

# QUARTERLY WORK PLAN (QWP)

Project Title:

Prepare the Public Administration for State Reform (PREPARE)

Project ID:

00088433

Award ID:

72255

Year

January - March 2015

UNDAF/CPAP Outcome: Outcome 3: Vulnerable groups experience greater self-confidence, respect and dignity.

UNDAF Output 3.3: Political participation of vulnerable groups in institutions and society and their capacity to organize and mobilize themselves are progressively strengthened  
UNDP country program output 3.3.1: Ministry of General Administration, Public Service Commission and other relevant government institutions have appropriate institutional capacity to

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)	Targets for Planned Activities	Responsible Party	PLANNED BUDGET														
				Funding Source (code)	Donor name and code	Budget Codes	Budget Description	Unit Cost USD	No. of Units	Amount USD	Direct Payment USD	Cash Advance Request USD						
<b>CPAP output 3.3.1: Ministry of General Administration, Public Service Commission and other relevant government institutions have appropriate institutional capacity to design and implement</b>																		
<b>Activity result 1.1: Provide TA support to draft the legal framework of the related laws and regulations</b>																		
Activity 1.1.2: Support to GESI Policy Formulation of MoGA				MoGA	26921	00012 UNDP	71300	National Consultant	8,310.00	1	8,310.00	-	8,310.00					
<b>Total of Activity Result 1</b>																		
<b>Activity result 3.1: Affirmative action promoted in the Civil Service</b>																		
10 Programs covering 5 regions held for aspiring women civil servants and for those from excluded groups for PSC exams																		
Activity 3.1.1: Support MoGA in collaboration with PSC in developing and conducting training, coaching, and career counselling, enhancing interviewing skills and building awareness to aspiring public servants from remote areas, women and excluded groups for the PSC entrance examination (at least 50% women targeted in training) - Covering 5 regions				UNDP	04000	00012 UNDP	71300	Contractual service company	54,820.00	1	16,446.00	16,446.00	-					
				MoGA	26921	00012 UNDP	75700	Trainings, Seminars/Workshops	20,000.00	1	5,000.00	5,000.00	-					
				MoGA	26921	00012 UNDP	71600	Travel	2,500.00	1	500.00		500.00					
<b>Total of Activity Result 3</b>																		
<b>GRAND-TOTAL</b>																		
											21,946.00	21,446.00	500.00					
											30,256.00	21,446.00	8,810.00					

*[Signature]*  
Prepared by OIC

Name: Dhruba Nepal  
Date: 14 January 2015

*[Signature]*  
Approved by NPD

Name: Suresh Adhikari  
Date:

*[Signature]*  
Endorsed by ACD/Unit Head, UNDP

Name: Yam Nath Sharma  
Date: