and practices</b> Provide technical expertise, including as needed training and guidelines, to law enforcement, legal aid and judicial actors to improve their skills on economic crimes and business-related laws, policies, regulations and practices</p>	x	x			Legal Reform Groups, UNDP, MIA, Supreme Court, GPO, OP	Training costs	16,500	1,500
	<p><b>1.2.4 Technical support to businesses associations and corporate lawyers to improve grievance mechanisms and grievance systems</b> Working with businesses and legal aid providers to improve grievance mechanisms and complaint systems leading to greater access to justice and effective remedies</p>		x	x	x	Business representatives, legal aid providers, Bar Association	Consultancy services, consultation meetings	10,000	


	<p><b>1.2.5 Raise awareness and build knowledge and capacity of national institutions, ombudspersons, CSOs, including human rights defenders, public and private sector on responsible business practices and human rights</b></p> <p>Raising awareness and building knowledge &amp; capacities of national institutions, the Ombudsman, CSOs, including human rights defenders, the public and private sector on responsible business practices &amp; human rights, due diligence, including the 2011 Guiding Principles.</p>		x	x	x	Legal Reform Groups, UNDP, OP, Ombudsman, CSOs and business community	Consultancy services, consultation meetings, RBEC support	10,000		
	<p><b>1.2.6 Strengthen public discussions and coordination platforms between the private sector, business, human rights defenders, and government on the rule of law and human rights in the business sector</b></p> <p>Strengthen public debates and coordination platforms among the legal reform and coordination mechanisms, state institutions, business community, human rights networks and Government in regard to rule of law and business issues, economic crimes, human rights in the business sector</p>	x	x	x	Legal Reform Groups, UNDP, OP, Ombudsman, CSOs and business community	Consultancy services, consultation meetings, RBEC support	12,000	1,000		
<b>Sub - Total for Output 1.2</b>								<b>68,500</b>	<b>2,500</b>	
<b>Sub-Total for Output 1</b>								<b>121,000,000</b>	<b>8,000</b>	
<b>GMS 8%</b>								<b>9,680.00</b>	<b>640</b>	
<b>Total for Output 1</b>								<b>130,680.00</b>	<b>8,640</b>	
<b>Output 2: More inclusive civic space, public access</b>	<b>Output 2.1: More inclusive civic space, public access to information and participation are promoted into legal reform processes, with stronger focus on youth, women, PWDs, and sub-national level's engagement</b>									

<p><b>to information and participation are promoted into legal reform processes, with stronger focus on youth, women, PWDs, and sub-national level's engagement</b></p> <p><i>Baseline:</i> fragile and shrinking civic space, including for public monitoring and participation in justice reform and constitution-making processes; lack of comprehensive civic education on “rule of law culture”, including public legal and human rights information campaign on the novelties of the legal and judicial reform</p> <p><i>Indicators &amp; Targets:</i></p> <p><i># of public information events held to educate the public on legal and judicial reform, rule of law &amp; human rights issues - Public information strategy developed; media events, seminar, etc. developed on regular basis to increase public access to legal information; # of capacity building initiatives for CSOs – As needed after needs assessment; # of technical meetings held coordination mechanisms, platforms, etc. with CSOs on justice sector reform – at least 4</i></p>	<p><b>2.1.1 Support to establish public monitoring platforms of legal reform processes</b></p> <p>Partnership with civil society, including Civil Society Monitoring platform, is established, to carry out monitoring activities of legal reform, to carry out political economy analysis, to coordinate legal assessments, advocacy and engagement with state institutions and legal reform mechanisms</p>	x	x	x	x	Legal Reform Groups, CSOs, universities, legal clinics, bar association, MoJ	CSOs grants, monitoring costs, travel	35,000	2,000
	<p><b>2.1.2 Public information campaign developed and implemented to increase legal information and promote a stronger rule of law culture across the country, including in partnership with youth organizations, high schools, universities</b></p> <p>This will include 1) increase the capacity and engagement of legal clinics into youth peer-to peer advocacy on the rule of law and human rights issue; 2) civic education with focus on youth with high schools and universities; 3) Wide informational and advocacy campaign on rule of law/human rights/ with application innovative media solutions</p>	x	x	x		Legal Reform Groups, CSOs, universities, legal clinics, MOJ, MOE	CSOs grants, I&C materials costs	52,000	3,000
	<p><b>2.1.3 Capacity building and institutional strengthening of CSO with focus on legal and justice reform, rule of law and human rights</b></p>	x	x	x	x	CSOs, Legal Reform Groups	CSO grants, training costs	21,000	
	<p><b>2.1.4 Support to Ministry of Justice in revision of the Concept on increasing the legal awareness for 2021-2025</b></p>	x	x	x	x	MOJ, CSOs	Technical meetings, consultancy services	20,000	
<b>Sub-Total for Output 2</b>								<b>128,000</b>	<b>5,000</b>
<b>GMS 8%</b>								<b>10,240.00</b>	<b>400</b>

<b>Total for Output 1</b>										<b>138,240.00</b>	<b>5,400</b>
<b>Project Management and Administrative costs</b>	International Chief Technical Advisor (15%)		x	x	x	UNDP	RBEC	Payroll	25,714.50	8,571.50	
	Programme Associate (10%)		x	x	x	UNDP	RBEC	Payroll	2,571.00	857.00	
	Administrative -Finance Assistant (10%)		x	x	x	UNDP	RBEC	Payroll	1,365.00	455.00	
	Monitoring & Evaluation		x	x	x	UNDP	RBEC	Travel costs	6,000.00	2,000.00	
	Office rent/Office maintenance (utilities, cleaning)		x	x	x	UNDP	RBEC	Subcontract	3,780.06	1,260.01	
	Communications (Internet, land/mobile)		x	x	x	UNDP	RBEC	Subcontract	2,250.00	750.00	
	Office supplies/IT equipment maintenance/vehicle fuel		x	x	x	UNDP	RBEC	Subcontract	2,250.00	750.00	
	Security costs		x	x	x	UNDP	RBEC	Subcontract	2,625.00	875.00	
	<b>Sub-Total for Administration</b>								<b>46,555.56</b>	<b>15,518.51</b>	
	<b>GMS 8%</b>								<b>3,724.44</b>	<b>1,241.49</b>	
	<b>Total for Project management and administration</b>								<b>50,280.00</b>	<b>16,760.00</b>	
<b>TOTAL AWP 2021-2022</b>										<b>319,200.00</b>	<b>30,800.00</b>

Approved by UNDP:

Mr. Tomica Paovic  
UNDP Deputy Resident Representative

Signature:  Date: 30-Apr-2021

### Monitoring plan

**Project Title and IDs:** Integrating Inclusive, People-Centered And Human Rights-Based Approach Frameworks Into National Legal, Justice And Post Constitution-Making Processes;  
Award ID 0012517; Project ID: 00117223

Monitoring Activity	Purpose	Frequency	Expected Action	Responsible party
<b>Track results progress</b>	Progress data against the results indicators will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Quarterly, or in the frequency required for each indicator.	Slower than expected progress will be addressed by project management.	Project coordinator and team
<b>Monitor and Manage Risk</b>	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.	Project coordinator and team
<b>Learn</b>	Knowledge, good practices and lessons will be captured regularly through IPs' and partners' monitoring, as well as actively sourced from other projects and partners and integrated back into the project, including official and administrative data on performance of criminal justice sector. A number of modules for legal training will be developed.	At least annually	Relevant lessons are captured by the project team and used to inform management decisions.	Project coordinator and team
<b>Annual Project Quality Assurance</b>	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.	Project coordinator and team
<b>Review and Make Course Corrections</b>	Internal review of data and evidence from all monitoring actions to inform decision making.	At least annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.	Project coordinator and team
<b>Project Report</b>	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-	Annually, and at the end of the project (final report)		Project coordinator and team



	defined annual targets at the output level, the annual project quality rating summary, an updated risk long with mitigation measures, and any evaluation or review reports prepared over the period.			
<b>Project Review (Project Board)</b>	The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.	Once a year	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.	Project coordinator and team
<b>Strategic plan and IPs progress reports, assessments, publications and research</b>	Developed strategic plans and partners' reports will be provided as a tool to assess performance and achievement of intended results. Minutes of meetings of the Expert Working group, as well as other supported coordination mechanisms will be shared on regular basis. A number of research and baseline assessments will be commissioned to monitor the implementation of the justice reform.	Quarterly	Slower than expected progress will be addressed by project management.	Project coordinator and team

### Communications Plan

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#	What	Who	When	Target audiences	Source of funding	Resources USD	Product (evaluation criteria)
1.	Public information campaign developed and implemented to increase legal information and promote a stronger rule of law culture across the country, including in partnership with youth organizations, high schools, universities	UNDP	10 Months	General public	UNDP	55000	Post publication reviews
2.	Supporting the Parliamentary Committees and/or other relevant state institutions and stakeholders to monitor implementation of the legal reform process and promote media campaigns on draft laws, holding parliamentary hearings, roundtables, using other innovative methods to promote legislative initiatives	UNDP	8 Months	General public and Parliament	UNDP	12000	#of press releases published on parliament's website #of press releases published in local media # of articles and releases posted on kg.undp.org in three languages
3.	Capacity building activities with law enforcement and judicial officials to improve their skills on business-related laws, policies, regulations, and practices	UNDP	Within 1 year	General public and Government	UNDP	18,000	Post publication reviews
4.	Capacity building activities with national institutions, the Ombudsman, CSOs, including human rights defenders, the public and private sector on responsible business practices & human rights	UNDP	Within 1 year	General public and Ombudsman	UNDP	10,000	Post publication reviews
5.	Strengthen public debates and coordination platforms among the legal reform and coordination mechanisms, state institutions, business community, human rights networks and Government in regard to rule of law and	UNDP	Within 1 year	General public and Government	UNDP	13,000	Post publication reviews

	business issues, economic crimes, human rights in the business sector						
6.	Support to Ministry of Justice in revision of the Concept on increasing the legal awareness for 2021-2025	UNDP	Within 1 year	General public and MoJ	UNDP	20,000	Post publication reviews, Revised concept

### GENDER PLAN

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Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
<b>Capacity-building activities, which includes gender dimension (gender balance in the composition of participants, etc.)</b>							
Gender balanced composition of a events participants and special information materials related to gender related issues	Activity 1.2.3 Technical support to law enforcement and judicial officials to improve their skills on business-related laws, policies, regulations, and practices	X	X			UNDP	18,000
	Activity 1.2.4 Technical support to businesses associations and corporate lawyers to improve grievance mechanisms and grievance systems		X	X	X	UNDP	10,000
	Activity 1.2.5 Raise awareness and build knowledge and capacity of national institutions, ombudspersons, CSOs, including human rights defenders, public and private sector on responsible business practices and human rights		X	X	X	UNDP	10,000
	Activity 1.2.6 Strengthen public discussions and coordination platforms between the private sector, business, human rights defenders, and government on the rule of law and human rights in the business sector	X	X	X	X	UNDP	13,000
	Activity 2.1.2 Public information campaign developed and implemented to increase legal information and promote a stronger rule of law culture across the country, including in partnership with youth organizations, high schools, universities	X	X	X		UNDP	55,000
	Activity 2.1.3 Capacity building and institutional strengthening of CSO with focus on legal and justice reform, rule of law and human rights	X	X	X	X	UNDP	21,000
<b>Development of analytical, strategic and legal documents, which includes gender dimension (the conclusions and recommendations, gender disaggregated indicators, etc.)</b>							

Expected Products	Key Activities	Quarters				Source of funding	Budget
		I	II	III	IV		
Integration gender perspective into developed documents and Selection Procedures, including criteria, evaluation scorecards and process steps for the open transparent selection of the locations	Activity 1.1.2 Legal analysis and inventory and revise legislation conducted	X	X	X	X	UNDP	16,500
	Activity 1.1.4 National and international expert support in legislative harmonization	X	X	X	X	UNDP	10,000
	Activity 1.2.1 Baseline assessment and research on economic crimes, justice for business, justice and human rights practices	X	X			UNDP	10,000
	Activity 1.2.2 Legal analysis and integrate international best practices and frameworks for a human rights-based approach related to business into national framework	X	X	X		UNDP	10,000
<b>Total for actions with gender dimension</b>							<b>173. 500</b>
<b>Total budget of the project</b>							<b>350,000</b>
<b>% for gender</b>							<b>49,43</b>