



Government of Lao PDR



Lao PDR

**National GPAR Programme Secretariat Support
Project (GPAR NGPS)**

(UNDP- 00081709)

QUARTERLY PROGRESS REPORT: Q1 2012

APRIL 10, 2012

I. PROJECT INFORMATION AND RESOURCES

Project ID and title:	NGPAR Programme Secretariat Support Project GPAR NGPS-00081709. Award: 00065088
Executing Agency:	Ministry of Home Affairs
Collaborating Ministries/ Government agencies:	
Project duration:	February 3, 2012 - December 31, 2015

Period covered by report:	February 3, 2012 - March 31, 2012
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Total Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
	1,195,000	1,195,000

Resources	Donor	Amount (US\$)
		United Nations Dev. Programme
	Swiss Agency for Dev. Cooperation	385,000
	Government (parallel)	10,000

Summary of expenditure for period covered by report	Amount (US\$)	
	Budget for Q1: 2012	40,869
	Expenditure in Q1: 2012	31,406
	Delivery Rate %	77%

Project Performance and Results

Overview

National GPAR Programme Support Project was officially launched on 03 February 2012. This project aims to strengthen the capacity of public administration to deliver efficient, effective and accountable services to citizens through high level oversight and leadership, strategic management and support to all components of the national GPAR Programme in Lao PDR. This project is being implemented in alignment with other projects of the National GPAR Programme. The National GPAR Programme Secretariat enables the Ministry of Home Affairs in supporting the coordination and in implementing relevant component of the Strategic Plan on Governance (2011-20) of the Govt. of Lao PDR. The desired results by the end of this project is that effective high level oversight of Strategic Plan on Governance provides clear policy direction, with the National GPAR programme well coordinated and monitored across all programme clusters; and development assistance to the GPAR Programme is well coordinated and sufficient resources committed to support implementation of the different programme components.

The three outputs of the project are:

1. High level institutional mechanisms to provide oversight and coordination across the Governance sector established
2. Strengthening capacity in MoHA to effectively coordinate and monitor the implementation of the GPAR programme and related activities
3. Coordination of development partner assistance through the Governance Sector Working Group, and resource mobilization to support programme implementation

Overview of activities during period

The project had a limited set of activities to be carried out during this initial period. The main activities are listed below:

Programme Management Initiatives

1. High level institutional mechanisms:
 - The National Leading Committee for the National GPAR Programme was approved by the Prime Minister. The Terms of Reference was drafted and revised, and is ready for discussion and approval.
 - The nominations for the National GPAR Programme Board have been prepared, and are being circulated for approval by the Leading Committee for the National GPAR Programme.
2. Institutional Capacity in MoHA for Programme management:
 - Steps for recruiting the initial national staff team for the project were completed. The team is now in place to implement the project.
 - The Programme Management arrangements have been drafted and are being discussed in MoHA.
 - The agreements with the Swiss Agency for Development Cooperation and UNDP Korea MDG Trust Fund have been completed.
3. Governance Sector Working Group:
 - The draft Annual Work Plan for the Governance Sector Working Group for 2012 was prepared.
 - Feedback was provided on generic Terms of Reference for Sector Working Groups

Workshops and meetings

4. Preparations for Pre-Inception Workshop
Preparations were completed for the Pre-Inception Workshop of the programme, to ensure good understanding among the implementing departments. This Workshop will take place on April 9, 2012.

5. Workshop in Luang Namtha on possible GPAR collaboration with UNICEF
Preparations were completed for GPAR participation in a workshop at Luang Namtha for discussing modalities and scope of partnership to implement the programme in the province in collaboration with UNICEF. This Workshop will take place from April 2 to 4, 2012.

Project Management

6. Recruitment of staff:
The recruitment of the new staff for the NPAR Secretariat Project took place during the quarter. Recruitment to all key positions has been completed.

PROJECT PERFORMANCE

Outputs	Budget for Q1 2012	Expenditure Jan - Mar 2012	Update on activities during Q1: 2012	Reasons for delay and constraints
1. High level institutional mechanisms to provide oversight and coordination across the Governance sector established	2,000	0	<ul style="list-style-type: none"> • National Leading Committee of the NPAR Programme established • Terms of Reference drafted for high level institutions 	<ul style="list-style-type: none"> • First meeting of Leading Committee deferred
2. Strengthening capacity in MoHA to effectively coordinate and monitor the implementation of the GPAR programme and related activities	35,187	28,721	<ul style="list-style-type: none"> • Recruitment of initial national staff team • Programme Management arrangements drafted; being discussed • Agreements with SDC and UNDP Korea MDG Trust Fund completed 	<ul style="list-style-type: none"> • Pre-inception workshop was deferred to Q2
3. Coordination of development partner assistance through the Governance Sector Working Group, and resource mobilization to support programme implementation	3,682	2,685	<ul style="list-style-type: none"> • Draft of Annual Work Plan for Gov. Sector Working Group for 2012 • Feedback generic Terms of Reference for Sector Working Groups 	<ul style="list-style-type: none"> • Training to support capacity building in the GSWG Secretariat was cancelled
Total	40,869	31,406		

NATIONAL GPAR PROGRAMME SUPPORT PROJECT: COMMUNICATION AND MONITORING PLAN/REPORT 2012 p1

Project Title: National GPAR Programme Support Project		Award ID: 00065088	Date: 10/01/2012		
Type of Action	Stakeholders	Method of communication	Due by	Completed on	Status
Annual Work Plan and Budget: 2012	UNDP and SDC	Report	01/03/12	16/02/12	Completed
Work plan and FACE form: Q1-2012	UNDP	Report	01/03/12	20/02/12	Completed
Quarterly Progress Report for Q1-2011, including logs	UNDP and SDC	Report	10/04/12	10/04/12	Completed
Work plan and FACE form: Q2-2012	UNDP	Report	10/04/12	10/04/12	Completed
Quarterly Progress Report for Q1-2012, including logs	UNDP and SDC	Report	10/04/12	10/04/12	Completed
Quarterly Progress Report for Q2-2012, including logs	UNDP and SDC	Report	10/07/12		
Work plan and FACE form: Q2-2012	UNDP	Report	10/04/12		
Project Inception Report	UNDP and SDC	Report	10/07/12		
Quarterly Progress Report for Q3-2012, including logs	UNDP and SDC	Report	10/07/12		
Work plan and FACE form: Q3-2012	UNDP	Report	10/07/12		
Quarterly Progress Report for Q4-2012, including logs	UNDP and SDC	Report	10/10/12		
Work plan and FACE form: Q4-2012	UNDP	Report	10/10/12		
Annual Report 2012	UNDP and SDC	Report	31/12/12		
Annual Work Plan 2013	UNDP and SDC	Report	31/12/12		

NATIONAL GPAR PROGRAMME SUPPORT PROJECT: RISK LOG - 2012 p1

Project Title: National GPAR PROGRAMME Support Project		Award ID: 00065088		Date: 10/04/2012					
#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mgmt. response	Owner	Submitted/ updated by	Last Update	Status
1	Outputs requiring Govt. actions as pre-conditions may be delayed	15/03/12	Strategic	Project outputs not achieved as per target dates P=2; I=3; PXI=6	Multi-Stakeholder Programme Board guidance to initiate dialogue with relevant Government offices	Programme Manager	Programme Manager	31/03/2012	No change
2	Stakeholder coordination to set up targets and enable reporting may need time to be developed	15/03/12	Strategic	Output related to sector coordination may not be fully realized during the first year P=3; I=3; PXI=9	Early discussions with stakeholders to prepare targets and discuss formats for reporting	Programme Manager	Programme Manager	31/03/2012	No change
3	MoHA officials may be transferred after they are trained	15/03/12	Operational	Key activities will be delayed till replacements are trained P=3; I=3; PXI=9	Training teams instead of particular officials to ensure continuity	Programme Manager	Programme Manager	31/03/2012	No change
4	GEF funds may be delivered through a parallel project	30/03/12	Strategic	NIPAR Programme framework will be basically altered P=5; I=2; PXI=10	Discussions with MoNRE and UNDP initiated to develop suitable framework	Programme Manager	Programme Manager	31/03/2012	No change

NATIONAL GPAR PROGRAMME SUPPORT PROJECT: ISSUES LOG - 2012 p1

Project Title:		National GPAR Programme Support Project			Award ID:	00065088		Date:	01/04/2012	
#	Description	Date Identified	Type	Priority (P) & Impact (I)	Countermeasures / Mgmt. response	Owner	Status change	Last update	Current status	
1.	Delay in nomination of members the Programme Board	15/03/12	Problem	Key activity involving leadership for the Programme P=5; I=3; PXI=15	Discussions initiated by Ministry of Home Affairs	Project Manager	No Change	31/03/12	No change	
2.	Delay in finalizing Work Plan of Sector Working Group	15/03/12	Problem	Key activity for the sector P=5; I=3; PXI=15	Draft work plan being discussed with Co-Chairs	Project Manager	No Change	31/03/12	No change	

NATIONAL GPAR PROGRAMME SUPPORT PROJECT: LESSONS LEARNED LOG p1

Lesson ID	Date logged	Type	Description	Recommendation
01	30/03/12	Positive	Programme framework allows for several implementation mechanisms to operate in parallel enabling good alignment	<ul style="list-style-type: none"> Documentation of various options that can be shared with potential partners



Certified by:

Nisith Keopanya, Programme Manager,
National GPAR Programme Secretariat Support Project

Date: April 10, 2012