

**United Nations Development Programme**  
**Programme of Assistance to the Palestinian People**  
 برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني

**Programme Monitoring Meeting Template**

<b>SECTION A. PREPARATION - Programme Information</b>			
<b>Project Number</b>		PAL 10 – 00077024	
<b>Project Title</b>		Hebron Courthouse Project (HCP)	
<b>Date of meeting:</b>		10 September 2018	
<b>Team Members Conducting the Programmatic Meeting:</b>		Ivan Carmi, Programme Specialist Jiries Awad, Project Manager Thouqan Atawneh, Resident Engineer Mohammad Ijbour, Assistant Resident Engineer	
<b>Location of the meeting:</b>		HCP Project Site – Hebron	
<b>SECTION B: Status of previous recommendations and follow-up actions</b> <i>(List all recommendations from the previous Programmatic visit Report and indicate status of follow-up/action taken)</i>			
Date of Programmatic visit	Section/staff that undertook the visit	Recommendation	Status of implementation
10 September 2018	Ivan Carmi, Thouqan Atawneh, Mohammad Ijbour, Jiries Awad	Attended a construction technical committee meeting and site visit.	Ongoing
On 10 September 2018, a technical committee meeting for Hebron Courthouse was conducted. The meeting was an important one as it took place after works on site were resumed following a long freeze due to the discovery of caves during the excavations works. In this meeting it was agreed to contact the Donor and discuss important issues as the long stoppage had caused a big delay in the project schedule.			

<b>SECTION C: REPORTING</b>			
<i>Reporting may be completed while in the field or at the office. Reporting at the office may facilitate any required further data analysis.</i>			
<b>1. Status of activities</b>			
<b>2. Activity (ies)</b>	<b>3. Cumulative Progress on Indicators/Targets (Narrative)</b>	<b>4. Means of Verification (MoV) checked:</b>	<b>5. On track (Y/N)</b>
Excavation works to reduced Level	95% progress	Donor Monthly Progress reports	Y
Piling works	10% progress	Donor Monthly Progress reports	Y

## 6. Constraints/Challenges/Opportunities- (Related to this Project/intervention implementation and achievement of results):

Foundation redesign following the piles design and geotechnical report recommendation. The designer is conducting the re-design of foundations which he consented to deliver the revised design in three phases based on the site construction sequence and priorities. The complete foundation set shall be provided by 10 October 2018.

## 7. Recommendations/Follow-up/Planned Actions

- **HCP Project Manager:**

UNDP Project Manager was introduced to the CTC committee as he had recently joined the UNDP.

*Decision:*

Hiring process completed and Project Manager assigned. Matter closed.

- **The resumption of works on site:**

The final Piles design was completed by August 2018 and Variation Orders (V.O.) were signed by the Contractor by mid -August 2018. The Piling works commenced physically on site by 1st September 2018.

*Decision:*

The project works is being resumed after almost seven months freeze due to discovered caves during excavations, followed by a Geotechnical testing and Piles/ foundations re-design.

- **Piling works schedule:**

UNDP Team & Joint Venture (JV) project Manager explained the planned sequence of work starting from Block-I which is the critical path according to baseline schedule.

The UNDP Project Manager mentioned that an updated project schedule to adopt the piling works and the stopped period is under preparation by the contractor and it is expected to be reviewed initially by the UNDP team and then to be shared with the High Judicial Council (HJC) and Global Affairs Canada (GAC) for review and comments. Upon its initial approval, it will be discussed in the upcoming project steering committee for endorsement.

*Decision:*

Updated schedule to include the stoppage period and piling works shall be done by the contractor and submitted to UNDP PIU for review and further endorsement by CTC & Steering committee.

- **The foundation review exercise done by AAU and delivery schedule**

Due to the new piles adopted underneath the foundations, the design consultant confirmed that the foundation reinforcement need to be reviewed and modified "if necessary" to incorporate the piles impact on the foundations as it is new foundation system.

The design consultant will provide the updated foundation design layouts progressively in three batches starting with Block-I foundations on 12 September 2018 and final batch will be provided on 10 October 2018 to allow the contractor to proceed with foundations works and avoid any stoppage at site.

*Decision:*

Foundations re-design shall be provided by the designer on time to allow for smooth construction progress and avoid any further delays.

- **The closure of the project adjacent road.**

The contractor PM has stated that the road has been closed temporarily in full coordination and agreement with the local Authorities including Municipality, The Governate, and the Police. The initial closure period is estimated to last through January 2019. The City Engineer requested an updated date for road opening.

Decision:

The Contractor shall expedite all the work activities that need the road to be closed road and should re-open the road for public and neighbours at the earliest time possible

- **The building footprint check by Hebron Municipality.**

UNDP has requested the contractor to mark the building footprint and raise an official inspection request to the City Engineering department for inspection and approval of the building plot limits.

The contractor shall submit the inspection request within next week.

Decision:

The Contractor shall coordinate with Municipality and grant the approval on the building limits.

Findings	Recommended action & priority (High, Medium, Low)	By whom	By when
Project schedule is affected by the stoppage period due to soil re-testing and foundations re-design, and the project will be extended from the original contract duration.	Project implementation unit (PIU) to work with Contractor on producing new construction schedule to reduce the time extension to the minimum.  High	PIU	End of September 2018
UNDP/PAPP staff Name and Signature:	Ivan Carmi 		Date: 11- September-2018