



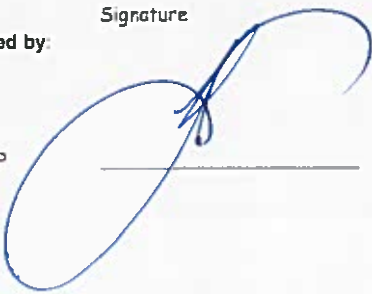
Award ID: 00061320  
 Award Title: Comprehensive Disaster Risk Management Programme (CDRMP)

Donor	Donor Code	Fund	2011	2012	2013	2014	2015	2016	2017	Amount
UNDP	00012	04000	503,391	569,111	658,675	1,437,450	950,000.00	500,000		4,618,627
UNDP	00012	11888		756,425	(201,673)	(554,752)				0
UNDP/BCPR	00012	26931	507,462	944,557	284,454	223,033				1,959,506
UNDP/BCPR	00555	26900	216,138	278,058						494,196
UNDP/BCPR	00231	26930			75,356	105,805	164,743.00	154,096		500,000
DFID	00551	30000	724,681	3,776,944	2,687,096	669,276	480,795.00	67,100		8,405,892
ECHO	00280	30079	735,639	60,630	201,763					998,032
UNISDR	11616	30000	19,447	10,358	48					29,853
KOICA	55013	54392				141,355	942,105.00	915,799		1,999,259
World Bank	00015	30000			455,792	132,522	3,388.00	0.00		591,702
CPR Trust	00012	26931					209,200.00	40,800.00		250,000
Gov Japan	00141	32045						318,654.00		318,654
CBDM China	00551	30000						435,468.00	105,100.00	540,568
Baidu Foundation	12281	30000					960.00	99,040.00		100,000
<b>Total Budget</b>			<b>2,706,758</b>	<b>6,396,083</b>	<b>4,161,511</b>	<b>2,154,689</b>	<b>2,751,191</b>	<b>2,530,957</b>	<b>105,100</b>	<b>20,806,289</b>
Total Budget as per last revision										
Net Increase/Decrease										
Unfunded Programme										
Award Total										

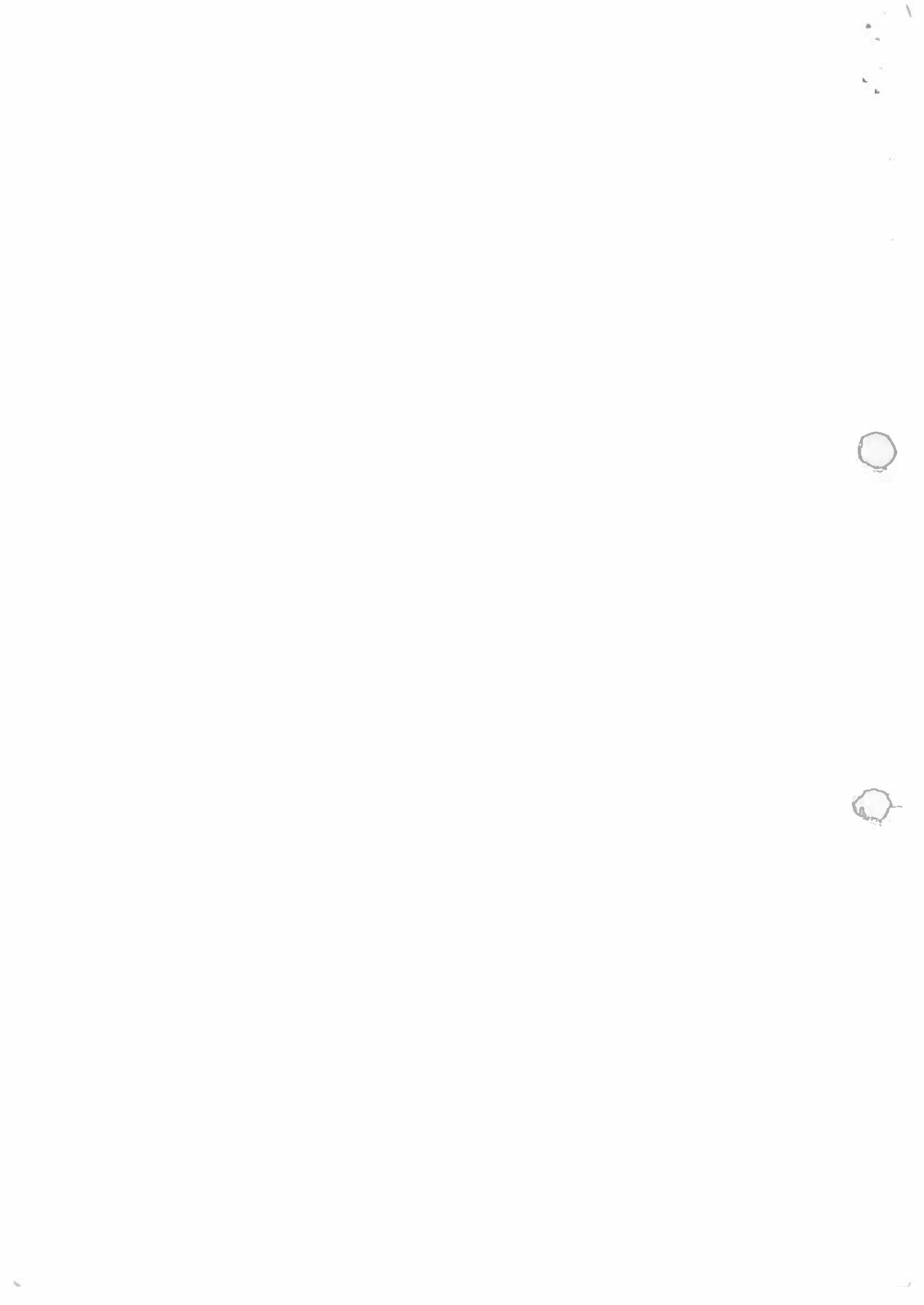
Start Year: Feb 2011  
 Operational Completion date: 31 Dec 2016  
 Financial Completion Date: 31 Dec 2017  
 Implementing Partner: UNDP  
 Revision Type: Substantive Revision - 26

**Brief Description**

The Substantive Revision 26 has been prepared to incorporate the new fund received from Gov Japan and CBDM Asia for 2016. The approved Annual Work plan of 2016 is attached. As per the PEB Decision of CDRMP, the project has been extended to Dec 2016.

Agreed by: \_\_\_\_\_  
 Signature:   
 UNDP

Name/Title  
**Sophie Kemkhadze**  
 Deputy Country Director





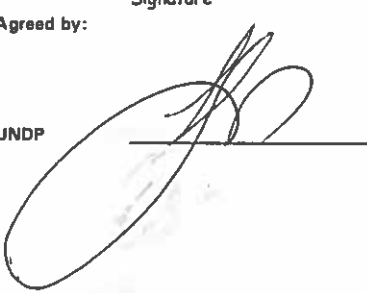
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UNDP	00012	11888		756,425	(201,673)	(594,752)			0
UNDP	00012	11888							-
UNDP/BCPR	00012	26931	507,462	944,557	284,454	223,033			1,959,506
UNDP/BCPR	00555	26900	216,138	278,058	-				494,196
UNDP/BCPR	00231	26930			75,356	105,805	164,743.00	154,096	500,000
DFID	00551	30000	724,681	3,776,944	2,687,096	669,276	480,795.00	67,100	8,405,892
ECHO	00280	30079	735,639	60,630	201,763				998,032
UNISDR	11616	30000	19,447	10,358	48				29,853
KOICA	55013	54392				141,355	942,105.00	915,799	1,999,259
World Bank	00015	30000			455,792	132,522	3,388.00	0.00	591,702
CPR Trust	00012	26931					209,200.00	40,800.00	250,000
Baidu Foundation	12281	30000					50,000.00	50,000.00	100,000
<b>Total Budget</b>			<b>2,706,758</b>	<b>6,396,083</b>	<b>4,161,511</b>	<b>2,154,689</b>	<b>2,800,231.00</b>	<b>1,227,796</b>	<b>19,447,067</b>
<b>Total Budget as per last revision</b>									<b>19,447,067</b>
<b>Net Increase/Decrease</b>									<b>-</b>
<b>Unfunded Programme</b>									<b>-</b>
<b>Award Total</b>									<b>19,447,067</b>

Start Year: Feb 2011  
 Operational Completion date: Dec 2015  
 Financial Completion Date: Dec 2016  
 Implementing Partner: UNDP  
 Revision Type: General Revision - 25

**Brief Description**

The General Revision 25 has been prepared to carry forward unspent budget of KOICA, DFID and Baidu Foundation China by \$ 188,640, \$ 67,100 and \$ 50,000 to 2016.

Signature  
 Agreed by:   
 UNDP

Name/Title  
 Sophie Kemkhadze  
 Deputy Country Director

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# ANNUAL WORK PLAN (DIM)-2016

Project Title: Comprehensive Disaster Risk Management Programme (CDRMP)

Award ID: 00961320

Duration of this plan (start month/year - end month/year): Jan 2016 - Dec 2016

UNDAF/CPAP Outcome: 7. People living in areas vulnerable to climate change and disasters benefit from improved risk management and are more resilient to hazard-related shocks

UNDAF Output:

EXPECTED OUTPUTS (Please include baseline, associated indicators and annual targets)	PLANNED ACTIVITIES (List key activities to be undertaken during the year which will contribute to the respective outputs)	TIMEFRAME				Targets for Planned Activities	Responsible Party	Funding Source (code)	Donor names and codes	Budget Codes	Budget Description	Unit Cost USD	No. of Units	Amount USD	Unfunded Amount USD
		Q1	Q2	Q3	Q4										
CPAP Output 7.1: Government officials at all levels have capacity to lead and implement systems and policies to effectively manage disaster risks and adapt to climate change (Project ID/77652)															
GoN capacity enhanced on institutional and policy through capacity building and sharing of experiences	Provide technical support for conducting study on 2015 EQ (Gorkha) response with MoHA.					Carry out study	TRAC-2015-PO	.04000	71300	IC- 2 persons	12,000				
	Provide Technical support on risk informed planning with NPC consultations meetings for study/review					Carry out study	TRAC-2015-PO	.04000	71300	IC- 1 person	6,900				
	Support to enhance capacity of teachers/trainers of CTEVT for imparting trainings for masons in safe construction practices; to train masons including online roster following skill tests					Ongoing partnership	TRAC	.04000	75700	meetings/consultations	1,000	2,000			
	Carry out landslide hazard assessment in EQ affected districts					Carry out 1 study	CPR TRUST	26931	71400	LOA 2015	40,000	40,000			
Capacities of CTEVT's Trainers (140) enhanced and local masons (200) trained on safe construction in post EQ 2015 scenario <i>Atlas Activity 2</i>	Carry out 1 study					Carry out 1 study	Baidu Foundation	30000	72600	Geo-hazard assessment partnering with TU_MREA -LOA	28,000	1	28,000		
							CPR TRUST	26931	75100	GMS	2,400		2,400		
							Baidu Foundation	30000	72600	GMS	2,240		2,240		
<b>Sub Total Activity Result 1</b>												<b>104,340</b>	<b>0</b>		
Activity Result 7: M&E, Knowledge Management & GESI (ATLAS Activity 7)	Activity 7.1 Support GoN/MoHA mechanism to celebrate EQ Safety day, IDDR					2 events supported	TRAC	.04000	71300	Support for 2 events	1,000	2	2,000.00		
	Activity 7.2 Print documents, Synthesize study/researches carried out by CDRMP including database updates_2011-15					thematic reports, 1 synthesis doc on studies/researches, other reports, database updated	TRAC	.04000	71300	IC, print docs	4,000	1	4,000.00		
	Activity 7.3 National workshop for Achievement sharing of CDRMP					1 sharing workshop	TRAC	.04000	75700	workshop/sharing	3,000	1	3,000.00		
	Activity 7.4 Consultation meeting for next phase project formalions					Consultations/meetings-workshops	TRAC	.04000	75700	Workshop meeting	2,000	1	2,000.00		

Activity 7.5 Support GESI Action Task Force Group under the leadership of DW and MoHA for GESI integration in DRM at policy and programme level across all DRR stakeholders.	2 meetings, 1 ws organized	UNDP	TRAC	04000	71400	71400	71400	meetings, workshop	2,000	1	2,000.00	
		UNDP	TRAC	04000	71400	71400	71400	Contractual Service Individual - PO M&E, KM/C	1,250	12	15,000	
<b>Sub Total Activity Result 7</b>												
Activity Result B. Management, M&E and support services (ATLAS Activity 8)												
	regular	UNDP	TRAC	04000	61300	61300	61300	Contractual Services - DRM Advisor	7,000	12	84,000	
		UNDP	TRAC	04000	61300	61300	61300	Contractual Services - DRM Advisor	6,000	12	72,000	
Activity 8.4. Prepare four QWPs, QPRs, one AWP, one APR, one IWP and CPAP/UNDAF programme prepare and quarterly updates of the programme risk		UNDP	TRAC	04000	63500	63500	63500	Contractual Services - DRM Advisor	5,000	12	60,000	
	regular	UNDP	TRAC	04000	71400	71400	71400	Contractual Service Individual - Admin Finance Officer (1) - SB4/2	1,300	12	15,600	
Activity 8.5. Support contingency activities such as missions, cross flagship and other relevant Activity as and when requested by the RC and UNDP/CO		UNDP	TRAC	04000	71400	71400	71400	Contractual Service Individual - Admin Finance Assistant (1) - SB3/1	700	12	8,400	
	regular	UNDP	TRAC	04000	71400	71400	71400	Contractual Service Individual - Driver (1) - SB1/2 New	500	12	6,000	
		UNDP	TRAC	04000	71400	71400	71400	Contractual Service Individual - Driver (1) - SB1/2	500	12	6,000	
		UNDP	TRAC	04000	71400	71400	71400	Contractual Service Individual - Driver (1) - SB1/2 New	450	4	1,800	
		UNDP	TRAC	04000	71400	71400	71400	Contractual Service Individual - Driver (1) - SB1/3 - SGP	450	12	5,400	
		UNDP	TRAC	04000	71600	71600	71600	Travel	500	12	6,000	
		UNDP	TRAC	04000	72400	72400	72400	Communications	400	12	4,800	
		UNDP	TRAC	04000	72500	72500	72500	Office supplies	500	12	6,000	
		UNDP	TRAC	04000	73100	73100	73100	Rental & Maintenance - Premises	3,250	12	39,000	
		UNDP	TRAC	04000	73100	73100	73100	Common Service cost	2,500	12	30,000	
		UNDP	TRAC	04000	73400	73400	73400	Vehicle Maintenance	500	12	6,000	
		UNDP	TRAC	04000	74500	74500	74500	Miscellaneous - Sundries	500	12	6,000	
		UNDP	TRAC	04000	73400	73400	73400	Fuel and Vehicle maintenance	500	12	6,000	
		UNDP	TRAC	04000	72400	72400	72400	Communications	300	12	3,600	
		UNDP	TRAC	04000	72200	72200	72200	office Equipment	417	12	5,000	
		UNDP	TRAC	04000	73500	73500	73500	Direct Project Cost- CDRMP	40,000	1		
<b>Sub Total Activity Result 8</b>												
CPAP/Quinque72: Urban Regulations are available to prepare for and manage flood												
		UNDP	TRAC	04000	72100	72100	72100	Design Contest for safe housing	10,000	1	10,000	
<b>Sub Total Activity Result 9</b>												
CPAP/Quinque72: Urban Regulations are available to prepare for and manage flood												
		UNDP	TRAC	04000	72100	72100	72100	Design Contest for safe housing	10,000	1	10,000	
<b>Sub Total Activity Result 10</b>												
CPAP/Quinque72: Urban Regulations are available to prepare for and manage flood												
		UNDP	TRAC	04000	72100	72100	72100	Design Contest for safe housing	10,000	1	10,000	

Activity Result 2.4 Reconstruction of damaged/destroyed houses undertaken in a risk informed resilient building.	National UNVs (2 persons) deployed to support implementation	# persons at venue	UNDP	CPR TRUST	.00012	71500	UNV cost	2,000	4	8,000	
				CPR TRUST	.00012	75100	GMS	700		700	
<b>Sub-Total:</b>										<b>18,700</b>	
Activity Result 2.4 Reconstruction of damaged/destroyed houses undertaken in a risk informed resilient building. <i>Alias Activity</i>	Implement awareness raising campaign and demonstration of technologies for safer and disaster resilient building construction.	One VDC One Mason Scheme (1 District)	UNDP	TRAC-2015	.04000	72100	Mason for each VDC	50,000	1		
		Technology demonstration Units/ parks	UNDP	TRAC	.04000	72100	Media - Display of model house	23,000	1	23,000	
			UNDP	CPR TRUST	30000	74500	Strengthening to KVDA( Printer support to KVDA)	3,000	1		
		University Twinning (CEPT University, IOE) + Site level work	UNDP	Baidu Foundation	30000	75700	LOA with IOE / MCG	18,000	1	18,000	
				Baidu Foundation	.04000	75700	MGU with UN Habitat	40,800	1	40,800	
				Baidu Foundation	30000	75700	LOA - IOE cost of debris management	5,000	1	5,000	
				Baidu Foundation	30000	75100	GMS	5,000	1	5,000	
		Support to monitor incorporation of building codes and seismic safety in housing reconstruction	MIS	TRAC	.04000	72100	MIS Development and implementation support	5,000	1	5,000	
			DUBDC/ MOUD Secretariat Strengthening	UNDP	TRAC-2015	.04000	72100	CARS	50,000	1	0
<b>Sub-Total Housing Project Activities</b>										<b>96,800</b>	
JAPAN FUND: Activity Result : Output: 2.1 Fundamental institutional capacity of the target municipalities to effectively facilitate Code Compliance Building Permit System is strengthened and systems installed ( Alias Activity 1)	2.1.1 Establish the processes in municipalities for issuing code-compliant building permits.			GOV JAPAN	.00141	71400	Consultancy Services	4,350	3	13,050	
	2.1.2 Provide technical support to building permit section engineer technical support			GOV JAPAN	.00141	71200	ICs/ Consultancy services	3,000	12	36,000	
	2.1.3 Provide support to enforce code-compliance.				GOV JAPAN	.00141	72200	Equipment and other support to 3 municipalities	21,500	3	64,500
					GOV JAPAN	.00142	72200	IEC material/ Production cost	2,000	3	6,000
	2.1.4 Provide technical support to formulate RSLUP, update building bye laws and integrate into permit system				GOV JAPAN	.00143	72200	Motor cycle for site compliance checks	2,000	3	6,000
				GOV JAPAN	.00144	72200	ICs/ Consultancy services	21,000	1	21,000	

Output 2.2 Increased awareness and demand-creation leading to the population having improved understanding and awareness of safer building construction in the target municipalities	2.2.1 Establish weekly orientations in the municipality	GOV JAPAN	.00141	75700	Orientation events	2,500	3	7,500	
	2.2.2 Establish Building construction support centre in each municipality	GOV JAPAN	.00141	75700	other support	4,800	3	14,400	
	2.2.3 Construct a technology demonstration unit/ building construction technology support centre	GOV JAPAN	.00141	74500	Building Construction Demo Units	9,600	3	28,800	
	2.2.4 Support Women's groups and networks active engagement in housing reconstruction	GOV JAPAN	.00141	74500	Travel costs and orientation events	2,500	3	7,500	
	Output 2.3 Pool of skilled human resources developed/enhanced to support the safer construction of both new buildings and existing damaged buildings in the target municipalities	2.3.1 Train engineers and sub-engineers on building codes implementation	GOV JAPAN	.00141	74500	Training (Consultancy Services)	3,000	3	9,000
		2.3.2 Train masons (women and men) in municipalities on safe construction and create a roster of trained masons	GOV JAPAN	.00141	74500	Training (Consultancy Services/LOA)	4,000	9	36,000
		2.3.3 Train the trainers for Mason's training	GOV JAPAN	.00141	71400	Training (Consultancy Services/LOA)	4,000	3	12,000
	Activity Result 2.4 Reconstruction of damaged/destroyed houses undertaken in a risk informed resilient building	GOV JAPAN	.00141	71400	Quality Assurance/ logistics	3,300	1	3,300	
	GMS								
	Sub-Total Output (Japan fund)								
	CPAP Output 7.3: Vulnerable populations have increased knowledge about disaster risk management and capacity for climate change adaptation and mitigation of risks (Project ID: 9411)								
	Annual Targets: Installation of CB-EWS in Tsho Rolpa - linked with capacity building of local communities and last mile connectivity (from local to district and national level). EWS Strategy for Nepal endorsed and EWS network strengthened Weather related forecast data into agricultural sector applied	Installation of EWS in Tsho Rolpa supported and Capacity of EWS TASK force of 12 members strengthened. Operational look/ Manual for CB-EWS prepared, EWS Guidelines for Dohiha prepared (GSI integrated)	UNDP	BCPR-26930	BCPR-SWE 75700	Workshop, Event (Last mile connectivity)	500	1	500
		1 Workshop organized to support endorsement of EWS Strategy for Nepal	UNDP	BCPR-26930	26930	Workshop	2,000	1	2,000
		1 Consultant to support applications of weather related forecast data (3-5 days) into agricultural sector (i.e. application sectoral EWS) EWS network strengthened	UNDP	BCPR-26930	26930	Consultant (DHM)	5,000	1	5,000
GMS									
318 654									
0									



Activity	UNDP	BCPR-26930	71200	Service provider (EWS Surkhet)	10,000	1	10,000	0.00
Telemetric Weather station in Surkhet installed								
<b>Sub Total Activity Result 3.1</b>							<b>17,500</b>	<b>0.00</b>
Activity 3.2.4: Contribute to the NRRIC particularly Flagship Four (MoFALD)	UNDP	BCPR-26930	75700	Event	1,000	1	1,000	0
<b>Sub Total Activity Result 3.2</b>							<b>1,000</b>	<b>0</b>
Activity 3.3.2: Facilitate development and implementation of sector-specific or community level CRM interventions to build resilience in collaboration with MoSTE, MoAD, MoFALD	UNDP	BCPR-26930	71200	service provider (mitigation Dolakha)/MCG for initiatives for community resilience (Dolakha)	22,000	1	22,000	
<b>Annual Targets:</b>								
1 Integrated Watershed Management Plan as well as CR Assessment (Sot Khola, Surkhet) completed	UNDP	BCPR-26930	71200	service provider (mitigation Surkhet)/MCG for initiatives for community resilience (Surkhet)	22,000	1	22,000	
Small mitigation measures in 2 districts completed	UNDP	BCPR-26930	71200	service provider (CRM - DADO Surkhet)/MCG for initiatives for community resilience (Surkhet)	8,000	1	8,000	
CRM issues integrated in the agriculture sector / finished at local level jointly with DADO Dolakha	UNDP	BCPR-26930	71200	service provider (CRM - DADO Dolakha)/MCG for the initiatives for community resilience (Dolakha)	11,500	1	11,500	
CRM issues integrated into the agricultural sector at local level with DADO in 2 districts	UNDP	BCPR-26930	71200	service provider (Capacity Building Dolakha)	10,000	1	10,000	
Capacity of Communities strengthened in 2 districts	UNDP	BCPR-26930	71200	service provider (KIRDARC, Capacity Building Surkhet)	0	1	0	
Capacity of Communities strengthened in 2 districts	UNDP	BCPR-26930	71200	Equipment (CBO Surkhet)	0	1	0	
<b>Sub Total Activity Result 3.3</b>							<b>77,500</b>	<b>0</b>
CRM reflected in the 3 years periodic planning for Agriculture Sector (MoAD, DoA, DADO) in Dolakha	UNDP	BCPR-26930	75700	Logistic support	1,600	1	1,600	
The RCP programme has been reviewed and gaps identified in integration of CRM, jointly with DCSWA	UNDP	BCPR-26930	71300	Consultant (RCCP)	1,000	1	1,000	
The PI programme has been reviewed and areas for integration of CRM identified jointly with UNDP	UNDP	BCPR-26930	71300	Consultant (PI)	2,500	1	2,500	
<b>Activity 3.4.3: Facilitate collaboration between administrative departments and sector-specific agencies by developing guidelines/manuals/protocols/mechanisms for information sharing, Climate</b>								

Risk Management (DWIDP, DSCWM ...)	UNDP Training materials updated and manuals for recommended sessions on Climate Risk developed (with integrated)	UNDP	BCPR-26930	BCPR-SWE	71300	Consultant / service Provider (DW/DP)	2,000	1	2,000
Activity 3.4.4: Support formulation of national DRR-CCA frameworks by involving key national agencies (NPC, MoSTE, MoHA) and stakeholders	National DRR framework developed (with integrated)	UNDP	BCPR-26930	BCPR-SWE	71200	Int. or nat. Consultant (CRM Framework)	7,500	1	7,500
Activity 3.4.5: Support developing of a CRM Strategy for UNDP Nepal and enhance CRM capacity within UNDP	UNDP CRM Strategy developed	UNDP	BCPR-26930	BCPR-SWE	75700	Workshop	2,000	2	4,000
Activity 3.4.7: Facilitate and support on sharing of CRM aspects into UNDAF and CPAP/CPD process at country level as a part of CC champion on Climate Change Vulnerable group	Sharing CRM Strategy with UNCT and other partners	UNDP	BCPR-26930	BCPR-SWE	75700	Event, Workshop	2,000	1	2,000
		UNDP	BCPR-26930	BCPR-SWE	75700	Event, Workshop	1,500	1	1,500
<b>Sub Total Activity Result 3.4</b>									
Activity Result 3.5: National and local vulnerabilities arising from climate risks understood (ATLAS Activity 3) - Communication and M&E of ICRM	Best practices and case studies (at least ten on GCSI) documented and published	UNDP	BCPR-26930	BCPR-SWE	71300	Consultant (Best Practices)	1,000	2	2,000
Annual Targets:	Experiences of ICRM's documented and published	UNDP	BCPR-26930	BCPR-SWE	72400	Print	1,000	1	1,000
	Lessons learnt of ICRM activities	UNDP	BCPR-26930	BCPR-SWE	75700	event	2,500	1	2,500
	Activity 3.5.3: Develop a Community of Practice (CoP) on CRM	UNDP	BCPR-26930	BCPR-SWE	75700	Int. Event	8,000	1	8,000
	Activity 3.5.4: Annual monitoring by UNDP Field Office as well as CO programme staff	UNDP	BCPR-26930	BCPR-SWE	75700		600	1	600
	Activity 3.5.5: Joint annual monitoring visits in collaboration with government agencies and media	UNDP	BCPR-26930	BCPR-SWE	75700		3,000	1	3,000
	Activity 3.5.6: Final evaluation by external evaluation team as per UNDP requirements	UNDP	BCPR-26930	BCPR-SWE	75700		0	1	0
<b>Sub Total Activity Result 3.5</b>									
	Salary (Field level Consultant)	UNDP	BCPR-26930	BCPR-SWE	11600	Salary (Field level Consultant)	640	5	3,200
	Travel	UNDP	BCPR-26930	BCPR-SWE	71600	travel	500	5	2,500
	Stationaries, Vehicle Maintenance, rent	UNDP	BCPR-26930	BCPR-SWE	72400	stationaries	100	6	600
	Communication Cost / Publication / Printing	UNDP	BCPR-26930	BCPR-SWE	72400	Documentat on/ Printing	400	4	1,600
	Equipment (IT/Communication)	UNDP	BCPR-26930	BCPR-SWE	72400	Equipment	200	2	400
		UNDP	BCPR-26930	BCPR-SWE	75100	GMS	10,596	1	10,596
<b>Sub Total Activity Result 3.5</b>									
<b>Total Program Budget/BCPR</b>									
									<b>18,856</b>
									<b>135,200</b>

Sub Total Activity Result 3										154,096	WREF	
<p>UNEP Output 7.6: National preparations and emergency systems are able to effectively prepare for and respond to hazard related disaster</p> <p><b>Activity Result 5: Emergency facility provided and strengthened as per Flagship Area Two (ATLAS Activity 5)</b></p> <p>Activity 5.1: Deliver and set up equipment in 5 EDCs (1 DEOCs and 4 MEOC conversion), (continuation from 2015)</p>										3,000	5	15,000
Emerging MEOC in 10 DEOCs and their activities with communication equipment	UNEP							workshop and training				
EDC strengthening	UNEP							material support to EDC strengthening			10,000	
Staff Training	UNEP							workshop and trainings				
MEOC MoHA Website Upgrading	UNEP											
DIMS Training	UNEP							trainings			7,000	
Strengthen MoHDI/DOCs	UNEP											
National Consultative Workshop on EDC Network Strengthening	UNEP							workshop and trainings			2,600	
Installation of VHF Base stations	UNEP							Installation of VHF Base stations			16,000	
ACDD Workshop on disaster Preparedness and EDC Management	UNEP							workshop and trainings			8,000	
	UNEP							GMS			6,000	
	TRAC							Salaries of EPR- SPO			20,400	
<b>Sub Total Activity Result 5</b>										<b>85,000</b>	<b>0.00</b>	
<p><b>Policy Framework and key capacities for Early Recovery strengthened</b></p>												
<p>Disseminate and roll out the National ER Framework</p>										2,500	1	2,500
<b>Sub Total Activity Result 6</b>										<b>2,500</b>	<b>0</b>	
<b>Sub total of Output ID: 07692</b>										<b>1,179,690</b>		
<p>UNEP Output 7.3: Vulnerable populations have increased knowledge about disaster risk management and capacity for climate change adaptation and mitigation of risks</p>												
<p><b>ATLAS ACTIVITY 1: Income and food security in high-risk households in 12 selected sub-watersheds currently facing environment degradation and at high risk from natural disasters increased.</b></p>												
<p>1.1 Provide financial support to selected promising enterprises/IGAs (Fish pond construction, Mushroom,</p>										198	50	9,800
<p>1.2 Support the creation of market linkages (in collaboration with DOA) including construction of collection/information center</p>										810	2	1,620
<p>1.3 Distribute climate resilient seed varieties to selected farmers &amp; support / practice for crop insurance</p>										14,000	0	5,600
<p>1000 Farmers 50 Quintal</p>										8	1,000	7,500
<p>50 Farmers insured</p>										75	4	300

1.4 Establish community climate resilient seed banks	1 community seed banks construction	UNDP	KOICA	54392	72100	Grant: MCG	12,000	0	4,800	
	seed storage bins, bags					Grant: MCG or direct	100	50	5,000	
1.5 Promotion of home gardens	at least 100 HHs have home gardens (50% of them are women beneficiaries)	UNDP	KOICA	54392	72100	Grant: MCG	75	100	7,500	
	Support to establish irrigation system	UNDP	KOICA	54392	72600	Grant: MCG	250	20	5,000	
1.6 Support the communities to construct small structural mitigation measures for hydro-met-hazards such as landslides, floods, etc. in Chitwan (Bio-ering nearing, River training, Landslide protection measures, community infrastructures)	mitigation measures at six places including structures and bioengineering works	UNDP	KOICA	54392	72100	Grant: MCG	4,000	10	40,000	
1.7 Installation of Community Based EWS in Ru Khola subwatershed, Maadi (Chitwan), including evacuation routes and shelters) and relevant agencies for last mile connectivity - linking this initiative with DHM (telemetric) and Moha (EOCS)	CB-EWS (Ru Khola subwatershed, Maadi) establishment initiated	UNDP	KOICA	54392	72100	Contractual Service Institution (CB-EWS Maadi, equipment/ installation/capacity building)	10,000	1	10,000	
1.8 CRM tools development and sharing workshop	1.8 Climate Risk Management tool (software) for data assessment and analysis of multi-hazard risk analysis. This tool will be handed over to	UNDP	KOICA	54392	75700	Event, Workshop	5,000	1	5,000	
	CO overhead	UNDP	KOICA	54392	72100	Consultants (computer based CR Assessment Tool)	2,500	1	2,500	
		UNDP	KOICA	54392	75100	GMS cost	10,000	1	10,000	
<b>Sub Total Activity Result 1</b>									<b>75,00</b>	
<b>ATLAS/ACTIVITY 2: The percentage of land covered by forests and wetlands in target areas sustained and increased through the use of proven environmentally sustainable practices to contribute to livelihood improvement of poor and vulnerable communities.</b>										
Expected Result 2.1: Maintenance and or increase in the percentage of land covered by forests through conservation and plantation efforts	2.1 Support stakeholders and local communities to improve/ restore forest cover	UNDP	KOICA	54392	72100	Grant: MCG	2	3,000	4,500	
	2.2 Restore wetlands for enhancement of services	UNDP	KOICA	54392	72100	Grant: MCG	10	150	1,500	
	2.3 Distribute agro-forestry saplings (nuts)	UNDP	KOICA	54392	72100	Grant: MCG	2	2,000	4,000	
	2.4 Support/ Establish community nurseries in collaboration with DFO in Sindhuvalchowk	UNDP	KOICA	54392	72100	Grant: MCG	500	4	2,000	
	2.5 Promote environmentally sustainable livestock management (forage seeds, feeding trough, shed improvement and grass cutlar) including goat keeping, swine raising and laying birds raising in Chitwan	UNDP	KOICA	54392	72100	Grant: MCG	100	100	10,000	
	2.6 Promote and support improved sanitation and alternative sources of energy ( such as biogas attached toilet biobriquettes, solar etc) in collaboration with MoSTE/AEPC	UNDP	KOICA	54392	72100	Grant: MCG	150	5	750	
	2.7 Promote and support the use of energy saving devices (improved cooking stoves, back boiler etc)	Project Team	KOICA	KOICA	72100	Contractual Service- MCG	150	10	1,500	
	<b>Sub Total Activity Result 2</b>									<b>124,564</b>

Project Team	KOICA	KOICA	KOICA	72100	Contractual Service/ IC	760	10	7,600	
UNDP	KOICA	KOICA	54392	75100	GMS cost	4,000	1	4,000	
<b>Sub Total Activity Result 2</b>									
<b>37,950</b>									
<b>0.00</b>									
at least 10 community forest operation plan revised/ prepared in Sandhupalchok									
2.8 Support to revise and prepare community forest operation plan									
CO overhead cost									
<b>Sub Total Activity Result 2</b>									
<b>37,950</b>									
<b>0.00</b>									
<p>CRP Output 7.1 Government officials at all levels have capacity to lead and implement disaster risk reduction and management activities and integrate disaster risk reduction into development planning.</p> <p>ATLAS/ACTIVITY 3: Active knowledge exchange between Korean experts, UN agencies and Government departments promoted to last track action on MDG Target 7 to "integrate the principles of sustainable development into country policies and programs and reverse the loss of environmental resources."</p>									
Expected Result 3.1: Increase in the number of knowledge exchange events, exposure visits conducted to facilitate coordination between Korean experts, UN agencies, Government departments.	3.1 Create opportunities for research, technology and knowledge transfer between Korean and Nepalese research and academic institutes (students, researchers, etc.)	1 LoA with IAAS for thesis support to 8 M Sc Students. Organize at least 2 knowledge sharing events	UNDP	54392	75700	Thesis grant ws	20,227	1	20,227
Expected Result 3.2: Improved humanitarian coordination and cooperation in response to floods, landslides, earthquakes and accidental fires at the district and regional levels among Government authorities, security forces, local NGOs, INGOs.	3.2 Strengthen DEOC - Chitwan, Sandhupalchok.	2 DEOCs strengthened	UNDP	54392	75700	Equipment/other support to DEOC	5,000	2	10,000
Expected Result 3.3: Increase in the number of Korean volunteers working on integrated poverty reduction, environmental sustainability, DCRM projects in Nepal.	3.3 Organize in-country exposure visits, knowledge sharing events, etc. for community people and other stakeholders to learn about good practices.	At least 4 visits/ events for community people and stakeholders conducted	UNDP	54392	71600	Travel Exposure Visit	6,000	1	6,000
Expected Result 3.4: Increase in the number of knowledge exchange events, exposure visits conducted to facilitate coordination between Korean experts, UN agencies, Government departments.	3.4 Support to GON in DCRM mainstreaming and harmonisation of local level planning and implementation	Support to finalize local harmonized local level DCRM guidelines	UNDP	54392	75700	Training, Workshop	10,000	1	10,000
Expected Result 3.5: Increase in the number of Korean volunteers working on integrated poverty reduction, environmental sustainability, DCRM projects in Nepal.	3.5 Organize Focal Point capacity development Training (CC & DRM)	Support to develop DRR main training guidelines and harmonized EE and DRB budget codes	UNDP	54392	75700	Consultant (DRM Mainstreaming, Focal Points Assessment)	10,000	1	10,000
Expected Result 3.6: Increase in the number of Korean volunteers working on integrated poverty reduction, environmental sustainability, DCRM projects in Nepal.	3.6 Support NPC to sensitize sub-national and national stakeholders in mainstreaming disaster/climate risks in local level planning/implementation	1 CC and DRM Focal Point Training on CC and DRM integration conducted	UNDP	54392	75700	Training, Workshop	8,000	1	8,000
Expected Result 3.7: Increase in the number of Korean volunteers working on integrated poverty reduction, environmental sustainability, DCRM projects in Nepal.	3.7 Support government institutions to address poverty, environment and DCRM related issues (like Application of Agri Apps for CRMA/AGRI information to the Community in collaboration with DoA and others)	1 Regional (Eastern) and 1 national workshop organized to sensitive GoN Officials	UNDP	54392	75700	2 workshops	5,000	2	10,000
Expected Result 3.8: Increase in the partnership and involvement of Korean development partner to help GoN to develop and strengthen national and sub-national policies and programmes on environmental sustainability	3.8 Revisit and compile best practices, lessons learned and existing tools and implementations plans on environmental sustainability, poverty and hunger reduction and DCRM to develop an integrated plan	10 Agri Apps developed, 10 DSCO/DDC of Sandhupalchok/Chitwan supported for plan preparation	UNDP	54392	75700	ICs/DC, Logistics	10,000	1	10,000
Expected Result 3.9: Increase in the number of Korean volunteers working on integrated poverty reduction, environmental sustainability, DCRM projects in Nepal.	3.9 Organize coordination meetings and interactions for collaboration among concerned line agencies and stakeholders on project activities	Good practices and lessons learnt compiled from 2 dist	UNDP	54392	74200	Contractual Service/ IC	2,500	2	5,000
Expected Result 3.10: Increase in the number of Korean and national volunteers on project implementation (NUNV, KMACO, etc.)	3.10 Involve Korean and national volunteers on project implementation	At least 10 interaction meetings (i.e. DPCC, DORC) conducted at National/ District/ VDC level	UNDP	54392	75700	Meeting, Training Workshop	1,000	10	10,000
Expected Result 3.11: Increase in the number of Korean and national volunteers on project implementation (NUNV, KMACO, etc.)	3.11 Involve Korean and national volunteers on project implementation	1 volunteer supports programme activities	UNDP	54392	71500	KOICA Volunteers/ International UNV	1,000	35	35,000

3.11 Progress made under MCG activities reviewed/shared (MCG grantees and lineages, local stakeholders of Sindhujaichok, Chikwan)	2 sharing events organized		UNDP	KOICA	54392	75700	Event/ws	5,000	2	10,000
3.12 Conduct review project achievements and share with stakeholders	Assessment/review project results disseminated through national ws		UNDP	KOICA	54392	71300	Individual Consultant (annual result review)	2,500	3	7,500
			UNDP	KOICA	54392	71300	Individual Consultant (annual review planning)	5,500	1	5,500
			UNDP	KOICA	54392	71600	Travel	1,000	1	1,000
			UNDP	KOICA	54392	75100	GMS cost	14,400	1	14,400
										177,827
<b>Sub Total Activity Result 3</b>										
<b>ACTIVITY 4: Community infrastructures such as drinking water facilities, small irrigation access roads rehabilitated</b>										
4.1 Support to the construction of community infrastructures in Sindhu-khola and Reu-khola sub-watershed	Technical support to construct specific community infrastructures (IC assigned in 2015)		UNDP	KOICA	54392	74500	Individual consultant	2,500	1	2,500
4.2 Rehabilitation of community infrastructure (Drinking Water System, road connectivity, school buildings etc)	rehabilitation of prioritized infrastructures		UNDP	KOICA	54392	74500	MCG Grant	9,600	10	96,000
			UNDP	KOICA	54392	75100	GMS cost	8,000	1	8,000
										196,500
<b>Sub Total Activity Result 4</b>										
<b>ACTIVITY 5: livelihood of earthquake affected communities enhanced</b>										
5.1 Provide grants for the earthquake affected communities for farm and non farm activities	Grant to CBOs through MCG		UNDP	KOICA	54392	74500	MCG Grant	7,500	10	75,000
			UNDP	KOICA	54392	75100	GMS cost	6,200	1	6,200
										81,200
<b>Sub Total Activity 5</b>										
<b>Activity 5 Construction of bioengineering activities and plantation in earthquake affected areas to prepare for monsoon</b>										
6.1 Support in Carrying out bioengineering activities in Sindhu-khola and Reukhola sub-watershed	technical inputs to MCG activities		UNDP	KOICA	54392	74500	Individual consultant [Chitwan/Sindhujaichok]	2,500	1	2,500
6.2 Bio-engineering, mitigation structures, plantation works in the barren land, farm lands and soil erosion prone areas	MCG Bio-engineering, mitigation measures		UNDP	KOICA	54392	74500	MCG Grant	10,800	10	108,000
			UNDP	KOICA	54392	75100	GMS cost	9,200	1	9,200
										119,700
<b>Sub Total Activity 5</b>										
<b>Central based staffs</b>										
Sr. Project Officer	Regular		UNDP	KOICA	54392	71400	Contractual Service - Senior Project Officer ( SB V. II)	1,750	7	12,250
Environment and CRM Officer ( SB4 II)	Regular		UNDP	KOICA	54392	71400	Contractual Service - Project Officer ( SB IV. II)	1,250	7	8,750
Livelihood Officer ( SB4 II)	Regular		UNDP	KOICA	54392	71400	Contractual Service - Project Officer ( SB IV. II)	1,250	7	8,750
Project Assistant ( SB 3 II)	Regular		UNDP	KOICA	54392	71400	Contractual Service - Project Assistant ( SB III - I)	750	7	5,250
Admin/Finance Assistant ( SB 3 I)	Regular		UNDP	KOICA	54392	71400	Contractual Service - AFA ( SB III - II)	700	7	4,800
Driver ( SB1 I)	Regular		UNDP	KOICA	54392	71400	Contractual Service - Project Driver ( SB I. II)	400	7	2,800
Stationeries and other office Supplies			UNDP	KOICA	54392	72500	Office Supplies	1,000	7	7,000
Operation and maintenance of vehicles and other equipment			UNDP	KOICA	54392	73400	Maintenance ( Car Equipment)	1,000	7	7,000
Rental			UNDP	KOICA	54392	73100	Rental and Maintenance Premises	4,500	7	31,500
			UNDP	KOICA	54392	75100	GMS	18,000	1	18,000
			UNDP	KOICA	54392	74500	DPC cost	100,000	1	100,000












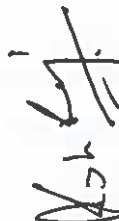
<b>OUTPUT 4. Information platforms set up for dissemination of CBDRR</b>	4.2 Communication strategy on disseminating CBDRR knowledges and experiences developed through TU or other suitable academic institute (details to be discussed)								10,000											10,000
	4.3 Production and dissemination of IEC materials in the identified areas for knowledge sharing								4,000											4,000
	<b>Subtotal</b>								<b>2,700</b>											<b>22,700</b>
	<b>Activity 5 : Management cost</b>																			
										1,750										21,000
										400										4,800
										500										6,000
										5,400										5,400
										500										6,000
										500										6,000
										15,000										15,000
										500										6,000
										400										4,800
										24,950										75,000
										<b>435,457</b>										<b>2,530,957</b>

Funding source	Fund code	Amount (US \$)	Total Budget (Donors)	Available Resources (GROSS)
TRAC	04000	500,000.00		
TRAC-2015	04000	0.00	500,000	500,000.00
BCPR-26930	26930	154,096.00	154,096	154,096.00
DFID	30000	67,100.00		
DFID-2015	30000	0.00	67,100	67,100.00
GIV Japan	32045	316,654.00	316,654	316,654.00
GIV Trust Fund	30000	40,800.00	40,800	40,800.00
KOICA	55013	915,789		
KOICA-2014 PO	55013	0.00	915,799	915,799.92
CBDM Asia		435,468.00	435,468	435,468.00
Baidu Foundation	30000	99,040.00	99,040	99,040.00
<b>Total</b>		<b>2,330,957</b>	<b>2,330,957</b>	<b>2,330,956.92</b>

  
 Recommended by ACD/Unit Head, UNDP  
 Vjaya P Singh  
 ACD, EECDRM/Unit, UNDP

  
 Approved by DCD or CD, UNDP  
 Lezima Dnyta Bhatta  
 DCD (P), a.i. UNDP

  
 Endorsed by Joint Secretary, MOHA  
 Rameshwor Dangal  
 Joint Secretary, MoHA

  
 Prepared by NPM  
 Krishna Raj Kapile  
 Program Manager, OIC, a.i.

Date 31<sup>st</sup> Dec 2015





## Annual Work Plan

Nepal - Kathmandu

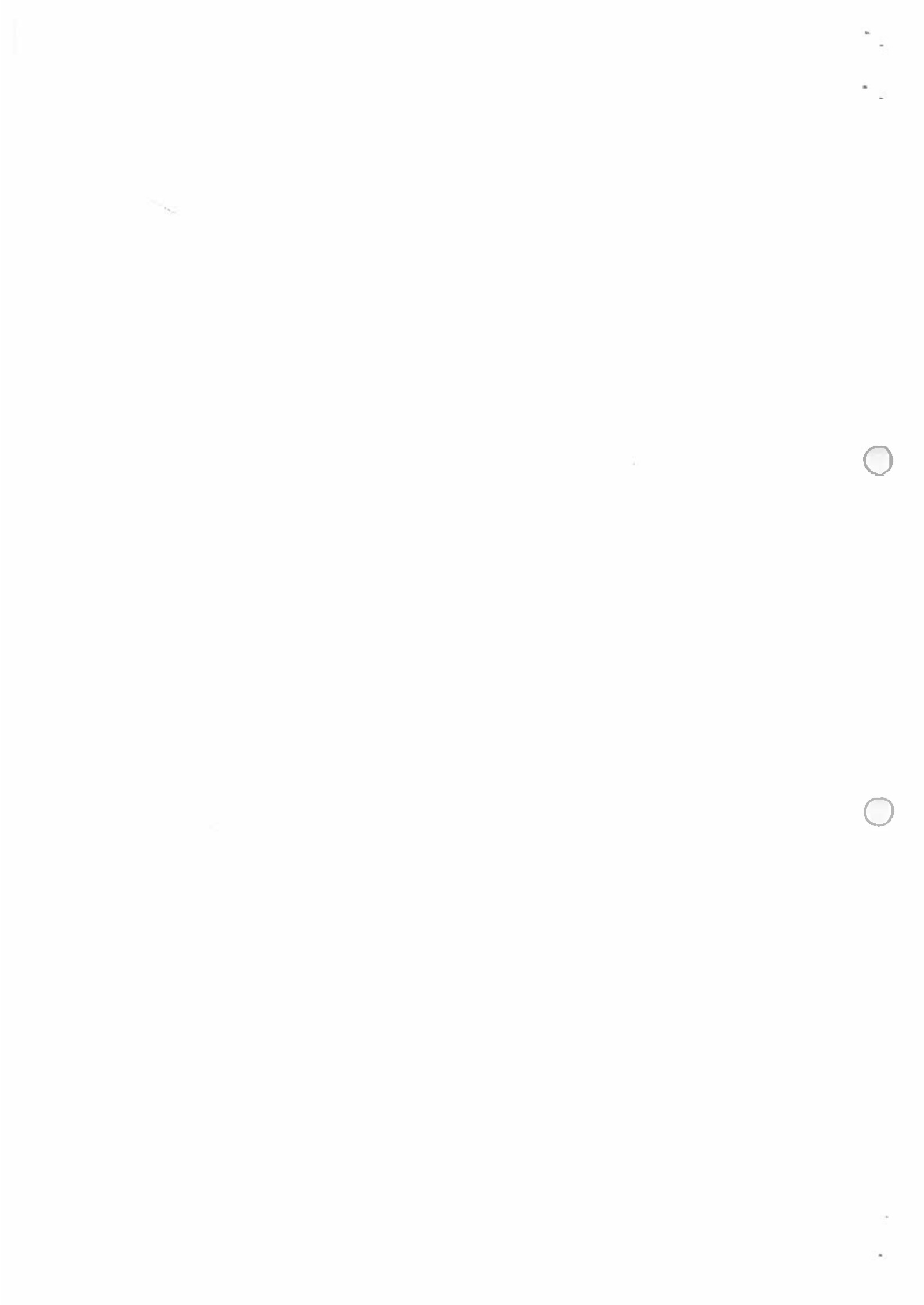
Project: 00061320

Project Title: Comprehensive Disaster Risk Management Programme

Year: 2016

Report Date: 8/1/2016

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
08077652 Disaster mgmt policy support	Early Recovery & Preparedness	15/2/2015	11/12/2015	UNDP	30000	DFID	75700	Training, Workshops and Confe	2,500.00
	Emergency Preparedness	15/2/2015	11/12/2015	UNDP	30000	DFID	75100	Facilities & Administration	6,000.00
				UNDP	30000	DFID	75700	Training, Workshops and Confe	17,600.00
				UNDP	04000	UNDP	71400	Contractual Services - Individ	20,400.00
				UNDP	30000	DFID	74500	Miscellaneous Expenses	41,000.00
				UNDP	32045	JPN	72200	Equipment and Furniture	97,500.00
				UNDP	26931	UNDP	71500	UN Volunteers	8,000.00
				UNDP	26931	UNDP	75100	Facilities & Administration	700.00
				UNDP	32045	JPN	74500	Miscellaneous Expenses	81,300.00
				UNDP	30000	Baidu	75100	Facilities & Administration	5,000.00
				UNDP	32045	JPN	75100	Facilities & Administration	25,404.00
				UNDP	32045	JPN	71300	Local Consultants	61,950.00
				UNDP	30000	Baidu	75700	Training, Workshops and Confe	63,800.00
				UNDP	32045	JPN	71400	Contractual Services - Individ	31,500.00
				UNDP	04000	UNDP	72100	Contractual Services-Companie	38,000.00
			UNDP	32045	JPN	75700	Training, Workshops and Confe	21,900.00	
	Knowledge Management	15/2/2015	11/12/2015	UNDP	04000	UNDP	75700	Training, Workshops and Confe	7,000.00
			UNDP	04000	UNDP	71400	Contractual Services - Individ	15,000.00	
			UNDP	04000	UNDP	71300	Local Consultants	6,000.00	
	Nat'l & local vulnerabilities	15/2/2015	11/12/2015	UNDP	26930	SWE	71600	Travel	2,500.00
			UNDP	26930	SWE	72400	Communic & Audio Visual Equip	3,600.00	
			UNDP	26930	SWE	71200	International Consultants	95,000.00	
			UNDP	26930	SWE	75700	Training, Workshops and Confe	24,700.00	
			UNDP	26930	SWE	75100	Facilities & Administration	10,596.00	
			UNDP	26930	SWE	71300	Local Consultants	17,700.00	
	Programme Support cost	15/2/2015	11/12/2015	UNDP	04000	UNDP	72200	Equipment and Furniture	5,000.00
			UNDP	04000	UNDP	71600	Travel	6,000.00	





**Annual Work Plan**

Nepal - Kathmandu

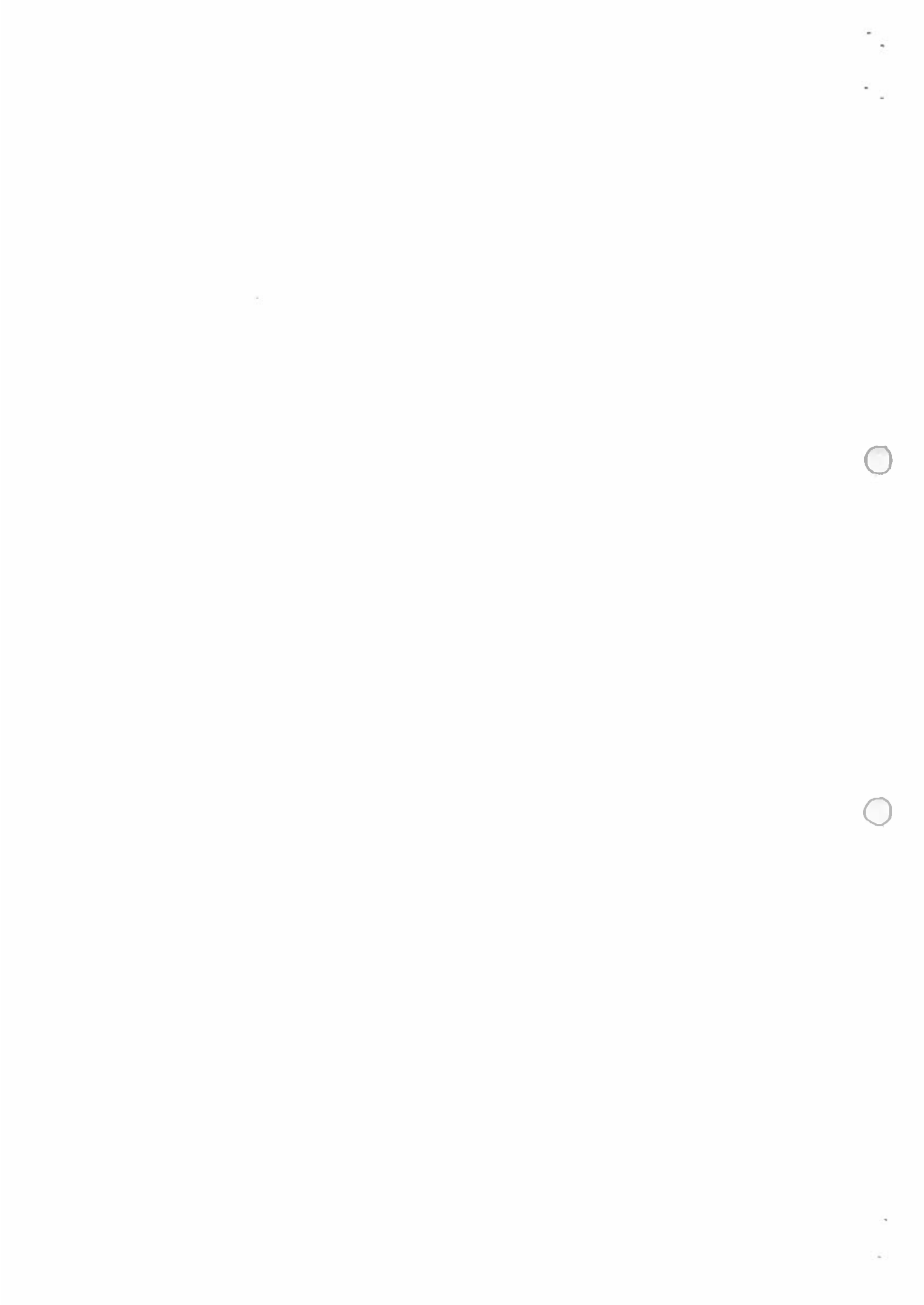
Project: 00061320

Project Title: Comprehensive Disaster Risk Management Programme

Year: 2016

Report Date: 8/1/2016

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
	Programme Support cost	15/2/2016	11/12/2016	UNDP	04000	UNDP	73400	Rental & Maint of Other Equip	12,000.00
				UNDP	04000	UNDP	63500	Insurance and Security Costs	60,000.00
				UNDP	04000	UNDP	61300	Salary & Post Adj Cst-IP Staff	156,000.00
				UNDP	04000	UNDP	72400	Communic & Audio Visual Equip	8,400.00
				UNDP	04000	UNDP	73100	Rental & Maintenance-Premises	69,000.00
				UNDP	04000	UNDP	71400	Contractual Services - Individ	43,200.00
				UNDP	04000	UNDP	74500	Miscellaneous Expenses	6,000.00
				UNDP	04000	UNDP	72500	Supplies	6,000.00
	Strategic linkages built	15/2/2016	11/12/2016	UNDP	04000	UNDP	75700	Training, Workshops and Confe	42,000.00
				UNDP	30000	Baidu	75700	Training, Workshops and Confe	28,000.00
				UNDP	30000	Baidu	75100	Facilities & Administration	2,240.00
				UNDP	26931	UNDP	75100	Facilities & Administration	2,400.00
				UNDP	26931	UNDP	75700	Training, Workshops and Confe	29,700.00
<b>TOTAL</b>									<b>1,179,680.00</b>
00088408	Urban disaster risk management	1/1/2016	11/12/2016	UNDP	30000	DFID	75700	Training, Workshops and Confe	40,000.00
				UNDP	30000	DFID	71200	International Consultants	96,000.00
				UNDP	30000	DFID	75100	Facilities & Administration	20,352.00
				UNDP	30000	DFID	74500	Miscellaneous Expenses	40,000.00
	Information platforms set up	1/1/2016	11/12/2016	UNDP	30000	DFID	74500	Miscellaneous Expenses	4,000.00
				UNDP	30000	DFID	75700	Training, Workshops and Confe	6,000.00
				UNDP	30000	DFID	71300	Local Consultants	10,000.00
				UNDP	30000	DFID	75100	Facilities & Administration	2,700.00
	Management cost	1/1/2016	11/12/2016	UNDP	30000	DFID	75700	Training, Workshops and Confe	12,000.00
				UNDP	30000	DFID	72500	Supplies	4,800.00
				UNDP	30000	DFID	73400	Rental & Maint of Other Equip	10,800.00
				UNDP	30000	DFID	71600	Travel	6,000.00
				UNDP	30000	DFID	71400	Contractual Services - Individ	21,000.00







## Annual Work Plan

Nepal - Kathmandu

Project: 00061320 Report Date: 8/1/2016  
 Project Title: Comprehensive Disaster Risk Management Programme  
 Year: 2016

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
	Management cost	1/12/2016	31/12/2016	UNDP	30000	DFID	75100	Facilities & Administration	5,400.00
	Mutual understanding of inte	1/1/2016	31/12/2016	UNDP	30000	DFID	74500	Miscellaneous Expenses	15,000.00
				UNDP	30000	DFID	71300	Local Consultants	6,000.00
				UNDP	30000	DFID	71500	UN Volunteers	15,000.00
				UNDP	30000	DFID	75100	Facilities & Administration	11,416.00
				UNDP	30000	DFID	71600	Travel	3,000.00
				UNDP	30000	DFID	75700	Training, Workshops and Confe	106,000.00
<b>TOTAL</b>									<b>435,468.00</b>
00088411	1 Income and food Security	1/5/2014	31/12/2016	UNDP	55013	MOFATKORE	74200	Audio Visual&Print Prod Costs	10,000.00
				UNDP	55013	MOFATKORE	75700	Training, Workshops and Confe	6,620.00
				UNDP	55013	MOFATKORE	72600	Grants	85,200.00
				UNDP	55013	MOFATKORE	72100	Contractual Services-Companie	22,744.00
	2 Forest area increased	1/5/2014	31/12/2016	UNDP	55013	MOFATKORE	75100	Facilities & Administration	4,000.00
				UNDP	55013	MOFATKORE	72100	Contractual Services-Companie	9,100.00
				UNDP	55013	MOFATKORE	72600	Grants	24,750.00
	3 Programme Support Cost	1/5/2014	31/12/2016	UNDP	55013	MOFATKORE	75100	Facilities & Administration	19,000.00
				UNDP	55013	MOFATKORE	75700	Training, Workshops and Confe	5,000.00
				UNDP	55013	MOFATKORE	71600	Travel	10,500.00
				UNDP	55013	MOFATKORE	74500	Miscellaneous Expenses	107,658.00
				UNDP	55013	MOFATKORE	72500	Supplies	31,500.00
				UNDP	55013	MOFATKORE	73100	Rental & Maintenance-Premises	41,500.00
				UNDP	55013	MOFATKORE	73400	Rental & Maint of Other Equip	7,000.00
				UNDP	55013	MOFATKORE	71400	Contractual Services - Indvid	42,700.00
				UNDP	55013	MOFATKORE	72400	Communic & Audio Visual Equip	3,500.00
	4 Knowledge exchange	1/5/2014	31/12/2016	UNDP	55013	MOFATKORE	74200	Audio Visual&Print Prod Costs	10,000.00
				UNDP	55013	MOFATKORE	71500	UN Volunteers	35,000.00
				UNDP	55013	MOFATKORE	71300	Local Consultants	13,000.00

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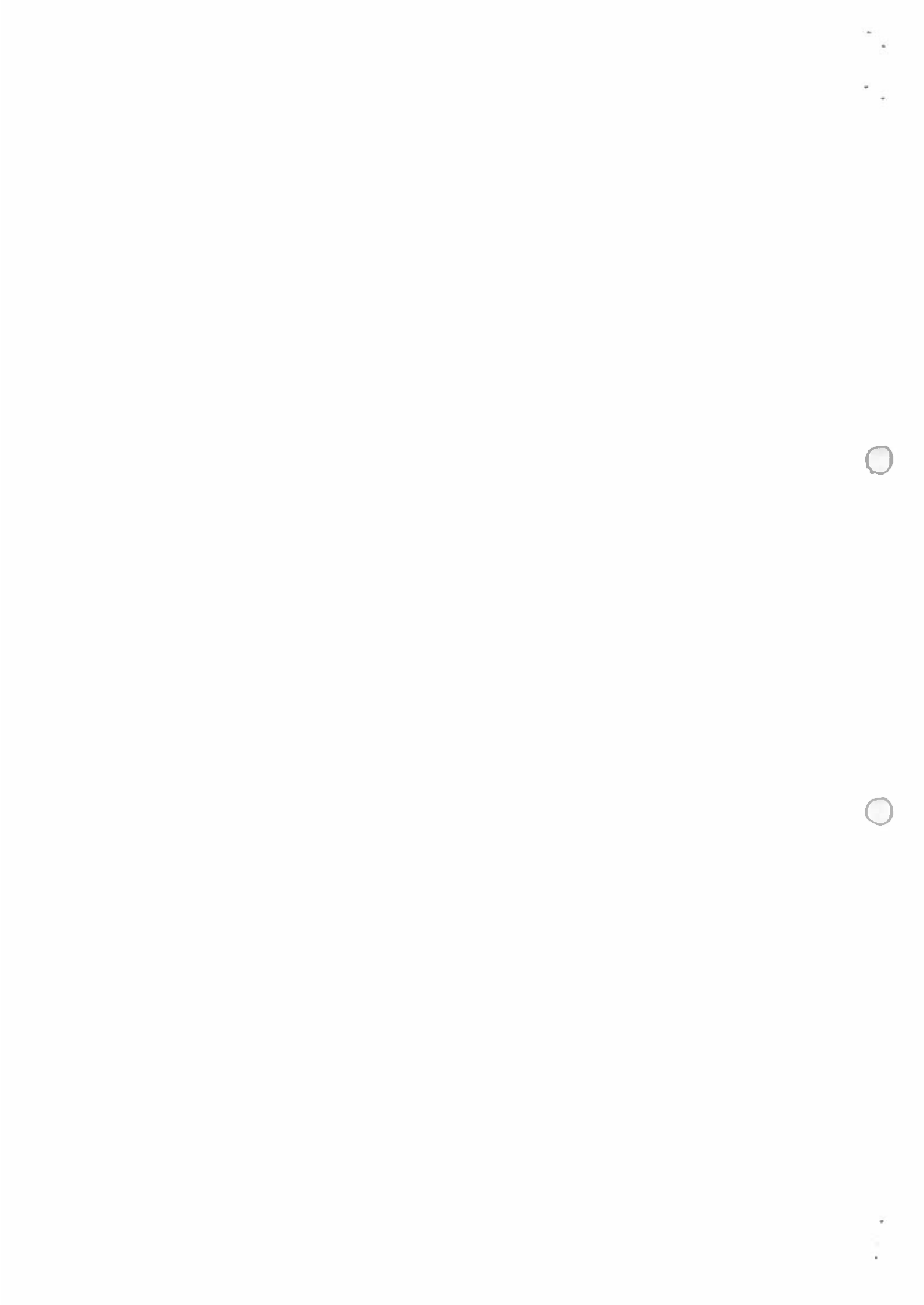


**Annual Work Plan**

Nepal - Kathmandu

Project: 00061320  
 Project Title: Comprehensive Disaster Risk Management Programme  
 Year: 2016  
 Report Date: 8/1/2016

Output	Key Activities	Timeframe		Responsible Party	Planned Budget				
		Start	End		Fund	Donor	Budget Descr	Amount US\$	
	4 Knowledge exchange	1/5/2014	31/12/2016	UNDP	55013	MOFATKORE/	75700	Training, Workshops and Confe	98,227.00
				UNDP	55013	MOFATKORE/	71600	Travel	7,000.00
	Community infrastructures	1/5/2014	31/12/2016	UNDP	55013	MOFATKORE/	75100	Facilities & Administration	14,400.00
				UNDP	55013	MOFATKORE/	72600	Grants	96,000.00
	Construction of bioengineer	1/5/2014	31/12/2016	UNDP	55013	MOFATKORE/	75100	Facilities & Administration	8,000.00
				UNDP	55013	MOFATKORE/	71300	Local Consultants	2,500.00
	Livelihood of earthquake affe	1/5/2014	31/12/2016	UNDP	55013	MOFATKORE/	72600	Grants	75,000.00
				UNDP	55013	MOFATKORE/	75100	Facilities & Administration	6,200.00
<b>TOTAL</b>									<b>915,799.00</b>
<b>GRAND TOTAL</b>									<b>2,530,957.00</b>



## Govinda Poudyal

---

**From:** Dinesh Devkota  
**Sent:** Tuesday, January 12, 2016 4:21 PM  
**To:** Govinda Poudyal  
**Cc:** Vijay Prasad Kesari  
**Subject:** FW: Administration of CBDM Asia II fund for Nepal

FYI.

**From:** Chinatsu Endo  
**Sent:** Thursday, January 07, 2016 12:31 PM  
**To:** Xiao Zheng <xiao.zheng@undp.org>  
**Cc:** Sujuan Zhang <sujuan.zhang@undp.org>; Vijaya Singh <vijaya.singh@undp.org>; Vijay Prasad Kesari <vijay.kesari@undp.org>; Ramraj Narasimhan <ramraj.narasimhan@undp.org>; Krishna Raj Kaphle <krishna.kaphle@undp.org>; Dinesh Devkota <dinesh.devkota@undp.org>; Lazima Onta Bhatta <lazima.ontabhattera@undp.org>  
**Subject:** Administration of CBDM Asia II fund for Nepal

Dear Zheng,

This is a follow-up the conversation between you and us on Skype on 6<sup>th</sup> January. On behalf of Vijaya, I am sending the email to share our understanding of the financial administration of CBDM Asia II for Nepal. Please let us know if the followings are correct. This is to get everyone including our finance colleague in our team on the same page. Thanks again for your advice.

- **Only inter-office memo is required** between UNDP Nepal and UNDP China – no need for cost sharing agreement like in Baidu's case.
- Nepal will provide its COA to UNDP China for the transfer of money after the inter-memo. Thereafter, the all the activities under Nepal's work plan are processed/authorized under CDRMP project [CDRMP project ID 0061320]
- Donor code is 00551 DFID
- On the quarterly disbursement of fund, Vijaya suggested the possibility of ASL (Annual Spending Limit – whereby fund is disbursed annually, and expenditure and reporting is done according to quarterly plan) instead of quarterly in order to reduce the transaction cost to the administration. According to your message on skype later, as per DFID's rules and regulation, **only quarterly disbursement is possible.**

Look forward to hearing from you.

Best,  
Chinatsu



50  
YEARS

*Empowered lives. Resilient nations.*

Chinatsu Endo

Programme Analyst / NRRC Flagship5

United Nations Development Programme

UN House, Pulchowk, Lalitpur

GPO Box 107, Kathmandu, Nepal

[chinatsu.endo@undp.org](mailto:chinatsu.endo@undp.org)

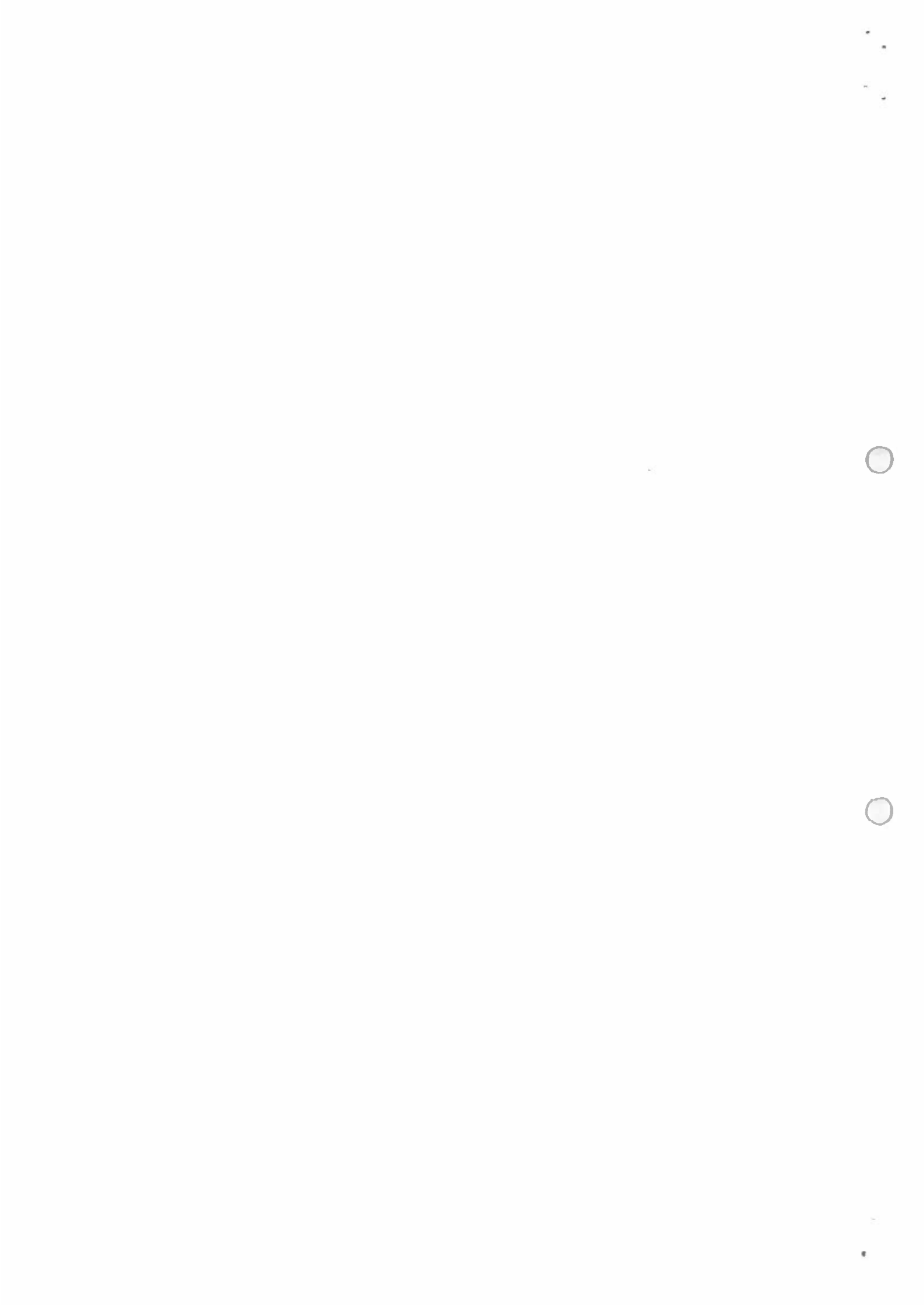
Tel: (977 1) 5523200 ext.1089 Mobile: (977) 98132 87985

Fax: (977 1) 5523991,5523986

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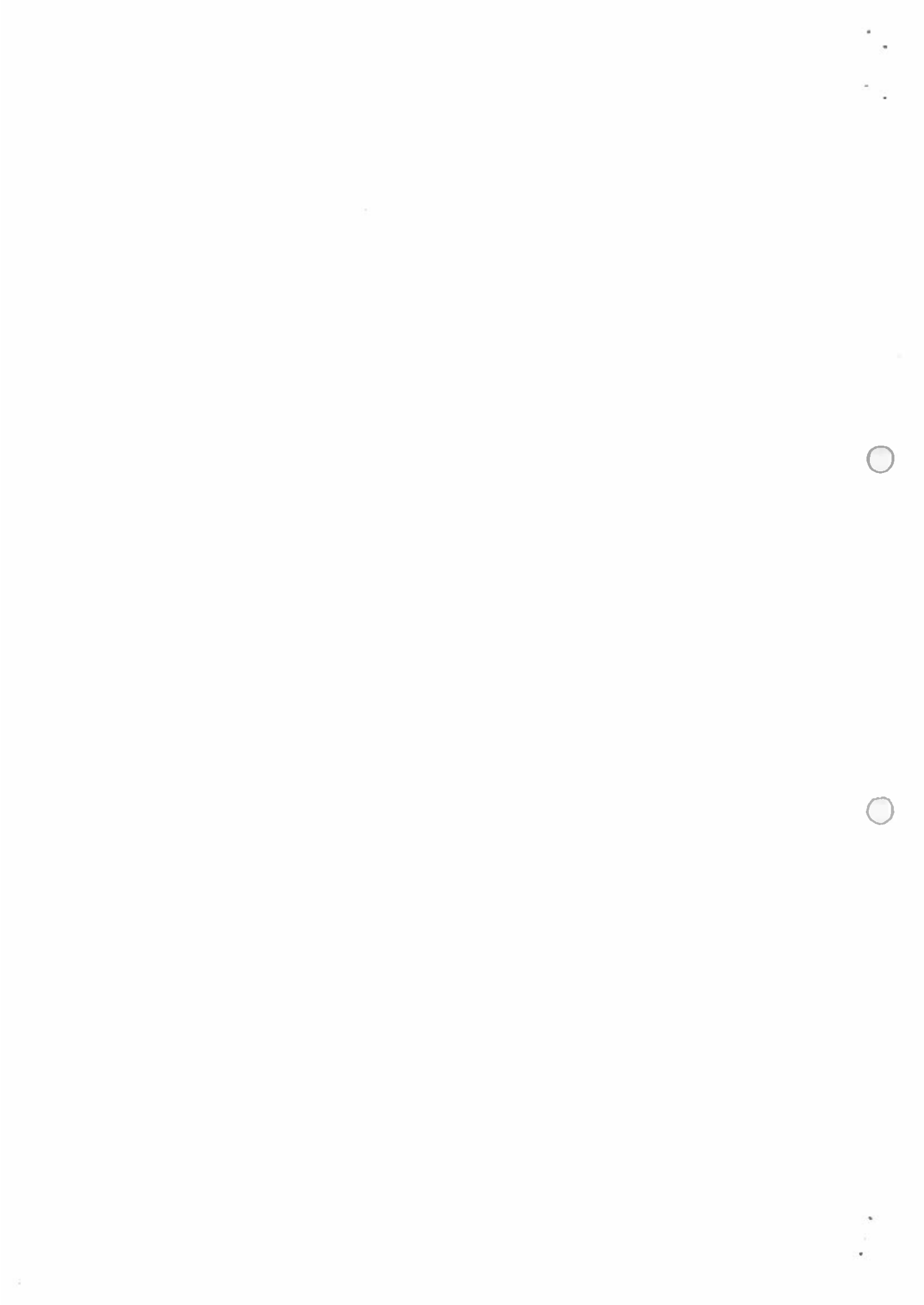




Year	...	2015
Business Unit	---	NPL10 - Nepal
Project/s	---	'00061320'
Budget Department	---	

**Project Resource Overview Report - data definitions**






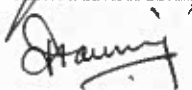
Data Element	Definition
Report Title	Project Resources Overview
Run Date	Report run date and time
Summary	
Year	Year selected by user
Budget Dept	Atlas budget department code (e.g. BDxxx) selected by user
Project	ALWAYS shows ALL as this will list all projects having the selected fund code
Report Proper	
Project	This is equivalent to the Award ID in Atlas.
Output	All outputs under the Project with the selected fund code
Donor	Entity (providing the resources for an output) ID per Atlas donor reference table+short description
ASL	Authorized spending limit through established allocation, i.e. for UNDP, thru the ALT_DP budget ledger.
Opening cash balance	Total cash resources as at 1 January of the selected year, i.e. for UNDP, thru the AX1_DP budget ledger
Revenue collected	Donor contributions paid/received
Available resources for spending	Total resources available to spend. Calculated field: for ASL-controlled funds this would be equal to the ASL for cash-controlled funds, this is the opening cash balance + revenue collected.
Approved Budgets	Total finalized budget in Atlas (total budget sent to Atlas Commitment Control/KK) for current, next and future years
Commitments	Open or outstanding commitments, i.e. the total \$ value of unreceipted PO lines
Expenses + full asset cost	Expenses, i.e. all 60000 and 70000 series expense accounts but excluding depreciation and amortization expenses + full cost of receipted assets acquired in that year. Note: depreciation and amortization expenses are non-cash expenses and as such will not reduce available resources for spending. From the budget perspective, Unexpensed portion of NEX advances in the current year, i.e. the sum of account 16005 for periods 1 to 998.
Outstanding NEX Advances	Unexpensed portion of Project advances in the current year, i.e. the sum of accounts 16105, 16106 and 16107 for periods 1 to 998.
Project Advances	Calculated field: Approved Budget minus commitments minus (expenses+full asset cost) minus current year outstanding NEX advances
Budget Balance	Calculated field: ASL + opening cash balance + revenue collected minus commitments minus (expenses+full asset cost) minus current year outstanding NEX advances minus Project Advances.
Resource Balance	Contributions receivable balance (i.e. 14015 account per GL)
Outstanding Contributions Past Due	All pending (unpaid not past due) donor contributions; which consists of:
Outstanding Contributions Future Due	a. Third Party and Other- These are future amounts expected from donors based on signed agreements (Atlas Contracts Module). b. Govt. Cost Sharing Agreements - Negotiated amount in master contract MINUS all contracts created for Government Cost Sharing under the master contract which is based on cash received from the government. (Atlas Contracts Module).

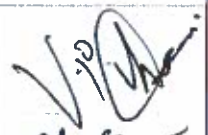
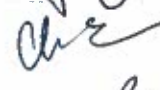



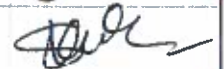




## Minutes of Project Executive Board (PEB) Meeting, 17<sup>th</sup> Dec, 2015

<b>Project Name:</b>	Comprehensive Disaster Risk Management Programme (CDRMP), UNDP		
<b>Date of Meeting:</b>	17-Dec-15	<b>Time:</b>	02:00 pm to 04:30 pm
<b>Chair:</b>	Ms. Sophie Kemkhadze, Deputy Country Director, UNDP	<b>Location:</b>	Meeting Hall, Ministry of Home Affairs, Singh Durbar, Kathmandu
<b>Co-Chair:</b>	Mr. Rameshwor Dangal, Joint Secretary, Ministry of Home Affairs		

### Attendees

Name	Title	Organization	Signature
<b>PEB Members</b>			
Ms. Sophie Kemkhadze	Deputy Country Director	United Nations Development Programme	
Mr. Rameshwor Dangal	Joint Secretary	Ministry of Home Affairs (MoHA)	
Mr. Tulasi Prasad Gautam	Joint Secretary	National Planning Commission Secretariat (NPCS)	
Mr. Deepak Subedi	Joint Secretary	Ministry of Federal Affairs and Local Development (MoFALD)	
Mr. Suman Salike	Senior Division Engineer	Ministry of Urban Development (MoUD)	
	Representative	Ministry of Finance	
Mr. Vijaya P Singh	Assistant Country Director	United Nations Development Programme	
Mr. Ramraj Narasimhan	National Programme Manager a.i.	United Nations Development Programme, CDRMP	
<b>Invitees:</b>			
Mr. Rabi Shah	DDG	Department of Urban Development (DUDBC)	
Mr. Pradip Koirala	Under Secretary	Ministry of Home Affairs (MoHA)	

Name	Title	Organization	Signature
Mr. Sagar Acharya	Program Director	National Planning Commission Secretariat	
Mr. Baburam Bhandari	Under Secretary	Ministry of Home Affairs	
Mr. Rishi Raj Acharya	Under Secretary	Ministry of Federal Affairs and Local Development (MoFALD)	
Ms. Nicola Murray	Disaster Resilience Manager	Department for International Development, UK	
Ms. Ilryoung Lee	Deputy Country Director	Korean International Cooperation Agency (KOICA)	
Ms. Anjana Sharma	Agriculture Researcher	KOICA	
Mr. Mahesh Kumar Dahal	Section Officer	MoHA	
Mr. Krishna Sapkota	Section Officer	MoHA	
Mr. Vijay Prasad Kesari	Environment Program Analyst	United Nations Development Programme	
Ms. Chinatsu Endo	NRRC F5 Coordinator	United Nations Development Programme	
Mr. Krishna Raj Kaphle	Senior Project Officer	CDRMP, UNDP	
Mr. Kedar Babu Dhungana	Senior Project Officer	CDRMP, UNDP	
Mr. Vinod K Barai	Project Officer	CDRMP, UNDP	
Mr. Kamlesh Kumar Yadav	Project Officer	CDRMP, UNDP	
Mr. Dinesh Devkota	Admin and Finance Officer	CDRMP, UNDP	
Ms. Sarina Lama	Project Assistant	CDRMP, UNDP	

6

Meeting Agenda	
Topic	Presented by:
1. Present follow up from last PEB meeting and updates on way forward.	Mr. Vijaya Singh, ACD, UNDP
2. Review progress of Jan-Dec 2015	Ramraj Narasimhan, Technical Specialist (DRM) & NPM OIC.
3. Present proposed Annual Work Plan 2016 including HR and procurement plan	
4. Present proposed activities of first quarter of 2016.	

### Opening Session:

Mr. Rameshwar Dangal, Joint Secretary, MoHA, welcomed all the participants to the last PEB meeting of 2015. He welcomed Joint Secretary of NPC Mr Tulasi Prasad Gautam, DDG of DUDBC Mr. Rabi Shah, Joint Secretary of MoFALD Mr. Deepak Subedi, DFID Disaster Resilience Manager Ms. Nicola Murray, KOICA Deputy Country Director Ms. Lee and other officials present in the PEB meeting. He noted that CDRMP was a five year programme but due to mega Earthquake and other constraints, some activities could not yet be accomplished, which would be covered in the presentations. Mr. Dangal reiterated the key agenda of the meeting: (i) follow up from the decisions made in the last PEB, (ii) review and approval of progress made in 2015, (iii) proposed Annual Work Plan 2016 including HR plan and procurement plan and (iv) proposed plan for first quarter of 2016 and (v) proposed extension of the project, he requested all the participants to provide productive comments during the discussion. Mr. Dangal then, requested UNDP Deputy Country Director (Program) Ms. Sophie Kemkhadze for her welcome remarks.

Ms. Kemkhadze thanked Mr. Dangal for his welcome remarks and extended her gratitude to Joint Secretaries and Under Secretaries from the ministries, representatives from DFID Nepal and KOICA for joining the meeting. Ms. Kemkhadze noted that after the severe impacts of the earthquake, UNDP had responded to the needs of the situation which focused on immediate response and recovery and CDRMP activities also contributed to this. The recent events relating to disturbances in Terai districts and subsequent shortages of fuel availability have also impacted implementation of activities negatively.

Mr. Vijaya Singh and Mr. Ramraj Narasimhan from UNDP shared the key progress on the decisions made in the last PEB meeting held on 06 Oct 2015 and progress of 2015 respectively.

*Rs Dangal*

**Discussions and Decisions**

Topic (Discussion)	Action (including time line to complete the recommended action)/ Decision	Responsible Person for action
<p><b>Agenda 1: Present follow up from last PEB meeting</b></p> <p>Mr. Vijaya Singh presented key progress on the decisions made in the PEB meeting held on 06 Oct 2015. He shared that the project could not move ahead on carrying out scoping of sector wide approach (SWAp) in DRM. He also shared that this needed to be carried out along with agreed actions of Nepal as part of the Sendai framework including the initiative for budget headings for DRM in CC Budget code. He shared the key effort made by UNDP for the next phase of CDRMP. Through consultations with key ministries, a project document has been drafted, which needs further wider consultation with the key ministries. He shared that the implementation of AWP 2015 was carried out to best possible extent by the project team, however the disruptions due to border disturbances and current fuel crisis has affected the implementation. This required carry forward of some of undelivered activities in 2015 to 2016.</p> <p>DDG of DLDBC Mr. Rabi Shah queried about the SWAp in DRM. Under Secretary of MoHA Mr. Pradip Koirala elaborated on the vital need for discussing the SWAp and advised to have comparative analysis of SWAp and establishment of trust-fund for implementing DRM activities. Mr. Dangal noted that discussion on SWAp is also related to the future of NRRCC hence he suggested to plan a separate meeting on this topic..</p> <p>Thanking a l for the valid queries and concerns, Mr. Singh told that scoping for SWAp in DRM could not be carried out because revision of the national DRR framework in line with Sendai Framework has to be done simultaneously while carrying out SWAp. Mr. Singh shared that project end dates for ICRM/BCPR and</p>	<p>The decisions were:</p> <ul style="list-style-type: none"> <li>• Scoping for SWAp in DRM to be carried out post a detailed discussion among key stakeholders (government and development partners) on the approach</li> <li>• Wider consultation to be held by UNDP for finalizing the next phase.</li> <li>• UNDP to allocate budget in AWP 2016 for formulation of next phase.</li> </ul>	<p>CO, PMU</p>

*PS Singh*

<p>ICRM/KOICA are respectively ending by June 2016 and end of April 2016, while further initial discussion with KOICA have identified the need for additional time. He also shared that DFID has agreed to extend till March 2016 to accomplish remaining activities especially on EOC network strengthening. Explaining these recent updates and considering the fact that further few months are required to consolidate the learning, and complete the on-going activities, he said that extension of the project till Dec 2016 has been realized as necessary.</p>	<p><b>Agenda 2: Review progress of 2015</b></p> <p>Mr. Ramraj Narasimhan presented the key achievements of the project in 2015 (presentation attached). The following discussions were held on the presentations:</p> <p>DDG of DUDBC Mr. Shah queried about the trainings delivered for masons and trainers for masons in partnership with CTEVT. He advised to take caution in selecting participants as masons already working in constructions should be trained for safer constructions. Mr. Rabi also advised to plan those activities which are priorities of line ministries and departments. In this regard, Joint Secretary of NPC Mr. Tulasi Gautam advised the concerned ministries and departments to provide timely inputs to CDRMP for planning activities for 2016.</p> <p>Under Secretary of MoUD Mr. Suman Salike queried about the modalities and approach being taken by CDRMP to conduct 'One VDC One Mason' and technology demonstration in rural areas and suggested that these need to be strongly linked with district level DUDBC offices. He also advised to coordinate with Central Bureau of Statistics to utilize Engineers already trained by UNDP on "Detailed Vulnerability Assessment:" through NEA.</p>
	<ul style="list-style-type: none"> <li>• Approved the progress of 2015.</li> </ul>
	<p>PMU</p>

*PSD/af*




Appreciating the presentations on progress of 2015 and work plan for 2016, Under Secretary of MoFALD, Mr. Rishi Acharya said that MoFALD has identified the need support for development of an urban resilience strategy for new municipalities. Besides, harmonization of local level guidelines and planning documents on DRR namely LAPA and LDRMP, is also a top priority. Mr. Acharya drew attention of UNDP to support MoFALD in these two areas.

Program Director of NPC Secretariat, Mr. Sagar Acharya, appreciated the two presentations and also acknowledged the support and contribution of CDRMP in GON planning and implementation of DRR initiatives in last five years. Mr. Acharya advised UNDP to share all the study reports and strategic guidelines/documents on DRR with NPC which could be utilized in forthcoming planning process and strategic implementations. Mr. Acharya also emphasized the need for knowledge management based on learning and experience of CDRMP.

Ms. Nicola Murray from DFID appreciated the two quite comprehensive presentations and queried the key outputs of the workshop recently held by Kathmandu Valley Development Authority (KVDA) on Risk Sensitive Land Use Planning (RSLUP) and specific comments received. She queried the status of Retrofitting Guidelines and while appreciating the need for on-site compliance aspects of e-BPS, recommended a review of other aspects of its effectiveness. Ms. Murray noted that the National Action Plan on Safer Construction was a good initiative and its finalisation would be a welcome development.

Ms. Lee from KOICA thanked UNDP for detail presentations and advised to share in details the remaining activities under ROK-UNDP/KOICA part with clear timelines to accomplish in 2016 so that proper and timely communication between UNDP and ROK-UNDP can be requested for no-cost extension.



<p>Mr. Narasimhan thanked all the PEB members and invitees for their queries and suggestions. Responding to the query from Ms. Murray, he shared that the comments in the RSLUP consultation at KVDA Board were related to the procedures on its implementation which would be incorporated in the final documents of RSLUP. The eBPS implementation could also be reviewed further to better inform its planned expansion by the MOFALD. The retrofitting guidelines were complete from a technical perspective and were still with DUDBC and it was expected to be moved forward on 18 December 2015 (Poush 3). He shared that "One VDC one Mason" intends to raise awareness of rural house owners for safer construction and was undertaken in coordination with DUDBC field offices and technology demonstration units would also be constructed in close cooperation with DUDBC district offices, if possible within their sites.</p>		
<p><b>Agenda 3: Present the proposed Annual Work Plan (AWP) 2016</b> Mr. Ramraj Narasimhan presented the Annual Work Plan (AWP) 2016 (attached presentation). The tentative budget for 2016 is USD 2.5 million.</p>	<ul style="list-style-type: none"> <li>• AWP 2016 (Jan-Dec 2016) approved.</li> </ul>	PMU
<p><b>Agenda 4: Present the proposed Quarterly Work Plan (QWP) for Q1 2016</b> Mr. Ramraj Narasimhan presented the proposed quarterly plan for fourth quarter of 2015 (attached presentation).</p>	<ul style="list-style-type: none"> <li>• QWP 1, 2016 (Jan-Mar 2016) approved.</li> </ul>	PMU
<p><b>Agenda 5: Extension of project</b> Mr. Dungal suggested that extension of project can be considered to allow the project to complete on-going activities and to finalize the new CDRMP pro-doc. Extension cannot be granted to keep the project open throughout the year by keeping unfunded activities in the work plan.</p>	<ul style="list-style-type: none"> <li>• Extension of CDRMP has been agreed till Dec 2016.</li> </ul>	UNDP/CO

*Ramraj*

## Closing

Mr. Dangal thanked all the meeting participants for their active participation and useful comments and feedback. He suggested to revise the AWP to: (i) remove the unfunded activities, (ii) depict clear timeline for extension for activities to be completed while considering extension of CDRMP till Dec 2016. He recommended that unfunded activities should not be included in the AWP since the extension would only cover the bridging period with focus on finalization of the next phase and its resourcing.

Ms. Sophie Kemkhdze thanked all for their constructive comments and feedback. She reiterated that due to urgent priorities posed by the earthquake necessitating focus of the government, UNDP and other stakeholders on earthquake response and recovery, project activities had been impacted. She further said the extension of CDRMP till Dec 2016 will provide us proper time for completion of remaining activities funded by DFID, KOICA and BCPR and for consolidation and hand over of CDRMP's achievements since 2011.

In closing, Ms. Kemkhdze again expressed her gratitude to Mr. Rameshwor Dangal, Joint Secretary, MoHA and all the participants for making the PEB meeting very productive and fruitful.

\*\*\*

RD Dangal



## Rubina Shakya

---

**From:** Vijay Prasad Kesari  
**Sent:** Tuesday, January 12, 2016 3:19 PM  
**To:** Rubina Shakya  
**Subject:** FW: (urgent) 2016 ASL for Nepal's ICRMP



50  
YEARS

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**Vijay Prasad Kesari**

Programme Analyst, EECDRM Unit  
United Nations Development Programme

UN House, Pulchowk, Lalitpur  
GPO Box 107, Kathmandu, Nepal

[vijay.kesari@undp.org](mailto:vijay.kesari@undp.org)

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---

**From:** Jen Stephens  
**Sent:** Thursday, January 07, 2016 8:49 PM  
**To:** Vijay Prasad Kesari <[vijay.kesari@undp.org](mailto:vijay.kesari@undp.org)>  
<[vijaya.singh@undp.org](mailto:vijaya.singh@undp.org)>; Dinesh Devkota <[dinesh.devkota@undp.org](mailto:dinesh.devkota@undp.org)>; Priyanka Chaudhary <[priyanka.chaudhary@undp.org](mailto:priyanka.chaudhary@undp.org)>  
**Subject:** Re: (urgent) 2016 ASL for Nepal's ICRMP

Dear Vijay,

Okay thank you for confirming! We will move ahead.

Best,  
Jen

---

**From:** Vijay Prasad Kesari <[vijay.kesari@undp.org](mailto:vijay.kesari@undp.org)>  
**Date:** Wednesday, January 6, 2016 at 11:51 PM  
**To:** Jen Stephens <[jen.stephens@undp.org](mailto:jen.stephens@undp.org)>  
**Cc:** Vijaya Singh <[vijaya.singh@undp.org](mailto:vijaya.singh@undp.org)>, Dinesh Devkota <[dinesh.devkota@undp.org](mailto:dinesh.devkota@undp.org)>, Priyanka Chaudhary

<[priyanka.chaudhary@undp.org](mailto:priyanka.chaudhary@undp.org)>

**Subject:** FW: (urgent) 2016 ASL for Nepal's ICRMP

Dear Jen ,

Thank you for your update .

The below figure of \$ 154,096 was taken based on the actual expenditure of 2013, 2014 and the provisional exp of 2015. Since 2015 exp is not yet been finalized and there are leftover commitment (POs) need to be closed during the 2016, so our budget will be nearly \$ 154,096.

So please assign the ASL as per the available resources in system i.e. is \$132,472.19. , We will do our budget adjustment accordingly after the finalization of 2015 expenditure in system, closure of left over POs and some internal adjustment of fund.

Thanks

Vijay



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**Vijay Prasad Kesari**

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Skype ID: vijay.undp

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*Please consider the environment before printing this email.*

**From:** Jen Stephens

**Sent:** Wednesday, January 06, 2016 10:06 PM

**To:** Vijay Prasad Kesari <[vijay.kesari@undp.org](mailto:vijay.kesari@undp.org)>

**Cc:** Dinesh Devkota <[dinesh.devkota@undp.org](mailto:dinesh.devkota@undp.org)>; Priyanka Chaudhary <[priyanka.chaudhary@undp.org](mailto:priyanka.chaudhary@undp.org)>; Vijaya Singh <[vijaya.singh@undp.org](mailto:vijaya.singh@undp.org)>

**Subject:** Re: (urgent) 2016 ASL for Nepal's ICRMP

Dear Vijay,

Happy New Year!

Thank you for sending in the ASL. We need clarification on the amount of the ASL, however, since the current balance in Atlas is less than the amount requested—possibly because of pending expenditures that were completed after you started the work-plan prep.

Per yesterday's report, the balance is \$132,472.19. Please confirm and adjust the ASL request, and then we can submit.

Many thanks!

Best,  
Jen

---

**From:** Vijay Prasad Kesari <[vijay.kesari@undp.org](mailto:vijay.kesari@undp.org)>  
**Date:** Monday, January 4, 2016 at 11:16 PM  
**To:** Jen Stephens <[jen.stephens@undp.org](mailto:jen.stephens@undp.org)>  
**Cc:** Dinesh Devkota <[dinesh.devkota@undp.org](mailto:dinesh.devkota@undp.org)>, Priyanka Chaudhary <[priyanka.chaudhary@undp.org](mailto:priyanka.chaudhary@undp.org)>, Vijaya Singh <[vijaya.singh@undp.org](mailto:vijaya.singh@undp.org)>  
**Subject:** RE: (urgent) 2016 ASL for Nepal's ICRMP

Dear Jen,

Please find the signed AWP and ATLAS generated AWP 2016 of CDRMP for establishing the ASL amounting \$ 154,096


Regards,



**Vijay Prasad Kesari**  
Environment Programme Analyst  
United Nations Development Programme  
UN House, Pulchowk, Lalitpur  
GPO Box 107, Kathmandu, Nepal  
[vijay.kesari@undp.org](mailto:vijay.kesari@undp.org)  
Tel: +977 15523200 ext 1093  
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Skype ID: vijay.undp  
<http://www.np.undp.org> Follow us:    

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*Please consider the environment before printing this email.*

 n: Jen Stephens  
**Sent:** Wednesday, December 16, 2015 12:56 AM  
**To:** Ramraj Narasimhan <[ramraj.narasimhan@undp.org](mailto:ramraj.narasimhan@undp.org)>; Deepak KC <[deepak.kc@undp.org](mailto:deepak.kc@undp.org)>  
**Cc:** Vijaya Singh <[vijaya.singh@undp.org](mailto:vijaya.singh@undp.org)>; Priyanka Chaudhary <[priyanka.chaudhary@undp.org](mailto:priyanka.chaudhary@undp.org)>  
**Subject:** (urgent) 2016 ASL for Nepal's ICRMP  
**Importance:** High

Dear Deepak and Ramraj,

In advance of our call today, I wanted to send through this email about the 2016 ASL.

Given the six-month no-cost extension, the current phase of ICRMP must be completed by June 30<sup>th</sup>, 2016.

This means project activities, especially field pilots should be completed by the end of March / April, so that we have time to document results, complete donor reporting, and all necessary end-of-project requirements (transfer of assets, etc.) Documented results will need to be ready to feed into a Phase II if we can secure a Phase II (still pending).

We do not have any time to spare at the start of 2016, so we need everything ready now for the ASL request. In order for the ASL to be issued, we need a pdf of the ATLAS-generated AWP for 2016 by December 21st or sooner if possible.

We ran the numbers, and it currently looks like \$208,772.88 will need to be programmed for 2016. Please confirm. This is actually a very high balance in relative terms.

Country	Fund	Project ID	Allocation	Cumulative expenditure (as of 23 Nov 2015)	Expected Delivery by 31 Dec 2015*	Remaining balance and ASL for 2016**
Nepal	Sweden: 26930	77652	500,000.00	291,227.12	291,227.12	208,772.88

\*estimated

We can discuss more soon on our call.

Thank you!

Best,  
Jen

---

**From:** BPPS CDT Stephens <[jen.stephens@undp.org](mailto:jen.stephens@undp.org)>  
**Date:** Monday, December 7, 2015 at 10:08 PM  
**To:** Ramraj Narasimhan <[ramraj.narasimhan@undp.org](mailto:ramraj.narasimhan@undp.org)>  
**Cc:** Vijaya Singh <[vijaya.singh@undp.org](mailto:vijaya.singh@undp.org)>, Deepak KC <[deepak.kc@undp.org](mailto:deepak.kc@undp.org)>, Dinesh Devkota <[dinesh.devkota@undp.org](mailto:dinesh.devkota@undp.org)>, Olga Marzolf <[olga.marzolf@undp.org](mailto:olga.marzolf@undp.org)>, Priyanka Chaudhary <[priyanka.chaudhary@undp.org](mailto:priyanka.chaudhary@undp.org)>, Mereseini Bower <[mereseini.bower@undp.org](mailto:mereseini.bower@undp.org)>, Razina Bilgrami <[razina.bilgrami@undp.org](mailto:razina.bilgrami@undp.org)>, Yasumitsu Doken <[yasumitsu.doken@undp.org](mailto:yasumitsu.doken@undp.org)>, Emmanuel Hatangimana <[emmanuel.hatangimana@undp.org](mailto:emmanuel.hatangimana@undp.org)>, Gereltogtokh Natsagdorj <[gereltogtokh.natsagdorj@undp.org](mailto:gereltogtokh.natsagdorj@undp.org)>, Jo Scheuer <[jo.scheuer@undp.org](mailto:jo.scheuer@undp.org)>, Ruth Mwathi <[ruth.mwathi@undp.org](mailto:ruth.mwathi@undp.org)>, Sudha Srivastava <[sudha.srivastava@undp.org](mailto:sudha.srivastava@undp.org)>, Rossana Dudziak <[rossana.dudziak@undp.org](mailto:rossana.dudziak@undp.org)>, Sophie Kemkhadze <[sophie.kemkhadze@undp.org](mailto:sophie.kemkhadze@undp.org)>  
**Subject:** Re: Project 00077652: Disaster Mgmt Policy Support - Allocation due to expire at the end of 2015

Dear Ramraj,

I am very sorry for the confusion in messaging. There was an oversight on internal coordination, so ROM was not informed of the project's extension.

Please be assured that as previously indicated the ICRMP has been extended through June 30th, 2016, per the official approval received from the donor (see attachment).

We will be in touch separately with you to finalize the AWP for 2016 later this week.

Kind regards,  
Jen



**From:** Ramraj Narasimhan <[ramraj.narasimhan@undp.org](mailto:ramraj.narasimhan@undp.org)>  
**Date:** Monday, December 7, 2015 at 6:09 AM  
**To:** BPPS CDT Stephens <[jen.stephens@undp.org](mailto:jen.stephens@undp.org)>  
**Cc:** Vijaya Singh <[vijaya.singh@undp.org](mailto:vijaya.singh@undp.org)>, Deepak KC <[deepak.kc@undp.org](mailto:deepak.kc@undp.org)>, Dinesh Devkota <[dinesh.devkota@undp.org](mailto:dinesh.devkota@undp.org)>  
**Subject:** FW: Project 00077652: Disaster Mgmt Policy Support - Allocation due to expire at the end of 2015

Dear Jen,

Hope you are well.

Sophie has just forwarded this email from BPPS regarding the ICRMP.

Deepak ji says that you had indicated extension of the programme until mid-2016. Some of our activities are on-going (MCGs, Installation of EWS).

Grateful if you could please clarify.

Thanks and best regards,

Ramraj



**Ramraj Narasimhan**  
Technical Specialist, DRM,  
Energy, Environment, Climate and DRM Unit  
United Nations Development Programme  
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**From:** Sophie Kemkhadze  
**Sent:** Monday, December 07, 2015 4:12 PM  
**To:** Ramraj Narasimhan <[ramraj.narasimhan@undp.org](mailto:ramraj.narasimhan@undp.org)>  
**Subject:** FW: Project 00077652: Disaster Mgmt Policy Support - Allocation due to expire at the end of 2015  
**Importance:** High



Sophie Kemkhadze, PhD  
Deputy Country Director (Programme)  
United Nations Development Programme  
UN House, Pulchowk, Lalitpur  
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*Please consider the environment before printing this email.*

From: Olga Marzolf On Behalf Of Sudha Srivastava  
Sent: Friday, December 04, 2015 2:16 AM  
To: Sophie Kemkhadze <[sophie.kemkhadze@undp.org](mailto:sophie.kemkhadze@undp.org)>  
Cc: Mereseini Bower <[mereseini.bower@undp.org](mailto:mereseini.bower@undp.org)>; Razina Bilgrami <[razina.bilgrami@undp.org](mailto:razina.bilgrami@undp.org)>; Yasumitsu Doken <[yasumitsu.doken@undp.org](mailto:yasumitsu.doken@undp.org)>; Emmanuel Hatangimana <[emmanuel.hatangimana@undp.org](mailto:emmanuel.hatangimana@undp.org)>; Gereltogtokh Natsagdorj <[gereltogtokh.natsagdorj@undp.org](mailto:gereltogtokh.natsagdorj@undp.org)>  
Subject: Project 00077652: Disaster Mgmt Policy Support - Allocation due to expire at the end of 2015  
Importance: High

Dear Ms. Kemkhadze,

I would like to call your attention to Project No. 00077652: Disaster Mgmt Policy Support, which received funding from the Crisis Prevention and Recovery Thematic Trust Fund (CPRTTF). Please note that this funding will expire at the end of December 2015.

An ASL for 2016 will not be issued for this project by BPPS. You are therefore encouraged to ensure that the project is fully delivered by the end of this year.

Please do not hesitate to contact your BPPS Integration and Coordination Support Unit Focal Point, and/or your Regional Bureau Country Desk Focal Point if you need any clarification.

Thank you for your cooperation.

Best regards,  
Sudha



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Resilient nations

***Sudha Srivastava***

*Chief, Resources and Operations Management*

*Bureau for Policy and Programme Support*

*United Nations Development Programme*

**Room: FF - 1543**

**New York, NY 10017**

**Phone: 212-906-5357; Skype: sudha.srivastava.undp**



SC/15/345

**PERMANENT MISSION OF JAPAN  
TO THE UNITED NATIONS  
NEW YORK**

09 December 2015

Dear Mr. Nihei,

With reference to your letter dated 18 November 2015, I am pleased to inform you that the Government of Japan has approved the project entitled "Support to Implementation of National Building Code and Safer Building Construction in 3 Earthquake affected Municipalities" in Nepal to be funded in the amount of USD 318,654 through the Japan-UNDP Partnership Fund.

In accordance with the approval of this project, the Government of Japan requests UNDP to undertake the following:

- 1) The project was approved by the Government of Japan on the understanding that it will not only contribute to the development of Nepal and the improvement of the living standards of the local people, but also further Japan's foreign policy and support the positions of Japanese staff.
- 2) It should be implemented in accordance with the Policies and Procedures of the Japan-UNDP Partnership Fund.
- 3) Every effort should be made to publicize that the project is funded by Japan in partnership with UNDP in accordance with the 'Policies and Procedures'4. It would be preferable to clearly refer to the fact that the project is funded by Japan in publications and articles regarding the project. Furthermore, UNDP is requested to submit materials, including press releases, promotional materials featuring Japan's ODA logo that were actually used, and pictures of the project's implementation, accordingly.
- 4) Every effort should be made to complete the project by its end-date.

- 5) UNDP should periodically submit progress reports, including financial disbursement records, for the project to the Government of Japan.
- 6) A final report including accounting statements should be submitted to the Government of Japan upon completion of the project. The statement should be based on actual expenditures.

I thank you in advance for your cooperation.

Sincerely,



Tatsunori Higuchi  
First Secretary

Mr. Naoki Nihei  
UNDP-JICA/Japan Collaboration Advisor, Japan Unit  
Bureau for External Relations and Advocacy  
United Nations Development Program  
New York, NY 10017



**United Nations Development Programme  
Nepal  
Project Document**

**Project Title** Support to Implementation of National Building Code and Safer Building Construction in 3 Earthquake affected Municipalities

**UNDAF Outcome(s):** 7. People living in areas vulnerable to climate change and disasters benefit from improved risk management and are more resilient to hazard related shocks

**Expected CP Outcome(s):** Support to Implementation of National Building Code and Safer Building Construction in 3 Earthquake affected Municipalities  
*(Those linked to the project and extracted from the CPAP)*

**Expected Output(s):** CPAP Output 7.2: Urban Populations are better able to prepare for and manage hazard (Project ID 88408)  
*(Those that will result from the project and extracted from the CPAP)*

**Implementing Partner:** **Main Implementing Partners:** Municipality Office, Municipal Council

**Responsible Parties:** **Key stakeholders:** Nepal Engineers Association local chapter, Masons organization, Contractor Association, Social Mobilizers  
**Central Government Stakeholders:** Ministry of Urban Development/Department of Urban Development and Building Construction, Ministry of Federal Affairs and Local Development

**Brief Description**

*"Support to Implementation of National Building Code and Safer Building Construction in 3 Earthquake affected Municipalities" aims at creating a conducive environment for safer building construction practices in 3 earthquake affected municipalities by building capacities of the municipalities to facilitate the safer building construction processes on the ground. The capacity building for the municipalities entails the institutionalization of the code compliant building permit system with risk sensitive land use planning, the practice of information dissemination to the house owners, and the generation of skilled personnel. The project will contribute to Nepal's post-earthquake reconstruction program led by the Reconstruction Authority, and support the country's long-term vision of making Nepal safer and less vulnerable from future seismic hazard and associated disaster risk.*

<b>Programme Period:</b> <u>Jan 2016 to Dec 2016 (12 months)</u>	
<b>Key Result Area (Strategic Plan):</b>	<u>Outcome 5&amp;6</u>
<b>Atlas Award ID:</b>	_____
<b>Start date:</b>	<u>Jan 2016</u>
<b>End Date</b>	<u>Dec 2016</u>
<b>PAC Meeting Date</b>	_____
<b>Management Arrangements</b>	<u>DIM (CDRMP)</u>

<b>Total resources required</b>	<u>\$318,654</u>
<b>Total allocated resources:</b>	<u>\$318,654</u>
• <b>Regular</b>	_____
• <b>Other:</b>	_____
○ <b>JAPAN</b>	<u>\$318,654</u>
<b>Unfunded budget:</b>	n.a.
<b>In-kind Contributions</b>	n.a.

Agreed by (Implementing Partner):

Agreed by UNDP:



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## I. BACKGROUND

On 25 April 2015 at 11:56 a.m. NST, a strong earthquake of M7.6 magnitude<sup>1</sup>, struck the western and central Regions of Nepal, including Kathmandu Valley. The earthquake was the strongest one since the Bihar-Nepal earthquake in 1934, and more than 300 aftershocks with M>4.0 have occurred until today. Four aftershocks were larger than M6.0 and the largest one of M6.8 occurred on 12 May.

This has resulted in destruction and damage of almost 800,000 houses and buildings<sup>2</sup> across the affected districts in the country. About 26% of the affected households are female-headed. The disadvantaged social groups in the poorest districts have suffered the largest damage and loss. As for the physical damages to the buildings, a huge number of houses damaged are attributable to the buildings that were non-engineered. The official record reports that 95 % of fully collapsed buildings and 67.7% of damaged houses were 'non-strength masonry' which is constructed with locally available or produced masonry such as stone, brick and sun-dried brick<sup>3</sup>. In rural areas like in Sindhupalchowk District, which have borne the brunt of the damage, have stone with mud mortar as the most common housing typology. While many affected rural buildings were naturally seismically weak structure, there are many reinforced concrete (RC) frame types of buildings that were totally collapsed due to structural failures.

The National Building Codes (NBC)<sup>4</sup> formulated to ensure structural safety of construction, approved in 2005 by the Cabinet, is mandatory in all municipalities as per amendment to Building Act, 2007. However in practice, ineffective governance coupled with limited technical, financial resources at national and local levels, shortage of skilled manpower and lack of political will and awareness among house owners have been restraining its effective enforcement. Implementation of NBCs is limited to only few municipalities and it has not touched upon the most prevalent construction typology (stone, brick and mud mortar) in rural areas where mass destruction of buildings happened due to the recent earthquake.

The experiences of the April 2015 earthquake have highlighted the importance and urgency of improving the structural safety of the buildings and risk sensitive land use planning in the country. It is important to note that, while number of non-strength masonry buildings and non-code compliant buildings were severely damaged or collapsed at the cost of human lives, it was proved that those buildings compliant to building codes were undamaged by the tremors even in the towns close to the epicentres in the affected districts. Also noteworthy is the satisfactory performance of many schools that were retrofitted over the past few years and withstood the large-scale earthquakes.

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## II. SITUATION ANALYSIS

### Urgency

After the recent earthquake, Government of Nepal has notified all the municipalities/local bodies to exercise building construction moratorium for two months during which any new construction and issue of building permit within their jurisdiction is prohibited.

It is expected that since the construction moratorium is now lifted, there will be strong directives to local bodies to enforce safer construction practices stringently. The safer construction practices involve two aspects of construction. First is the reconstruction and retrofitting of damaged buildings, and the second is for the new buildings. The reconstruction of damaged buildings will involve the techniques of 'Build Back Better' methodologies, and for upcoming new buildings, the enforcement of the existing building code is essential to ensure that risks are not re-accumulated.

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<sup>1</sup> National Seismological Center

<sup>2</sup> Post Disaster Needs Assessment (PDNA) reports "a total of 498,852 houses have fully collapsed or are damaged beyond repair, and 256,697 have been partly damaged", according to Ministry of Home Affairs.

<sup>3</sup> PDNA

<sup>4</sup> Under National Building Code, four building types are identified (A) International states of Art, Engineered (National/International Building Codes), (B) Engineered, (C) Mandatory Rules of Thumb (Pre Engineered), (D) Low strength masonry, Non Engineered

Once the reconstruction program commences, local bodies are expected to play a vital roles in facilitating the safer (re)construction of buildings on the ground. Urgent action is required to support preparing the local bodies with appropriate capacity to facilitate the (re)construction work of thousands of houses.

### **Rural Housing Vulnerability – capacity & governance for code compliance**

Municipalities/local bodies are primarily responsible for the enforcement of safer building construction in the country. However, very few municipalities, especially rural municipalities/newly formed municipalities in Nepal, have the technical and logistic capacity to facilitate these practices. The existing building permit process in the most of municipalities does not ensure the compliance to the national building code for the reasons such as the lack of trained professionals in municipalities. This could be compounded by the pressure to rebuild the collapsed buildings rapidly in the coming months. As the Post Disaster Needs Assessment (PDNA)<sup>5</sup> notes, if the reconstruction of new housing stock is not regulated through building codes and not governed by well-resourced local governments and a skilled workforce, the vulnerabilities in the building construction sector will continue to increase in the future. This creates the perfect breeding ground for future earthquake disasters. Therefore, it is urgent to capacitate the local bodies in delivering the services of safer construction techniques to the people. The local bodies are the only agencies that are accessible to the local inhabitants.

The PDNA further notes that rural housing vulnerability is a combination of social and economic factors, and poor application of the National Building Codes' guidance for earthquake resistant non-engineered buildings in remote areas, lack of availability of skilled masons and technical staff for supervision in the rural areas.

Housing reconstruction programme not only needs to rebuild huge numbers of housing units but also has to address these gaps or else harbours the risk of increasing further vulnerabilities. As reconstruction of buildings start in the affected areas, it is critically urgent to install appropriate and sufficient capacity at the municipalities to facilitate safer building construction, as well as among the affected populations with knowledge and skills to build back better.

### **Proposed sites for intervention (Chautara, Melamchi and Pachkhal municipalities)**

The project will provide support to Chautara municipality (Sindhupalchowk District), Melamchi municipality (Sindhupalchowk District) and Pachkhal municipality (Kavrepalanchowk District). The three municipalities are among the 43 municipalities in the 14 most severely affected districts and highly vulnerable to earthquakes. These are newly declared municipalities (in December 2014), hence, they lack the technical resources and organisational structure, knowledge for many aspects of municipal administration and governance, including for safe construction and building code implementation. The April 2015 Earthquake and the damage distribution of buildings around these area have opened the opportunity for safer construction and reconstruction in these area.

The initial assessment of these local bodies through filed visits conducted revealed that these municipalities are very keen on adopting the concept of Build Back Better and safer construction techniques not just limited to the earthquake reconstruction but creating a culture of safety through building code implementation in the long run. The willingness of the communities to adopt the knowledge of earthquake resistant construction technique is overwhelming, and this was learned through the recent two mason's training and two awareness raising activities conducted by UNDP's Comprehensive Disaster Risk Management Program (CDRMP) in Sindhupalchowk District.

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<sup>5</sup> PDNA was conducted and completed in July 2015, to assess the impact of the disaster, including the funding implications for the restoration of livelihoods, economy and services, rehabilitation and reconstruction of housing and infrastructure. The assessment was conducted under the leadership of the National Planning Commission (NPC) with the technical support from various organizations including UNDP. PDNA estimated that the total value of disaster effects (damages and losses) caused by the earthquakes is NPR 706 billion (US\$7 billion). Of that amount, NPR 517 billion (76 percent of the total effects) represents the value of destroyed physical assets, and NPR 189 billion (24 percent of the total effects) reflects the losses and higher costs of production of goods and services arising from the disaster.

The selected municipal areas are the market centres, headquarters and nodes for all the rural population seeking administrative and economic service delivery. The safer construction initiatives adopted by these localities would have a demonstrative effect and would trickle down to the rural hinterlands, where the population is equally if not more affected by the earthquake.

After the Government has lifted the construction moratorium, the three municipalities have begun to introduce a rudimentary building permit system without adherence to Nepal's National Building Code. It is expected that the people will throng to these institutions asking for building permit certificates and adherence to code compliance. The lack of skilled human resource and the knowledge gap may lead to business as usual process and reconstruction of risks and earthquake vulnerabilities in future. From UNDP's experiences in the past, the most urgent interventions need to focus on the capacity of municipalities to implement a code compliant building permit system, ensuring the supply of skilled man power for owner-built houses, and create demands and build know-how among the house owners for safer building construction.

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### III. STRATEGY FOR PROMOTION OF SAFER BUILDING CONSTRUCTION

The project draws on lessons and experiences from UNDP's Comprehensive Disaster Risk Management Program (CDRMP, 2011-2015), which has been supporting the safer building construction in 5 municipalities and 6 urbanizing VDCs in Kathmandu Valley.

Of the 43 municipalities affected by the earthquake, only 13 municipalities have the code-compliant building permit system in place and they are all concentrated in Kathmandu Valley. Typical capacity gap in the municipalities without the code-compliant permit system is observed in the following areas:

**Human resources:** to effectively scrutinize the structural drawings submitted as part of the building applications; approve or recommend revisions to ensure compliance with building code provisions.

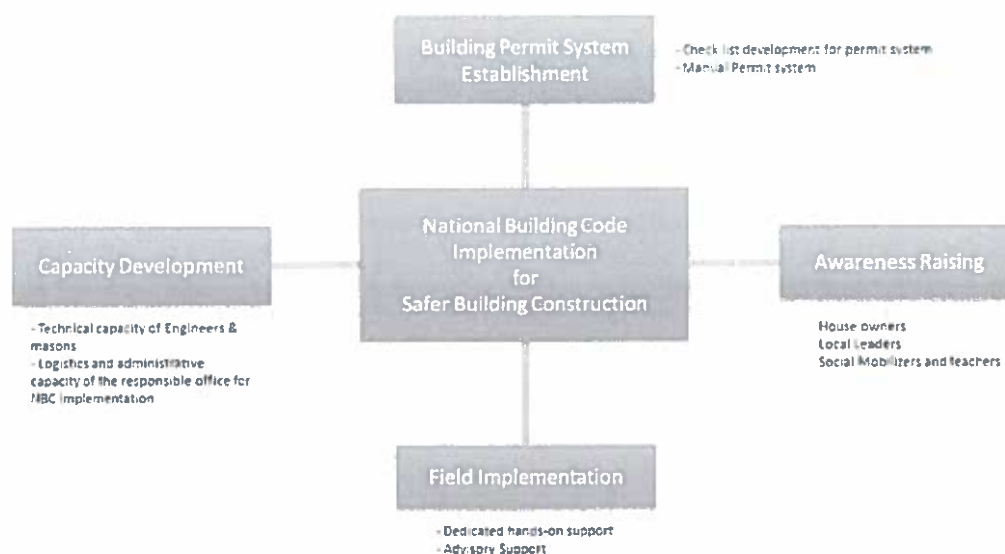
**Technical processes/ systems:** to revise building permit system process to integrate code compliance. This extends to providing relevant advice/ guidance to prospective home builders and designers/ engineers

**Enforcement:** to ensure that approved drawings translate to code-compliant constructions on the ground.

With massive reconstruction anticipated in the affected municipalities soon after the 2-month moratorium banning new constructions are removed, especially after the monsoons, it is the right time for assisting municipalities to set up the requisite systems to ensure safe constructions.

It is important to highlight that the pre-requisite for building code implementation at the local level is the development of a code compliant permit system at the outset. A code compliant building permit system needs to be combined with appropriate technical and functional capacity of the responsible municipality officials to effectively implement, high demand from the house owners on safe construction, supply of appropriate volume of skilled persons on the ground (including the trainers), and strong monitoring of field implementation (See the Frame of Approach below). The sustainability of the system relies on the strong leadership and commitment of the local bodies with continued investment in the internal capacity enhancement.

**Figure 1: UNDP Nepal's frame of approach for the support to NBC implementation for Safer Building Construction**



Last but not least, Safer Building Construction is not only the issue of structural safety of the building, but also about spatial risk-informed development of the settlement as a whole. Wherever feasible, the element of **risk sensitive land use planning** will be promoted and supported hand in hand with the promotion of the structural safety of the buildings.

### **Sustainability & Scalability**

Strengthening fundamental capacity of the existing municipality technical section is a key to the **sustainability** of the project. This has been demonstrated in the past UNDP's support to the municipalities and VDCs in Kathmandu Valley where trained engineers/technicians remain in the municipality to facilitate safer building construction, and continuous resource allocation from the local bodies is made available after the UNDP's support is over. After the earthquake, Ministry of Federal Affairs and Local Development announced to attach at least one engineer to each municipality. Japan-UNDP partnership fund will strengthen the capacity of the technical unit in the three target municipalities.

In the aftermath of the earthquake, there is high demand among the local bodies in receiving guidance and capacity support from the central government and non-government organizations. It is aimed that the target municipalities under the project will generate demonstrative effect to the surrounding municipalities or villages where similar system is required. UNDP will encourage a **scale-up** of the safer building construction practice through local bodies by facilitating the peer learning among the neighbouring municipalities and VDCs, as well as advocating to the central government (Ministry of Federal Affairs and Local Development and Ministry of Urban development) for the expansion of already demonstrated approaches in the wider geographical area.

## **IV. UNDP'S EXPERTISE IN PROMOTION OF SAFER BUILDING CONSTRUCTION**

UNDP has a long-term support to the Government of Nepal to build their capacity to the promote of safer building construction practices, and these are represented by Earthquake Risk Reduction and Recovery Programme (ERRRP, 2007-2010) and Comprehensive Disaster Risk Management Program (CDRMP, 2011-2015).

Through CDRMP, UNDP has been supporting Kathmandu Metropolitan City and Lalitpur Sub-metropolitan city in developing and implementing electronic Building Permit System (e-BPS) which allows code compliance building drawings and construction completion certificates. Similarly, 5 new municipalities of Kathmandu valley have been supported by CDRMP to implement code compliant manual building permit system since 2013. The support includes; staff mentoring and establishing counselling centres for prospective house owners.

Policy and normative aspect of safer building construction is critical to complement the above mentioned bottom-up capacity building support at local government level, and this is one area of expertise for UNDP. Recent work by CDRMP supported Ministry of Urban Development in drafting seismic retrofitting guidelines of vulnerable buildings in Nepal. Another significant policy-level intervention is demonstrated by the work of facilitating Nepal Rastra Bank (Central Bank) to issue a directive to all Banking and Financial Institutions in code compliant housing investment. This is a small but catalytic step toward the demand creation through the engagement of private financial sector.

UNDP Nepal has an in-house technical capacity to facilitate Risk Sensitive Land Use Planning (RSLUP), and has been supporting Kathmandu Valley Development Authority to conduct a study of urban growth trend and Multi-hazard Vulnerability assessment of Kathmandu valley in 2013. This led to finalizing the RSLUP of Kathmandu Valley, and the experience contributed to promoting country-wide risk sensitive settlement development and guiding document for drafting Building Bye Laws which is developed by Ministry of Federal Affairs and Local Development.

As part of immediate post-earthquake early recovery support, UNDP is currently supporting the capacity building of 150 engineers of Kathmandu Valley in building code implementation. Within the valley, it is planned to support the institutionalization of the skilled person by developing a licensing system whereby a pool of 600 trained masons are formally registered, and mobilized throughout the municipalities in the valley.

Last but not least, in supporting the post-earthquake recovery of 2015 earthquakes, UNDP aims to draw lessons from the experiences of 2011 Ilam post-earthquake early recovery of school buildings damaged by the quake.

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## **V. COMPLEMENTARITY WITH NATIONAL PROGRAMME AND OTHER PARTNERS**

### **National Reconstruction Program**

Proposal for the Reconstruction Authority has been introduced in the parliament for approval, and it is expected that the institution will be established and functional in the near future. Meanwhile, the reconstruction policy and operational guideline have been under preparation by National Planning Commission. Detailed house-to-house survey is being planned by Central Bureau of Statistics to finalize the list of 'affected households'. It is envisaged that a mechanism at district and local level will be instituted to coordinate the planning, implementation and monitoring of the reconstruction program - the implementation mechanism is expected to have designated implementation units at District level and VDC/ municipality level.

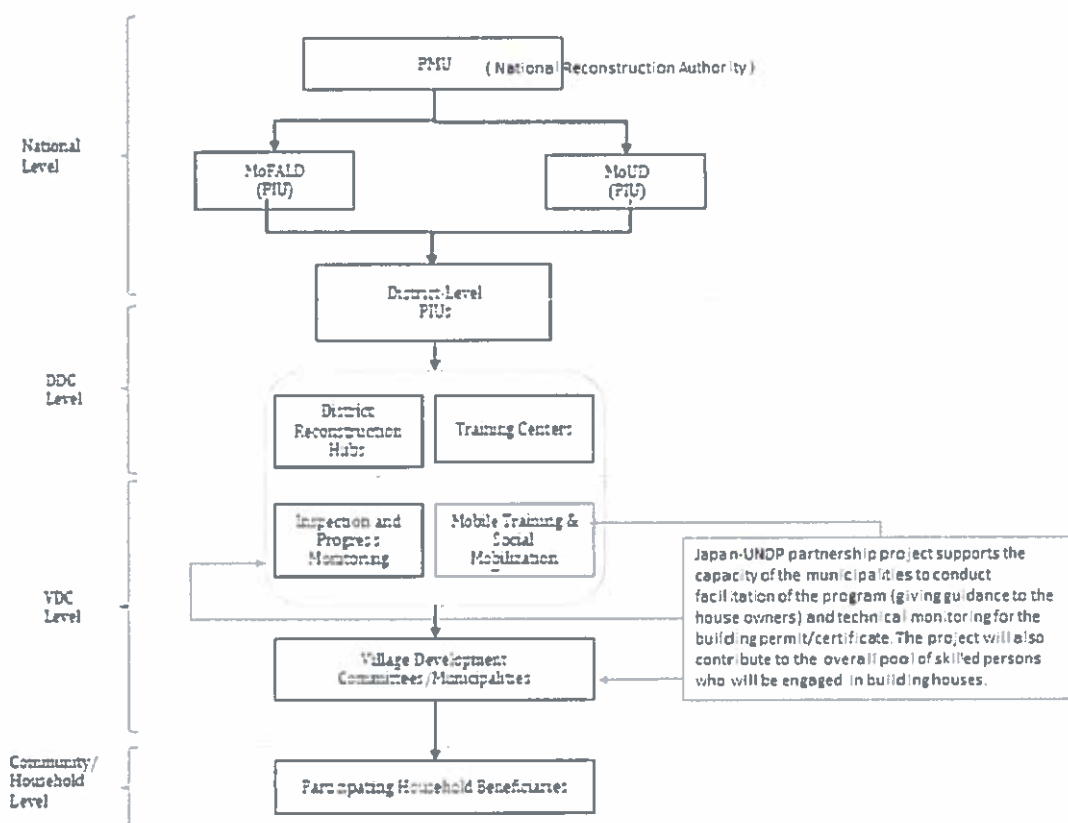
At the local level, municipalities and VDCs play a key role to facilitate the safer (re)construction in a long run. Japan-UNDP Partnership Fund project specifically contributes to strengthening the capacity of the municipalities to operate the building permit system, to guide house owners through the safer building construction process and know-hows, as well as to promote the increased and institutionalized pool of skilled person available for (re)construction in short, medium and long-term. By strengthening the essential core technical and functional capacity of the existing institutional mechanism (in this project, technical section of municipalities), the project aims at the effectiveness and sustainability of the results of the technical support in a longer term. There are 43 municipalities and more than 700 VDCs that have suffered from the earthquakes. Many of

these local bodies lack the appropriate capacity to facilitate the safer building construction. Some development partners such as the World Bank and UNDP (and potentially other organizations) will provide capacity support to the municipalities and VDCs to facilitate the safer building construction (i.e. providing building permit etc.) where needed in a coordinated manner. UNDP has received requests from the three municipalities that will be supported under the Japan-UNDP Partnership Fund Project.

Training of trainers (TOT) for masons' training proposed in this project would create much needed trainers that other national and international agencies could capitalise upon as they initiate activities to create more trained masons to contribute to the reconstruction in the severely affected districts. (While PDNA estimates that at least 20,000 masons are needed, DUDBC's recent figure indicates 50,000 masons)

**Figure 2: Envisaged tentative frame of structures for program implementation**

The key elements of the necessary levels of support, guidance, coordination, administrative and monitoring functions for reconstruction program were suggested in the PDNA Housing chapter, and proposed in the form of the below diagram by the World Bank in its project appraisal document. Final decision of the operational structure of the ground level implementation is expected to be made by the Reconstruction Authority. It is planned that VDCs/municipalities grouped into clusters to focus on certain number of houses to be (re)constructed. VDC secretariat/municipality office requires certain level of capacity to support implementation of the reconstruction.



### Synergy with JICA's technical support

It is envisaged that the Japan-UNDP partnership project maximizes the synergies with the support provided by JICA/Government of Japan for the reconstruction. It is understood that the Government of Japan's support to housing reconstruction through the loan of 12 billion Japanese Yen (approximately 96 million USD, co-financing with the World Bank), is utilized for the housing grant to subsidize the reconstruction of individual houses (2,000 USD per household as per the

Nepali Government's decision) in the 14 most affected districts. UNDP's support will focus on strengthening the capacity of the local government (3 municipalities identified and request received) who is responsible for issuing code compliant building permit responding to the demand for the housing re-construction. By strengthening the local government's service delivery, the project is expected to bring about synergetic impact to the overall housing construction supported by JICA.

There are other complementary or synergetic effect expected between JICA's assistance and UNDP's support through Japan-UNDP partnership fund. In Melamchi municipality and other multiple locations in Sindhupalchowk, JICA plans to bring in the technical expertise to construct 'model houses'. This facilitates not only the on-the-job training of skilled person during the construction of the model houses, but also to provide the visible demonstrative safe structure to the house owners. This contributes to the local level trainings of the skilled persons and enhancing the knowledge of the house owners on safer construction.

In Melamchi municipality, while JICA acts as a partner organization to mainly support the on-the-ground capacity building of skilled persons and house owners, Japan-UNDP Partnership Fund project will support the municipality directly to build their capacity not only to establish and operate the code-compliant building permit system but also provide guidance to the house owners by disseminating the information about building permit system and safe building construction through a resource centre. (It is critical that the local body has the appropriate and sufficient capacity as they are the key implementer and facilitator for the code compliant building construction not only during the reconstruction period but also in the long-term.) By ensuring the municipality to fully utilize the output of the model house initiative supported by JICA, it will amplify the impact and effectiveness of the knowledge/information dissemination on safer building construction.

The Government of Nepal has an ambitious target of training 50,000 masons, and various organizations including UNDP and JICA will contribute their resources to the overall pool of masons to support this. It is very important to recognize (and if possible to support) the District-level implementation and hub-level coordination over the rostering/certification of trained masons, since this will avoid the duplication of efforts and promote effective allocation of resources.

### **Coordinated approach and synergy with other development partners and I/NGOs**

The three municipalities have officially request the support from UNDP in this area, and close communication with the Ministry of Federal Affairs and Local Development and Ministry of Urban Development have been made so far. Meanwhile, UNDP also works closely with Shelter Cluster who is currently coordinating shelter and housing reconstruction related non-government partners. This is to reduce the duplication of the support areas and maximize the available non-government resources to support across the affected districts. Potentially, as the humanitarian phase secedes, the shelter cluster together with the early recovery cluster will be transformed into the recovery and reconstruction platform where non-government partners continue their coordinated approaches. UNDP will be part of this platform and play a major role in this coordination mechanism to ensure the synergy with all the relevant non-government support for the reconstruction.

### **Nation-wide effort toward Safer Building Construction in a long-term**

It is important to note that the 'earthquake affected districts' are not the only vulnerable areas to the seismic hazard. Nepal continues to face the earthquake in the future, and promotion of safer building construction across the country should be considered as equally high priority while reconstruction program is rolled out. Prior to the disaster, Department of Urban Development and Building Construction (DUDBC) under Ministry of Urban Development drafted 20-year National Plan of Action for Safer Building Construction to promote nation-wide safer building construction<sup>6</sup>. According the plan, Ministry of Federal Affairs and Local Government (MOFALD) and DUDBC plan to strengthen the enforcement of NBC implementation along with building bye-laws in all the 191 municipalities in Nepal over the coming two decades. The project is expected to support not only the immediate 5-year recovery needs of the affected municipalities, but also to ensure the

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<sup>6</sup> The plan of action was developed with the leadership of DUDBC with the facilitation of Nepal Risk Reduction Consortium Flagship 5 partners (UNDP, JICA, NSET, DFID, CORD etc.) in between June 2014 and April 2015.

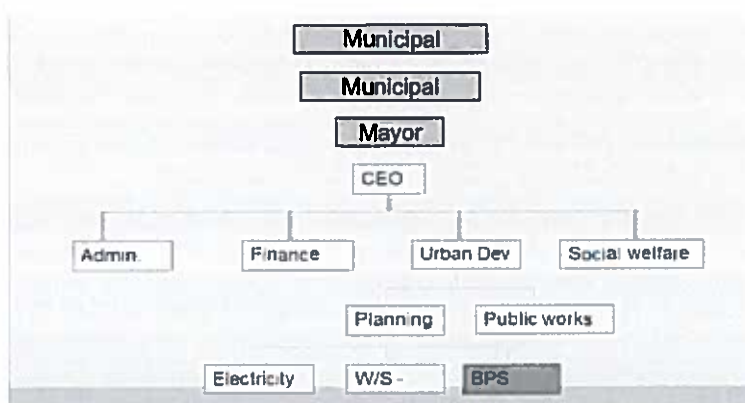
contribution to the country's long-term investment in the risk mitigation and the reduction of loss from future earthquakes through safer building construction. It is with this view, the project focuses on the fundamental capacity of the municipalities who are responsible for giving out seismically proven building permit on the ground.

## VI. KEY GOVERNMENT AND NON-GOVERNMENT STAKEHOLDERS

The project will collaborate closely with the relevant national government ministries, department and district/local administration as well as multi/bi-lateral development partners. Through participation in the Shelter Cluster led by Department of Urban Development and Building Construction as well as stakeholders supporting the Reconstruction Authority, the project will actively collaborate with other national and international agencies (World Bank, JICA etc.) involved in relevant initiatives.

1. **Partnership at national level<sup>7</sup>:** UNDP will closely work with Ministry of Federal Affairs and Local Development (MoFALD), Ministry of Urban Development (MOUD). Key agencies that will be closely partnered with are the Department of Urban Development and Building Construction (DUDBC), and the proposed Reconstruction Authority. The engagement with Centre for Technical Education and Vocational Training (CTEVT) will be sought by contributing to the institutionalization of the lessons from the masons training into CTEVT's curriculum. As for the non-government, the emerging non-government coordination mechanism through Shelter cluster is another partnership at national level. Similarly, the project will ensure the regular communication with World Bank and JICA who are the key donors to the housing reconstruction.
2. **Coordination at district/municipality level** – At the municipalities, activities will be coordinated directly through the Municipal Councils and technical division of the municipalities, with involvement of MOFALD's Municipal Division. It is critical to keep close eye on the emerging Reconstruction Authority's institutional set-up for the coordination of the implementation and monitoring of the reconstruction program (see the Figure 2 under IV. above) at the local level. The capacity support to the target municipalities through this project will directly complement the effectiveness of Reconstruction Authority's implementation mechanism on the ground.

Figure 3: institutional set-up within municipalities where UNDP's capacity support is provided  
(Setting up of building Permit System (BPS) will be promoted, and the capacity of the in-house engineers will be strengthened to facilitate the code-compliant BPS )



<sup>7</sup> Ministry of Federal Affairs Ministry of Local Development is responsible for the coordination, cooperation, facilitation and monitoring and evaluation of activities undertaken by local bodies - 75 District Development Committees, 191 Municipalities and 3276 Village Development Committees. It also has a mandate to coordinate, cooperate, facilitate and synergize the initiatives taken by different development partners. Ministry of Urban Development is responsible for formulation and implementation of urban planning standards, building codes, safer construction guidelines. Ministry of Education through the CTEVT is responsible for vocational training of masons, and other construction-related artisans (plumbers, electricians etc.)



The implementation of the project activities, particularly at the municipalities will benefit from close partnership with UN Volunteers, through recruitment and deployment of National UN Volunteers (NUNV Engineers) to support the municipalities. The NUNVs will also play a critical role in promoting awareness among the communities on safer construction practices.

### 3. Engagement of the Government of Japan as donor

Ensuring accountability to the Government and the people of Japan as the donor is one of the key priorities in implementing this project. The project will **maximize the visibility of the support from Japan** by embedding the Japanese flag logo and stickers in the equipment/items provided to the municipalities and banners used for training sessions. Not limited to the timely reporting of the progress of the project to the Government of Japan, the project will invite the Embassy of Japan to visit the field to observe the results brought to the beneficiary municipalities and the communities.

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## VII. PROJECT OBJECTIVE, OUTCOME, OUTPUTS AND ACTIVITIES

### Objective:

To contribute to Nepal's overall earthquake recovery and long-term Safer Building Construction effort

### Outcomes:

A conducive environment for safer building construction is created for the affected municipalities through improved access to knowledge and skills for the housing reconstruction for the local bodies, skilled persons and the people in the communities.

### Key Outputs and Activities:

The project activities are designed to lead to three outputs as detailed below:

#### **Output 1: Fundamental institutional capacity of the target municipalities to effectively facilitate Code Compliance Building Permit System is installed and strengthened**

**Activities:** Building on UNDP's experiences of working with established and newly-created municipalities in Kathmandu Valley, the interventions for the support to the target municipalities are composed of the following;

1. Support municipalities to establish the processes for issuing code-compliant building permits. This will involve:
  - establishing / strengthening of a building permit section within the municipalities.
  - revision of application forms to ensure requisite drawings are part of the applications.
  - standardization of Permit fees for various categories of buildings;
  - equipping with computers and requisite software, internet connectivity (to link to the Electronic Building Permit System in the future) and office furniture;
2. Technical support to the building permit section engineer. This will include:
  - provision of engineers to support the building permit section engineers on a daily-basis to scrutinize/ review building applications and drawings for code compliance<sup>8</sup>.

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<sup>8</sup> this support will be transitioned to a remote support (modelled on call-centre/ internet-based operation) in the long-run

- Support to enforce code-compliance. Includes provision of logistic support for monitoring compliance and enforcement through GPS-enabled camera for geo-tagged photos of critical members of building and support regular (and random) site visits/ inspections
3. Support Chautara municipality to develop Risk Sensitive Land Use Plan (RSLUP) and to update building bye-laws accordingly. This will involve:
- conducting baseline survey, participatory assessments of seismic and other hazards, vulnerabilities, growth trends, and risks
  - develop Risk Sensitive Land Use Plan (RSLUP) with involvement of the municipality, communities and other stakeholders
  - development of building bye-laws incorporating risk assessment findings and land use planning considerations of the RSLUP, and its integration into the building permit system

\*The activity 3. could be implemented in all 3 municipalities. However is being prioritized for Chautara municipality, due to it being most severely affected, and also that the other two municipalities would be covered through other pipeline projects.

**Targets:**

- 3 municipalities install code compliant Building Permit System
- 1 municipality updates building byelaws based on Risk Sensitive Land Use plan

**Output 2: Increased awareness and demand leading to the population having improved understanding and awareness of safer building construction in the target municipalities**

**Activities:**

1. Establish mechanisms for weekly orientations in the municipality to create awareness of home builders, and local community as a whole on safer building construction. House owners, local leaders, women's groups and networks, social mobilizers, school teachers will be targeted through the weekly orientation on earthquake safe construction practices;
2. Establish a building construction support centre in each target municipality, to function as the information desk administrated by the municipality providing information related to safer building construction to home owners in the municipality.
3. Support the construction of a small building in the municipality by mobilizing the trained masons/ engineers, to serve as technology demonstration unit/ building construction technology support centre. (It could also simultaneously be used for any other office of the municipality depending on the needs.)
4. Support Women's groups and networks to visit demonstration unit/construction sites to observe and understand safe construction technologies and to supervise construction of houses in their settlements

**Targets:**

- Weekly Orientation is established and functioning in the target 3 municipalities;
- Building construction support center established in each of the target 3 municipalities
- 3 nos. of Building Construction Demonstration Units constructed in each municipality

**Output 3: Pool of skilled human resources developed and enhanced to support the safer construction of both new buildings and existing damaged buildings in the target municipalities**

**Activities:**

1. Train engineers and sub-engineers, both registered at the municipalities and from different government agencies based in the municipalities, on the provisions of building codes and their implementation;

2. Train masons (women and men) in municipalities on safe construction to ensure post-earthquake reconstruction do not rebuild risks and vulnerabilities and support creation of a roster of masons trained and certified;
3. Conduct training of trainers (TOT) for Mason's training for 30 trainers in each municipality to ensure the sustained skill supply at the local level in a long-run.

The project will support activities both on demand and supply side to ensure sustainability and opportunities for employment for trained masons through rostering of trained masons at the municipalities, (supply side), and making mandatory the engagement of trained masons in (re)construction to obtain building permits and creating awareness among communities and home builders on safer construction (demand side).

*Targets:*

- 30 engineers are trained in each municipality on NBC implementation (Total 90 Engineers);
- At least 30 masons are trained and certified in roster for safe building construction in each target municipality (total 90 Masons trained);
- Sustainability of future mason training and quality assurance of trained masons is promoted through Training of 30 Trainers for each municipality (Total 90 Trainers developed).

### VIII. RESULTS AND RESOURCE FRAMEWORK (RRF)

<b>Project title:</b> Support to Implementation of National Building Code and Safer Building Construction in 3 Earthquake Affected Municipalities <b>Objective:</b> Contribute to Nepal's overall earthquake recovery and longer-term Safer Building Construction effort. <b>Outcome:</b> A conducive environment for safer building construction is created for the affected municipalities through improved access to knowledge and skills for the housing reconstruction for the local bodies, skilled persons and the people in the communities.			
INTENDED OUTPUTS	OUTPUT TARGETS FOR 12 months (Jan 2016 to Dec 2016)	ACTIVITIES	RESPONSIBLE PARTY
<p><b>Output 1:</b> Fundamental institutional capacity of the target municipalities to effectively facilitate Code Compliance Building Permit System is strengthened and systems installed</p> <p><i>Baseline: Of the 43 municipalities affected by the earthquake, only 13 compliant building permit system in place and they are all concentrated in Kathmandu Valley. None of the 3 targeted municipalities have systems to implement code-compliant building permit system</i></p> <p><i>Indicators:</i>            # of municipality with code compliant permit system            # of municipality with building by-laws integrated</p>	<p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>- 3 municipalities install code compliant Building Permit System</li> <li>- 1 municipality updates building byelaws based on Risk Sensitive Land Use plan</li> </ul>	<ol style="list-style-type: none"> <li>1. Support municipalities to establish the processes for issuing code-compliant building permits.</li> <li>2. Provide technical support to the building permit section engineer</li> <li>3. Provide support to enforce code-compliance.</li> <li>4. Support 1 municipality to develop Risk Sensitive Land Use Plan (RSLUP) for the municipality; update building bye-laws accordingly and integrate into building permit system</li> </ol>	<p><b>INPUTS</b></p> <p>Technical Expertise for building permit system set up – <u>13,050</u>            4,350 x 3 months</p> <p>Technical Support (Engineers) to municipalities – <u>36,000</u>            1,000 x 12 months x 3 municipalities</p> <p>Technical Expertise for RSLUP and building bye-law integration – <u>21,000</u>            21,000 x 1 municipality</p> <p>Logistic Support (computers, printers, software, office equipment)- <u>64,500</u>            21,500 x 3 municipalities</p> <p>Printing and Publications (application forms, flyers, brochures)– <u>6,000</u>            2,000 x 3 municipalities</p> <p>Motorcycle for site visits/ inspections for code-compliance and enforcement – <u>6,000</u>            2,000 x 3 municipalities</p>

<p><b>Output 2: Increased awareness and demand-creation leading to the population having improved understanding and awareness of safer building construction in the target municipalities</b></p> <p><i>Baseline: Awareness among the communities about existence of National Building Code has been increased post-earthquake, but actual understanding on its provisions and applying to constructions is minimal. Targeted municipalities do not have mechanisms to provide information to home builders on safe construction</i></p> <p><b>Indicators:</b> Established and functioning weekly orientation managed by municipalities # of established demonstration unit (future resource center)</p>	<p><b>Targets</b></p> <ul style="list-style-type: none"> <li>- Weekly Orientation is established and functioning in the target municipalities;</li> <li>- Building construction support center established in each of the target municipalities</li> <li>- 3 Building Demonstration Unit in each municipality</li> </ul>	<ol style="list-style-type: none"> <li>1. Establish mechanisms for weekly orientations in the municipality</li> <li>2. Establish a building construction support centre in each municipality</li> <li>3. Support the construction of a technology demonstration unit/ building construction technology support centre.</li> <li>4. Support Women's groups and networks active engagement in housing reconstruction</li> </ol>	<p><b>UNDP</b></p>	<p><b>Technical Inputs- Senior Project Officer (Engineer)- <u>24,000</u></b> 2,000 x 12 months</p> <p><b>Orientation events- <u>7,500</u></b> 2,500 x 3 municipalities</p> <p><b>Building Construction Demonstration Unit- <u>43,200</u></b> 4,800 x 3 units x 3 municipalities</p> <p><b>Travel Costs</b> (for orientation of women's groups and to visit/ supervise housing reconstruction)- <u>7,500</u> 2,500 x 3 municipalities</p> <p><b>Coordination- Project Assistant- <u>6,000</u></b> 500 x 12 months</p>
<p><b>Output 3: Pool of skilled human resources developed/ enhanced to support the safer construction of both new buildings and existing damaged buildings in</b></p>	<p><b>Targets:</b></p> <ul style="list-style-type: none"> <li>- 30 engineers are trained in each municipality on NBC implementation;</li> </ul>	<ol style="list-style-type: none"> <li>1. Training of engineers and sub-engineers on building codes implementation;</li> <li>2. Training of masons (women and men) in</li> </ol>	<p><b>UNDP</b></p>	<p><b>Masons' training – <u>36,000</u></b> 4,000 x 3 units x 3 municipalities</p>

<p><b>the target municipalities</b>  <i>Baseline: Masons in rural areas are largely self-trained; even the CTEVT curriculum till recently did not incorporate code-compliance. Engineers in municipalities have not yet been trained on code-compliant constructions.</i></p> <p><b>Indicators:</b>  # of engineers trained for NBC implementation  # of masons trained, certified and rostered for safer building construction (male/female disaggregated)  # of mason trainers generated</p>	<ul style="list-style-type: none"> <li>- At least 90 masons who are trained and certified in roster for safe building construction in each target municipality;  Sustainability of future mason training and quality assurance of trained masons is promoted through Training of 30 Trainers for each municipality.</li> </ul>	<p>municipalities on safe construction and creation of a roster of trained masons;  3. Training of trainers (TOT) for Mason's training.</p>	<p><b>Engineers' training – 9,000</b>  3,000 x 1 units x 3 municipalities</p> <p><b>Training of Trainers – 12,000</b>  4,000 x 1 units x 3 municipalities</p> <p><b>Logistics, Quality Assurance- 3,300</b></p>
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## IX. ANNUAL WORK PLAN

Year: 2016

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME Jan 2016- Dec 2016				RESPONSIBLE PARTY	PLANNED BUDGET			
		Q1 2016	Q2 2016	Q3 2016	Q4 2016		Funding Source	Budget Description	Amount	
Output 1 Fundamental institutional capacity of the target municipalities to effectively facilitate Code Compliant Building Permit System is strengthened and systems installed	1. Establish the processes in municipalities for issuing code-compliant building permits.	X	X	X	X	UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	170,550	
	2. Provide technical support to building permit section engineer technical support	X	X	X	X	UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	170,550	
	3. Provide support to enforce code-compliance.		X	X	X	UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	170,550	
	4. Provide technical support to formulate RSLUP, update building bye-laws and integrate into permit system	X	X	X		UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	170,550	
Output 2 Increased awareness and demand-creation leading to the population having improved understanding and awareness of safer building construction in the target municipalities	1. Establish weekly orientations in the municipality	X	X	X	X	UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	64,200	
	2. Establish Building construction support centre in each municipality	X	X	X	X	UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	64,200	
	3. Construct a technology demonstration unit/ building construction technology support centre	X	X	X	X	UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	64,200	
	4. Support Women's groups and networks active engagement in housing reconstruction	X	X	X	X	UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	64,200	
Output 3 Pool of skilled human resources developed/enhanced to support the safer construction of both new buildings and existing damaged buildings in the target municipalities	1. Train engineers and sub-engineers on building codes implementation;	X	X			UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	60,300	
	2. Train masons (women and men) in municipalities on safe construction and create a roster of trained masons;	X	X	X	X	UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	60,300	
	3. Train the trainers for Mason's training.		X	X		UNDP	Japan	Salaries, Consultancy Services, Equipment, Travel, publications, producing material	60,300	
<b>TOTAL</b>									<b>\$295,050</b>	
<b>GMS (8%)</b>										<b>\$23,604</b>
<b>GRAND TOTAL</b>										<b>\$318,654</b>

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## **X. MANAGEMENT ARRANGEMENTS**

The overall responsibility of management of this project lies with the Energy, Environment, Climate and Disaster Risk Management (EECDRM) Unit within the Nepal UNDP Country Office. The project would be implemented as part of the on-going Comprehensive Disaster Risk Management Programme (CDRMP) being implemented in Direct Implementation Modality (DIM). It has as its Project Executive the Deputy Country Director (Programme) of UNDP and the Project Executive Board (PEB) meetings are co-chaired by Joint Secretary, Disaster Management Division of the Ministry of Home Affairs.

Relevant ministries and agencies, viz., Ministry of Urban Development, Ministry of Federal Affairs and Local Development, National Planning Commission are its members.

The CDRMP is led by a National Programme Manager (currently the Technical Advisor- DRM is a.i) and the activities envisaged are implemented by the Project Officer (National Building Code and Risk Sensitive Land Use Planning) with advice and guidance from the Technical Advisor. The Admin and Finance team and Project Officer (M&E, Knowledge Management) of CDRMP are providing over all administrative and quality assurance inputs in the project. Besides, EECDRM Unit provides regular guidance and inputs for effective implementation of the project.

The proposed project will implement related activities taking advantage of on-going consultancy services with technical service providers, viz, Centre for Resilient Development (CORD) for building code implementation in Kathmandu Valley, and School for Shelter and Environment (SSE) for masons' training.

### Financial arrangements

- i) For any fund balances at the end of the project, UNDP shall consult with the Government of Japan on its use.
- ii) The interest income should be treated in accordance with the Japan-UNDP agreement on Arrangement for the Interest Income derived from Japan-UNDP Partnership Fund.



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## **XI. MONITORING FRAMEWORK AND EVALUATION**

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

### **Within Annual Cycle**

#### Project M&E Plan:

A comprehensive M&E Plan within the first month of the project (Jan 2016) will be prepared based on the project's RRF including baseline, targets/milestones and M&E tools/techniques.

#### Project Data Collection, Storage and Management:

Disaggregated data (by sex, ethnicity and by poverty class) on project activities will be collected to track the type of beneficiaries. The collected data will be analysed and integrated in quarterly progress report.

#### Results Tracker:

As per the template of UNDP CO Nepal, result tracker will be updated on quarterly basis to track the project targets and milestones.

#### Quarterly Progress:

A quarterly progress report (QPR) integrating both quantitative (progress Vs Plan on physical and financial targets) and narrative will be prepared within one month of the completed quarter.

#### Field level monitoring:

In order to ensure the project activities are implemented towards achieving the project's intended outcomes, field level monitoring will be carried out on regular basis. Field level monitoring will be done in a participatory way by involving the concerned stakeholders (MoFALD, MoUD, DUDBC, municipalities, communities). The learning from the field observation will be incorporated in the project cycle including timely feedback to implementing partners for effective implementation.

#### Progress Reviews:

Progress review meeting will be held between the project and key government partners to review the progress, expenditures and further quarterly planning. There will be at least monthly progress-planning review meetings among the project team under guidance of EECDRM Unit. Progress of the project will be integrated in CDRMP's quarterly and annual progress and shared with the PEB meetings for sharing and approval.

#### Tracking Outcome level results:

Towards the last quarter of the project i.e. around Jun-Jul 2016, a quick outcome survey will be carried out to track the project's results at outcome level (immediate outcome). This will be based on representative sample of the project beneficiaries. The results of the outcome survey will be shared with stakeholders and key findings will be included in the project completion report.

#### The annual progress report (APR):

APR will be prepared within one month of the project completion i.e. in Oct 2016. The APR will, at least, cover: (i) narratives of achievements on each outputs, (ii) financial progress against the planned budget by outputs, (iii) progress on gender equality and social inclusion (GESI), (iv) voices of the beneficiaries, and (v) key lesson and way forward.

### Dissemination of project results/Knowledge Management:

Information, Education and Communication (IEC) materials related to the project outputs will be produced/printed and disseminated to the project beneficiaries and key stakeholders. Project briefing brochure at the commencement time and project completion report at the end will also be produced and disseminated.

### Quality Management for Project Activity Results

<b>OUTPUT 1:</b>		
<b>Activity Result 1 (Atlas Activity ID)</b>	<i>Code Compliant Building Permit System established, operationalized</i>	Start Date: Jan 2016 End Date: Dec 2016
<b>Purpose</b>	<i>Code compliant building permit system adopted by the 3 municipalities (2 in Sindhupalchowk and 1 in Kavrepalanchowk districts).</i>	
<b>Description</b>	<i>Planned actions to produce the activity result include:</i> <ul style="list-style-type: none"> <li>• Establish the processes in municipalities for issuing code-compliant building permits.</li> <li>• Provide technical support to building permit section engineer</li> <li>• Provide support to enforce code-compliance</li> <li>• Provide technical support to formulate RSLUP, update building bye-laws and integrate into permit system</li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
Code-compliant building permit system is established in the 3 municipalities	Progress report Direct observation of the system in the municipalities	May & Sep 2016
No. of municipality Engineer of building permit section trained on operating the system	Progress report Consultation meeting/Interview with the trained engineer	Jun & Nov 2016
Equipment and accessories provided to the municipalities	Progress report Physical verification/observation	Jun & Nov 2016

<b>OUTPUT 2:</b>		
<b>Activity Result 1 (Atlas Activity ID)</b>	<i>Awareness among people on safer building construction increased</i>	Start Date: Jan 2016 End Date: Dec 2016
<b>Purpose</b>	<i>Awareness among people willing to construct buildings in the 3 municipalities on advantages of constructing earthquake safe buildings raised</i>	
<b>Description</b>	<i>Planned actions to produce the activity result include:</i> <ul style="list-style-type: none"> <li>• Establish weekly orientations in the municipality</li> <li>• Establish Building construction support centre in each municipality</li> <li>• Construct a technology demonstration unit/ building construction technology support centre</li> <li>• Support Women's groups and networks active engagement in housing reconstruction</li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
No. of local people oriented through weekly orientations	Progress report, records of orientation Direct observation of the system in	Apr, Jul, Sep, Dec 2016

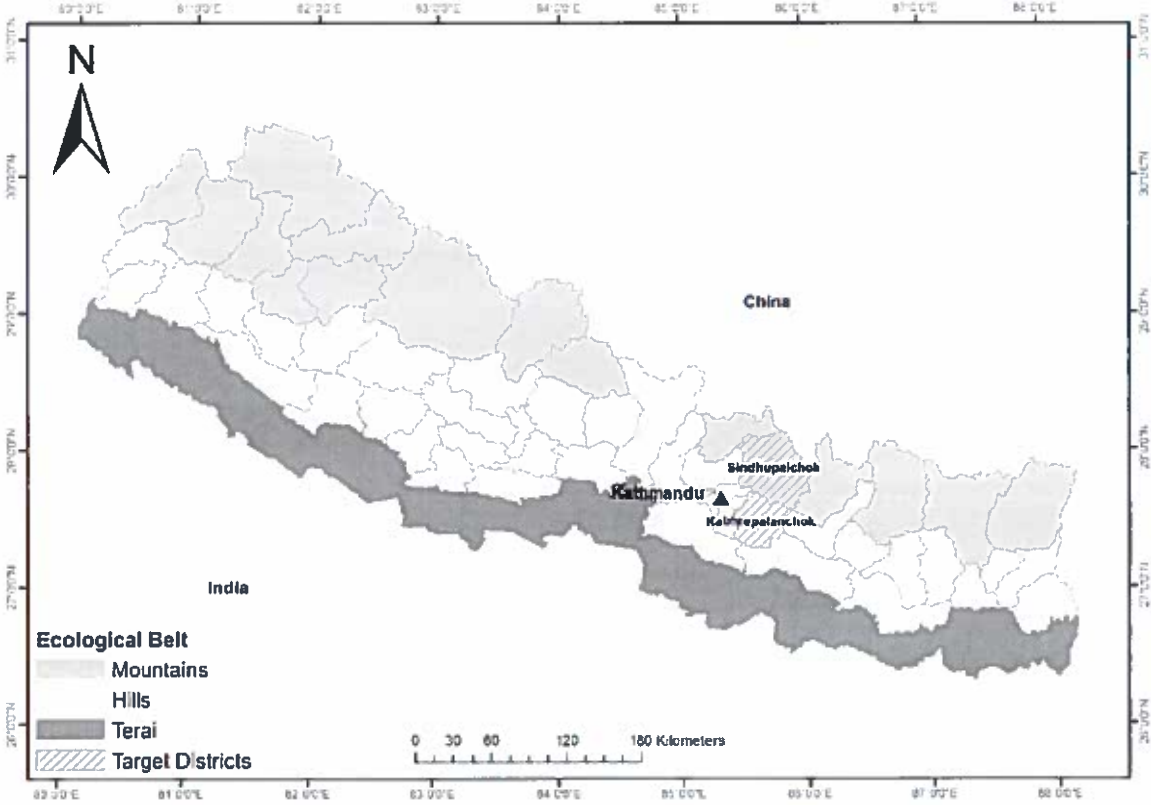
	the municipalities	
Services/functions from Building Construction Support Centre	Progress report Observation of the centre, Consultation meeting/Interview with the centre's staff and beneficiaries	Jul & Nov 2016
No. and type of structures developed for demonstration	Progress report Physical verification/observation Consultation with beneficiaries/clients	Jul and Nov 2016
No. of women groups/networks active in EQ safe construction practices	Progress report, Consultation with women group/networks and beneficiaries	Apr, Jul, Oct 2016

<b>OUTPUT 3:</b>		
<b>Activity Result 1 (Atlas Activity ID)</b>	<i>Human resource capacity for safe building construction at municipal level increased</i>	Start Date: Jan 2016 End Date: Dec 2016
<b>Purpose</b>	<i>Capacity and skills of Engineers, Sub-engineers and masons involved in constructions enhanced on National Building Code implementation</i>	
<b>Description</b>	<i>Planned actions to produce the activity result include:</i> <ul style="list-style-type: none"> <li>• Train engineers and sub-engineers on building codes implementation.</li> <li>• Train masons (women and men) in municipalities on safe construction and create a roster of trained masons</li> <li>• Train the trainers for Mason's training.</li> </ul>	
<b>Quality Criteria</b> <i>how/with what indicators the quality of the activity result will be measured?</i>	<b>Quality Method</b> <i>Means of verification. What method will be used to determine if quality criteria has been met?</i>	<b>Date of Assessment</b> <i>When will the assessment of quality be performed?</i>
No. of Engineers/Sub-engineers trained on NBC implementation Usefulness/appropriateness of Course curriculum, trainers and practical classes adopted during the training	Progress report Observation of ongoing training Consultation/interviews with the trainees	May & Oct 2016
No. of masons trained on safe construction practices Contents and other sessions of the training Type of roster prepared and its use	Progress report Observation of ongoing trainings Consultations/interview with the trainees Review of roster formats, usefulness of roster for the municipalities, use of the roster by the municipalities	Feb, May, Jul, Sep, Nov 2016
No. of trainers (Engineers) trained on delivering Masons trainings	Progress report Observation of ongoing trainings Consultation/interview with the trainees	Jun & Aug 2016

### Project Evaluation:

Owing to the one-year period of the project and its intended impact, project evaluation could be undertaken by UNDP in the second year i.e. 2017.

Targeted districts: Sindhupalchowk District (2 municipalities targeted), Kavrepalanchowk District (1 municipality targeted)





*Empowered lives.  
Resilient nations.*

18 November 2015

Dear Mr. Higuchi,

I am pleased to submit for review and consideration by the Government of Japan for funding from the Japan-UNDP Partnership Fund the project entitled "Support to Implementation of National Building Code and Safer Building Construction in 3 Earthquake affected Municipalities" in Nepal.

As in the attached document, the requested amount is USD 318,654.

Thank you very much in advance for your favorable consideration.

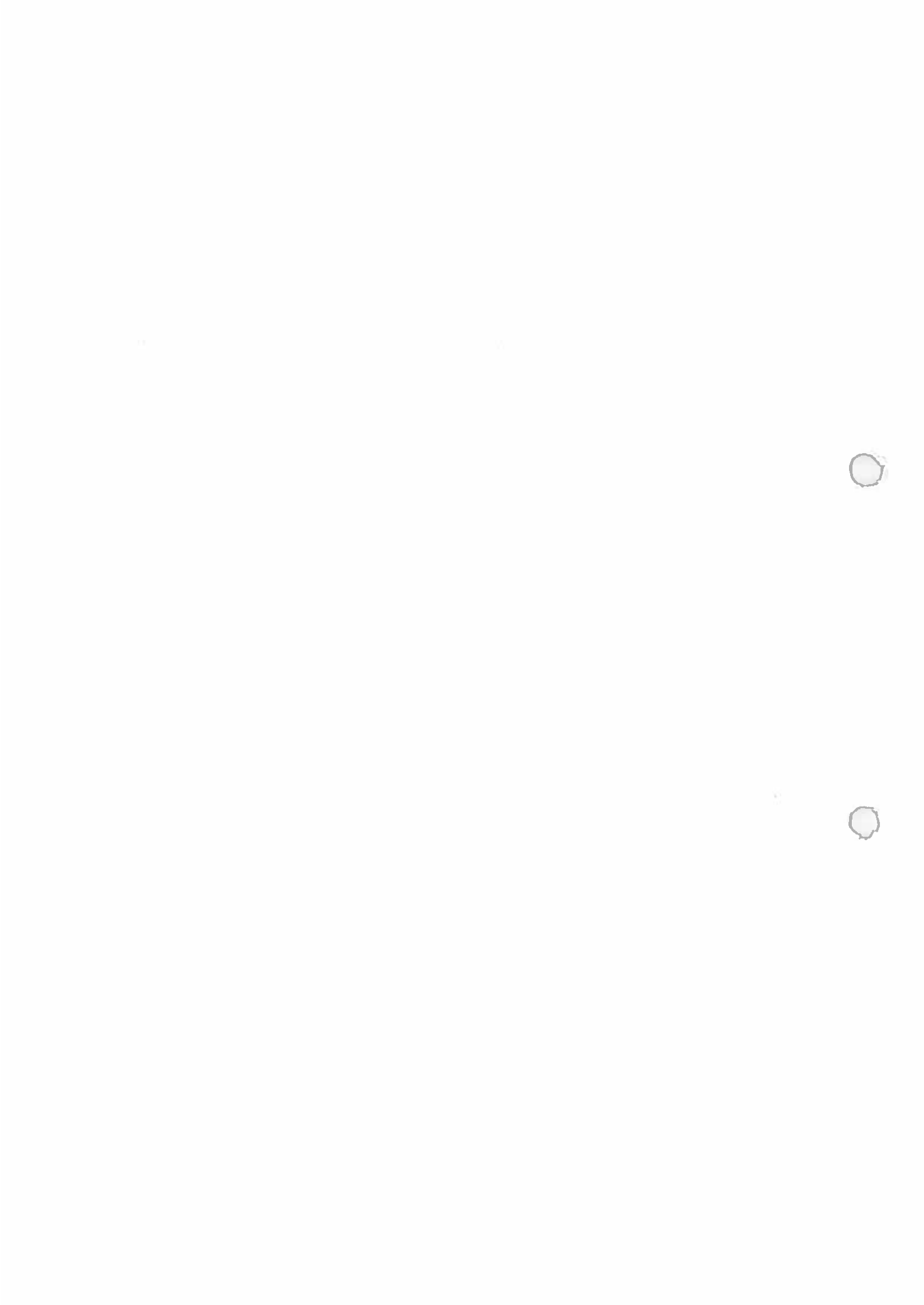
Yours sincerely,

A handwritten signature in black ink, which appears to be "二井 直平" (Nihei Naoki).

Naoki Nihei

UNDP- JICA/Japan Collaboration Advisor  
Japan Unit  
Bureau of External Relations and Advocacy

Mr. Tatsunori Higuchi  
First Secretary  
Permanent Mission of Japan  
to the United Nations  
New York, NY

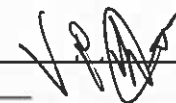


**CHECKLIST FOR APPROVAL OF BUDGET REVISION**

<b>Project Name: Comprehensive Disaster Risk Management programme (CDRMP)</b>
<b>Award ID: 00077652</b>
<b>Output ID: 00061320</b>

Details	Yes	No
Ensure that approved TRAC and non TRAC fund correctly reflected in AWP	Yes	
Review AWP and ensure that GMS and DPC cost reflected	Yes	
Budget Revision Cover page figures matches with Work plan figures	Yes	
Provide justification for budget revision on the cover page	Yes	
Review that non TRAC fund are being planned as per cost sharing agreement signed with the donor, or ASL provided ( in case of TF or TTF)	Yes	
Compare with previous budget revision page	Yes	
Ensure that work plan and budgets are approved by Project Board	Yes	
Review CDR and ensure that expenditure are properly recorded in CDR; <a href="#">Click here- How to Run CDR</a>	Yes	
Review PRO and ensure that budget planned as per available budget; <a href="#">Click here- How to Run PRO Report</a>	Yes	

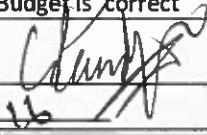
The above documents are duly reviewed and AWP, cover page, previous budget revision cover page, relevant quarter work plan, CDR and PRO attached.

Programme Analyst:   
 Date: 11-1-016

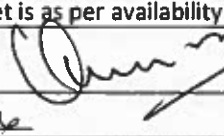
Details	Yes	No
Ensure there is no unprogrammed fund	Yes	
Ensure there is no cost sharing deficit	Yes	
Ensure the budget is as per agreed delivery target	Yes	
Ensure that workplan and budgets are as per PEB minutes	Yes	

Asst Country Director:   
 Date: \_\_\_\_\_

Details	Yes	No
Cost recovery is correctly captured in the AWP (GMS and DPC)	✓	
ATLAS AWP is prepared as per signed AWP	✓	
Atlas Entry of Budget is correct	✓	

Prog Fin Asst:   
 Date: 12/1/16

Details	Yes	No
TRAC allocation is as per approved allocation sheet	✓	
Revised project budget is as per availability of resources	✓	

Prog Mgmt Analyst:   
 Date: 12/1/16

Details	Yes	No
TRAC allocation is as per approved allocation sheet	X	
Revised project budget is as per availability of resources	X	

Prog Asst: Leela Sthapit  
 Date: \_\_\_\_\_

3100 9810546 = 813296

← MS Allocation

25904

45868

2210

60800

153008

DPC - 9 15000

19320  
BPPS.

19320  
DPC

5600  
DPC

1800  
BPPS

35490  
DPC

83949

50235.41