



- 2) Annual Work Plan (AWP)
- 3) Proposed revised Results Framework
- 4) Summary of Suggested Change in Results Framework
- 5) Annual Progress Report
- 6) Financial Report as of 25 March 2020
- 7) Monthly Progress Update March 2020

- Ms. Yoko Ebisawa, Project Manager informed on the Project extension until 31 March 2021 and thanked the support of Government of Japan to make the project possible.
- A presentation of three parts was delivered by Ms. Yoko Ebisawa and Ms Aleyda Valdes, Country Project Coordinator.

[Presentation – Part 1 Explain Progress of the Project \(Slide 1-10\)](#) (by Aleyda Valdes) explain the current status of the project



[Presentation - Part 2 Explain Risks, Expenditure, Lessons Learned, and AWP 2020 \(Slide 11-16\)](#) (by Yoko Ebisawa) explain the updated Risk Log, lessons and intended activities for Q2 2020 (Slide 11-16)

ID	Description	Type	Impact & Probability	Countermeasure / Management response
1	Natural Disasters in the North Pacific	Environmental	High impact, medium probability	Depending on the scale of the disaster, implementation may be delayed, as government will need to concentrate on disaster response to avoid loss of life. Efforts will be made to minimize impact of disaster on project timelines, to the extent possible.
2	Engagement and coordination within FSM and Development Partners	Strategic	Low impact, low probability	Consultations will be done on a continuing basis taking into account the parameters of the funding modality, contingencies and limitations for feasibility.
3	Availability of Equipment from Suppliers and procurement delays	Operational	High impact, high probability	Mapping of potential suppliers will be done on a continuing basis in accordance with UNDP procurement guidelines. Support from UNDP Malaita to be requested in the case of highly complex procurement. <i>[Updated March 2020]</i> Procurement of fire truck and water truck would take more time than expected due to longer manufacturing and delivery lead time. UNDP will continue following up with the awarded supplier for the status and negotiate earlier deliveries.

[Presentation - Part 3 – Explain Request for Board’s Approval \(Slide 17-18\)](#) (by Yoko Ebisawa) explain the request approval for AWP2020, Implementation of the following activities by counterparts via

concluding Letter of Agreements (LOAs), Cancellation of Activity 3.5 (food preservation training), Amendment of the Results Framework.



**Request for Approval from the Board:** (Please see the Part 3 of the above recorded presentation)

The board members were requested to approve the following:

1. **Approval of AWP 2020** – (US\$6,070,016)  
We are aiming that the majority of the project to be completed in this year. Please refer to the attached document 2 for more details.
2. **Implementation of the following activities by counterparts via concluding Letter of Agreements (LOAs)**
  - **PNCC** to 1) procure and install siren system (activity 1.2) and 2) install radio equipment (activity 1.1)  
PNCC would be responsible for maintenance of siren and radio. For siren system, the project will rely on their existing infrastructure (towers). UNDP will support developing the specification and training for installation for siren system.
  - **NWSO** to undertake 1) procurement of AWS (activity 1.3) and 2) procurement and install wave rider (activity 1.4)  
For AWS, the NWSO would ensure that all collected information is encrypted and preserved security measures imposed after 911 information by implementing this activity with national process. For wave rider, as the project faces difficulty to engage the University of Hawaii directly, the NWSO would establish partnership with the UH via established partnership available.
  - **BPW** to implement Activity 2.2 (refurbishment of NEOC) and 3.3 (only refurbishment of fire station)  
As BPW would be responsible for government buildings and they were constructed current buildings, it would be better to seek supports from BPW to implement the works in quickly manner by utilizing local contractors.
3. **Cancellation of Activity 3.5 (food preservation training)**  
The budget will be utilized for purchasing of Search and Rescue Equipment. It was agreed by the national counterparts.
4. **Amendment of the Results Framework**

- Delete wordings of “gender sensitive” and amend GEN 2 to GEN 1 for Output 1 and 2 as there were no such activities set aside in the original project document.
- The project will focus on developing capacities related to gender equity by providing gender training under the Activity 1.7/3.6.
- Reflect cancellation of food reservation training in the Results Framework

**2.0 Discussion**

- On email dated 7 April 2020 NEMO Executive Director, Waymine Towai, agreed and approved all the contents of the email.
- On email dated 8 April 2020 Ms. Maria Ngemaes, also accepted, and approved all Items requested.
- On a meeting with Ms. Aleyda Valdes 10 April 2020, Mr Momose Shu also confirmed his approval on the content requested. Additional concerns raised by Mr. Momose Shu were related to schedule of next Board Meeting, how UNDP follows up the LOAs implementation which he was provided a brief explanation by UNDP of the clauses and the reports. Staff salaries stated under activity lines rather than the overall management, UNDP classification codes. CPC informed that further clarification will be obtained from Suva Office.

There was no other comments or questions received.

Chairperson.....  
**Levan Boudze**  
**UNDP Resident Representative**

Date.....

Secretary.....  
**Analee Maidasil**  
**Finance and Administrative Officer**

**05/05/2020**  
Date.....