

Support to Participatory Constitution Building in Nepal (SPCBN)
Award ID: 00049635

Minutes of the Project Board Meeting

Present

Executive: Anne-Isabelle Degryse-Blateau, Country Director, UNDP
Sr. Beneficiary: Manohar Bhattarai, Acting Secretary General,
Parliamentary/CA Secretariat
Sr. Supplier: Ranjit Lama, OIC, Peace Building and Recovery Unit, UNDP
Project Assurance: Kalpana Sarkar, Programme Officer, UNDP
Project Manager: Larry Taman, International Project Manager, SPCBN

Other presence:

Jorn Sorensen, Deputy Country Director
Sakuntala Kadrigamar, Sr. Constitution Building Advisor
Marcus Brand, Consultant on Supporting the Constitution Building Process
Keith Lisle, Senior Consultant for Civil Society Initiative
Christian Clerk, Communication and Outreach Advisor
Nanako Tsukahara, Team Leader of CCD
Kevin Chang, Peace Building and Conflict Transformation Specialist
Minako Manome, Programme Officer
Alankar Khanal, Project Assistant

Date: 29 April, 2009

Agenda Items:

- Introduction
- Review and endorse
 - 1st Quarter Progress Report for 2009
 - Annual Work Plan for 2009 revision -1
 - Second Quarter Work Plan 2009
 - Revised Human Resource Plan for 2009
 - Revised Procurement Plan for 2009
 - Updated Risk Log
 - Expansion of Project Board
 - Endorsement of financial closure of Support to Constitution Building Process in Nepal (SCBP)
 - New allocation of donor funds, reverse entries of expenses and transfer of savings from SCBP to its successor project SPCBN
 - Discussion and Conclusion

The Project Board Meeting was held under the Chair of Ms. Anne-Isabelle Degryse-Blateau, Country Director, UNDP. She opened the meeting by welcoming all participants. The presentation on the 1st quarter Progress Report for 2009 was made by Mr. Larry Taman, Project Manager and is attached as Annex I.

Decisions

1. The meeting reviewed and endorsed the progress made by the project during the 1st quarter in assisting the Government in the area of Constitution Building.

The major highlights are following:

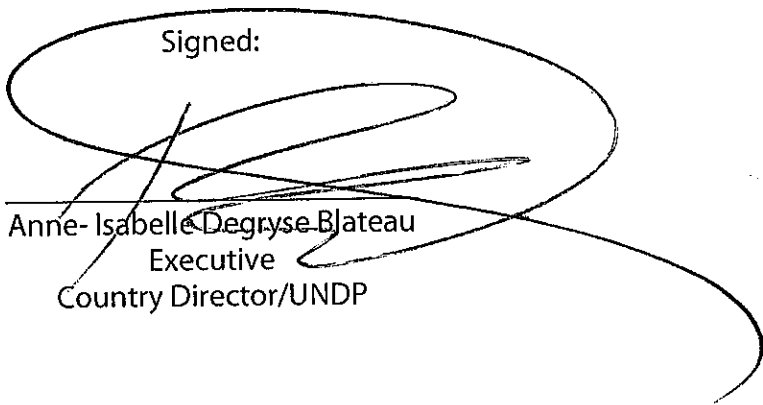
- Refurbished 7 committee rooms, leased 30 vehicles as an interim measure to support public outreach, purchased 30 vehicles for long-term use of the CA
- Trained 7 "Master Trainers" , 42 CA members and 25 members from civil society organizations on 'Communicating with Authority'
- Launched CCD on 19 January 2009
- Received over 3500 visitors, most of them the members of Constituent Assembly (CA) and Civil Society Organizations (CSOs).
- Made available 1300 books on constitutional issues.
- Delivered 16 seminars on key constitution themes such as Constitutional Process, Federalism, Human Rights, Democratic Legislature, Social Inclusion, etc.
- Allocated and delivered to NGO partners 15 small grants totalling \$415,000 to support submissions to the CA on the issues of marginalized people.
- The partners NGOs made their first round of submissions to CA members. In one event, 29 CA members including 9 CA thematic chairs were present while in another the speaker of the Constituent Assembly, Hon'ble Subas Nembang, received the submission from the Madhesi NGO federation
- Broadcast through the BBC World Service Trust/the Association of Community Radio Broadcasters - "ACORAB") 13 episodes of "Sajha Sawal ", a discussion programme on different constitutional issues, in Kantipur television, 65 FM stations and Radio Nepal.
- The BBC-ACORAB initiative won two awards Best non English Language Service - Output and Team of the Year in the prestigious BBC Global Reith Awards in London on 11 March 2009
- Designed and implemented a new coordination procedure for constitutional support from international partners
- Provided coordination services to the project's donors and other partners in constitution building through the "Fortnightly Update", and an improved mapping/database
- The first of the booklet series on the subject of "State and Religion" was released in 8 languages and distributed widely.
- The Project also published 'Dalits of Nepal and a New Constitution', a compilation of documents on the situation of Dalits of Nepal

2. The Annual Work Plan for 2009 Revision-1 and the Second Quarter Work Plan for 2009 were extensively reviewed by the Board and approved. The board also reviewed and approved the revised and additional actions and sub actions in the revised AWP 2009 as per attached Annex 2.
3. The Board also recommended the project to explore the possibility of setting up an International expert roster for possible access by the CA members or other interested political parties, and to explore with potential donors some form of retainer contracts.

4. The Board also reviewed and approved the revised Human Resources and revised Procurement Plans for 2009.
5. Regarding the expansion of the Project Board to include Civil Society representation, the Board suggested that the project explore the best option for the expansion of the project board.
6. The Board approved the financial closure of Support to Constitution Building Process in Nepal project (SCBP).
7. The Board endorsed the new allocation of donor funds from DFID \$ 1,001,431 for 2009 and \$ 1,430,615 for 2010 and British Embassy \$1,005,747 for 2009 which are reflected in the revised AWP for 2009 and 2010. The Board also endorsed to adjust the funding source, activity and account code for expenses already incurred in 2009 based on the new allocation received from DFID and British Embassy as per attached Annex 3. Similarly the Board endorsed to transfer the saving of \$ \$ 7571 under SCBP (which is being closed financially) to its successor project SPCBN.

The Chair thanked the Project for its commendable work and the Board members for their participation.

Signed:



Anne-Isabelle Degryse Blateau
Executive
Country Director/UNDP