

Back to Office Report

Visit Date : 10th and 11th of January, 2018
Venue : Chief Secretary's office, North Western Provincial Council, Kurunagala
Mission Members : D.G.Buddhika Udayajith, R.Dhanaraj, Prishantha Welathanthri

Purpose/Objectives of the field visit:

The objective of the visit was to present UNDP proposed activities of the EU ICSP programme to be implemented in North Western provincial council and discuss the requirement of provincial institutions before finalizing the letter of agreement with UNDP and north western provincial council.

Date	Time	Description
10/01/2018	07.00 AM	Leaving to Kurunagala , North Western Provincial Council
	10.00 AM-01.00 PM	Meeting with DCS training and personnel, NW province, introduction of reporting formats, baseline data collection
	02.00 PM-05.00 PM	Steering Committee meeting with the leadership of chief secretary, North Western Province. Relevant departments will present their progress
	Night Stay in Kurunagala	
11/01/2018	09.00 AM-11.00 AM	Meeting with DCS Planning, NW province, introduction of reporting formats, baseline data collection
	11.00 AM-01.30 PM	Meeting with Revenue Department , introduction of reporting formats, baseline data collection
	02.00 PM- 03.00 PM	Meeting with Commissioner, Local Government to discuss progress of the citizens charter
	03.00 PM	Leaving Back to Colombo

Meeting with Uva Provincial Council.

Venue : Meeting Room, Chief Secretary's office, North Western Provincial Council
Date and Time : 24.04.2017 at 2.00 PM
Participants: Mr. P.B.M.Sirisena, Chief Secretary, North Western Provincial Council, all Provincial ministry secretaries, Mr. K.A.Nandasiri DCS- Planning, DCS- Training, Director- MDTU, Commissioner- Revenue department, Commissioner, Local

Government, Director Planning, Provincial Director, Agriculture, Mr. Sisira AD-Planning, all heads of the provincial institutions, Mr. Buddhika -UNDP, Mr. Dhanaraj -UNDP

Discussion and Observations

Mr. P.B.M. Sirisena, Chief Secretary welcomed all participants and explained the objective of the meeting. Then he invited UNDP officers to present the description of proposed activities.

Presentation Topics by UNDP

- Overview of UNDP Country Programme
- Present project locations
- Special focus
- Objectives of Catalytic Support to Peacebuilding in Sri Lanka project
- Outputs
- Activities
- Proposed interventions
- Process of Provincial Development Plan

After UNDP presentation, Provincial planning secretariat did a presentation on Improving the Process of Service Delivery of Provincial Planning and Monitoring Division

Main Functions carried out by Provincial Planning and Monitoring Division

- Preparation of provincial investment plan based on national policies, guidelines of finance commission and resource potential of the province
- Monitoring and evaluation of development projects
- Preparation of annual investment plan based on annual grant provided
- Identification of special projects based on the development priorities, preparation of project proposals and submission to relevant funding agencies
- Collection, analysis, assessment and publication of data and information required for planning process
- Coordination of development related activities between provincial ministries and national institutes (Finance commission, National Planning and other Line Ministries)
- Providing necessary guidance to the political authority in policy planning and implementation
- Research and surveys

Identified processes that should be further improved

- Identification of development priorities
- Process of monitoring and evaluation and impact assessment
- The process of data collection and analysis
- Research and other required surveys
- Use of IT and modern technology to increase the efficiency and effectiveness of service delivery

Suggestions to improve the existing processes

- Structural modifications
- Establishment of IT based systems to improve the service delivery process
- Strengthening the process of data collection and data analysis

- Establishment of a research unit
- Training and capacity development of the officers
- Performance based evaluation system for the government officers
- Physical improvement of office environment

	Planning	Monitoring & Evaluation	Research & Development
Expected outcome	-High beneficiary satisfaction -Fair distribution of benefits among all segments of the society -Increased contribution to provincial GDP -Achievement of macro economic targets	-High beneficiary satisfaction	-High beneficiary satisfaction
output	-Vision oriented integrated planning process - Capacitated organizational structure	-High quality output -Efficient M&E mechanism	-Increased economy of resource use -Well developed data bases and softwares
Broad activities	-Identification of problems through participatory approach -IT based system development -Knowledge sharing -Training and capacity development -Establishment of linkages between national & sub national level	-Development of indicators to measure the quality of output -Conducting field surveys on beneficiary satisfaction towards development projects -Supervision of development projects systematically -Training and capacity development	-Formation of new rules and regulations and make amendments to the existing rules and regulations -Obtaining assistance from research institutes / universities -Scientific approach for data collection - Training and capacity development

department of agriculture, department of local governance, department of animal production and health also did comprehensive presentation on their proposed interventions.

Follow-up actions

LOA with the north western provincial council will be prepared based on the proposed interventions of the relevant institutions. Draft LOA will be shared with chief secretary and head of the relevant institutions prior to finalize in order to get their concerns.

D.G.Buddhika Udayajith

Name

Project Officer- Result Based Planning

Signature

Title

Date of visit