

**OFFICE OF CLIMATE CHANGE
AND DEVELOPMENT (OCCD)**

- OFFICE OF THE EXECUTIVE DIRECTOR-

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2 December 2013

David McLachlan-Karr
UNDP Resident Representative
P. O Box 1041
Port Moresby
National Capital District

Dear Mr McLachlan-Karr,

**SUBJECT: AUTHORISED SIGNITORY FOR 2013 BUDGET REVISION FOR ADAPTATION FUND
PROJECT**

This is to inform you that in the absence of the Executive Director of the Office of Climate Change and Development, Mr Varigini Badira, I, Mr. Jacob Ekinye – Director of Adaptation Division have been authorized as an alternative signatory as per the attached authorization letter of July 2013. I have reviewed the budget revision and the descriptions reflect the discussions that OCCD's Adaptation Division in charge of the implementing the project had with UNDP since the third quarter of 2013.

I hereby request UNDP to proceed with approval of the revised 2013 project budget in your financial system. If you require clarification, please do not hesitate to contact me on the contact details provided above.

Thank you for your continued support to the OCCD on climate change matters.

Yours sincerely, .

Mr. Jacob Ekinye
Director Adaptation



**UNITED NATIONS DEVELOPMENT PROGRAMME
GOVERNMENT OF PAPUA NEW GUINEA
Project Budget
Revision 1**

Award ID Number: 00059799
Project ID Number: 00074956
Project Title: Enhancing Adaptive Capacity of Communities to Climate Change related Floods in the North Coast and Islands Region of Papua New Guinea

Start Year 2012
End Year 2016

| Project Funding | | | | |
|-----------------------------|-------|---------------------|--------------------|---------------------|
| Donor | Fund | Revision - 1 | Initial Revision | Variation |
| | | 2013 | 2013 | 2013 |
| 11602 - AF/GEF Cost Sharing | 62040 | 2,044,969.23 | 415,811.230 | 1,629,158.00 |
| 11344 - AusAID | 30000 | 26,000.00 | 26,000.000 | - |
| Total | | 2,079,969.23 | 415,811.230 | 1,629,158.00 |

Brief Description

This is a substantial reduction of the 2013 planned project implementation budget due to a very slow start between quarters 1-3, hence the project budget has been reduced to reflect the actual activities planned for quarter 4. The substantial revisions were for international and national consultants, contracting companies, purchase of equipments, training workshops and travel for the projects under components on coastal flooding, inland flooding, Institutional and Policy Support and Knowledge Management including awareness and advocacy activities.

| Approved by: | Name/Title: | Signature: | Date: |
|---|---|------------|----------|
| UNDP: | David McLachlan-Karr Resident Representative | | 04.12.13 |
| Office of Climate Change and Development: | Varigini Badira Executive Director | | 03/02/13 |



Annual Work Plan

Papua New Guinea- Port Moresby

Project: 00059799

Project Title: PNG AF 4552: Climate Resilient Communities in PNG

Year: 2013

Report Date: 5/11/2013

| Output | Key Activities | Timeframe | | Responsible Party | Planned Budget | | | | |
|---|---------------------|------------------------|-------|------------------------|----------------|--------------------------------|--------------|--------------------------------|------------|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US\$ | |
| | | | | | | | | | PNG_One_UN |
| 00074856 PNG AF 4552:Climate Resilience | CC Coastal Flooding | | | PNG-National Execution | 62040 | AF | 72100 | Contractual Services-Companies | 60,000.00 |
| | | | | PNG-National Execution | 62040 | AF | 75700 | Training, Workshops and Confer | 22,500.00 |
| | | | | PNG-National Execution | 62040 | AF | 71300 | Local Consultants | 0.00 |
| | | | | PNG-National Execution | 62040 | AF | 71600 | Travel | 23,000.00 |
| | | | | PNG-National Execution | 30000 | PNG_One_UN | 71600 | Travel | 26,000.00 |
| | | | | PNG-National Execution | 30000 | PNG_One_UN | 75700 | Training, Workshops and Confer | 7,000.00 |
| | | | | PNG-National Execution | 62040 | AF | 72300 | Materials & Goods | 60,000.00 |
| | | | | PNG-National Execution | 62040 | AF | 72200 | Equipment and Furniture | 0.00 |
| | | | | PNG-National Execution | 62040 | AF | 71200 | International Consultants | 0.00 |
| | | | | PNG-National Execution | 62040 | AF | 71300 | Local Consultants | 0.00 |
| | | | | PNG-National Execution | 62040 | AF | 71600 | Travel | 5,500.00 |
| | | | | PNG-National Execution | 62040 | AF | 72200 | Equipment and Furniture | 65,000.00 |
| | | | | PNG-National Execution | 62040 | AF | 71200 | International Consultants | 0.00 |
| | | | | PNG-National Execution | 62040 | AF | 72300 | Materials & Goods | 5,000.00 |
| | | | | PNG-National Execution | 62040 | AF | 71300 | Local Consultants | 0.00 |
| | | PNG-National Execution | 62040 | AF | 72100 | Contractual Services-Companies | 0.00 | | |
| | | PNG-National Execution | 62040 | AF | 72100 | Contractual Services-Companies | 5,000.00 | | |
| | | PNG-National Execution | 62040 | AF | 71200 | International Consultants | 0.00 | | |
| | | PNG-National Execution | 62040 | AF | 71300 | Local Consultants | 0.00 | | |
| | | PNG-National Execution | 62040 | AF | 71600 | Travel | 32,000.00 | | |
| | | PNG-National Execution | 62040 | AF | 72300 | Materials & Goods | 2,500.00 | | |
| | | PNG-National Execution | 62040 | AF | 75700 | Training, Workshops and Confer | 26,500.00 | | |
| | | PNG-National Execution | 62040 | AF | 72100 | Contractual Services-Companies | 0.00 | | |
| | | PNG-National Execution | 62040 | AF | 75700 | Training, Workshops and Confer | 7,000.00 | | |
| | | PNG-National Execution | 62040 | AF | 71600 | Travel | 0.00 | | |
| | | PNG-National Execution | 62040 | AF | 71300 | Local Consultants | 0.00 | | |
| | | PNG-National Execution | 62040 | AF | 72300 | Materials & Goods | 8,000.00 | | |
| | | PNG-National Execution | 62040 | AF | 71200 | International Consultants | 0.00 | | |
| | | PNG-National Execution | 62040 | AF | 71400 | Contractual Services - Individ | 26,000.16 | | |



Annual Work Plan

Papua New Guinea- Port Moresby

Project: 00059799

Project Title: PNG AF 4552: Climate Resilient Communities in PNG

Year: 2013

Report Date: 5/11/2013

| Output | Key Activities | Timeframe | | Responsible Party | Planned Budget | | | | |
|--------------------|--------------------|-----------|-----|------------------------|----------------|-------|--------------|--------------------------------|-------------------|
| | | Start | End | | Fund | Donor | Budget Descr | Amount US\$ | |
| | Project Management | | | PNG-National Execution | 62040 | AF | 75700 | Training, Workshops and Confe | 500.00 |
| | | | | PNG-National Execution | 62040 | AF | 71300 | Local Consultants | 3,000.00 |
| | | | | PNG-National Execution | 62040 | AF | 71200 | international Consultants | 20,000.00 |
| | | | | PNG-National Execution | 62040 | AF | 72100 | Contractual Services-Companies | 3,000.00 |
| | | | | PNG-National Execution | 62040 | AF | 72800 | Information Technology Equipm | 6,311.07 |
| TOTAL | | | | | | | | | 415,811.23 |
| GRAND TOTAL | | | | | | | | | 415,811.23 |



Annual Work Plan
Port Moresby - Papua New Guinea

Project Name: Enhancing Adaptive Capacity of Communities to Climate Change-related Floods in the North Coast and Island Region of PNG
 Award ID#: 000 59799
 Project ID#: 000 74956
 Designated Institution: Office of Climate Change and Development
 AWP Period: 01.01.13 - 31.12.13
 Available Annual Budget: USD 2, 044, 969.23
 Available Annual Budget@Nov2013: USD 415, 811.23

| Key Activities | Timeframe | | | | Fund Code | Donor Code | Account Code | Budget Description | Amount (USD) | Revised Budget (USD) | Actual Available Budget @Nov13 |
|--|-----------|----|----|----|-----------|------------|--------------|---------------------------|--------------|----------------------|--------------------------------|
| | Q1 | Q2 | Q3 | Q4 | | | | | | | |
| ACTIVITY 1: Adaptation to Coastal Flooding-related Risks and Hazards for North Coast and Islands Region Communities | | | | | | | | | | | |
| 1.1 Coastal Early Warning Systems established for observation, data collection and information management and dissemination | | | | | | | | | | | |
| 1.1.1 Assess and map coastal flooding hazards with areas of major population as higher priority | x | x | x | x | | | | | | | |
| Map and hazard assessment is completed and disseminated | | | x | | | | | | | | |
| The assessment includes gender-disaggregated analysis on the impacts from the hazards | | | x | | | | | | | | |
| 1.1.2 Train and equip the PNGNWS/NDC/Digital with the necessary systems (weather stations, gauges, operations centre) and capacity | | | x | x | | | 71200 | International Consultants | 30,000.00 | (30,000.00) | |
| 1.1.5 Facilitate the integration of the operation and maintenance of the early warning systems under this programme (incl. the system under output 2.1.) in recurrent government allocations by 2014 | | | x | x | | | | | | | |
| Minimum 50% of costs for operation and maintenance are derived from recurrent government allocations or other long-term agreements | | | | | | | | | | | |
| 100% of costs for operation and maintenance are derived from recurrent government allocations or other long-term agreements | | | | | | | | | | | |
| 1.2 Coastal Flood preparedness and response plan and systems established | | | | | | | | | | | |

| | | | | | | | | | | |
|--|---|---|---|-------|-------|------------------------------------|------------|--------------|--------------|-----------|
| 2.3.4. Documentation/capture and develop trainings and implementation materials on best practice adaptation measures to inland flooding in support of further community-led initiatives | x | x | x | | 72100 | Contractual Services-Companies | 256,500.00 | (256,500.00) | | |
| Suitable best practice measures are identified and training materials made available or updated | x | | | | 72200 | Equipment and Furniture | 84,500.00 | (19,500.00) | 65,000.00 | |
| Training materials include aspects on gender and how to ensure adequate involvement | | x | | | 72300 | Training, Workshops and Conference | 145,000.00 | (140,000.00) | 5,000.00 | |
| Each funding cycle is accompanied by a training and support programme | | | x | | | SUBTOTAL | 666,500.00 | (591,000.00) | 75,500.00 | |
| ACTIVITY 3: Institutional Strengthening to Support Climate and Disaster Resilient Policy Frameworks | | | | | | | | | | |
| 3.1. Climate change-related risks and resilience to coastal and inland flooding integrated into coastal zone management related policies, legal and planning frameworks at the national and sub-national levels | | | | | | | | | | |
| NO ACTIVITIES FOR 2013 | | | | | | | | | | |
| 3.2. Policy makers and planners at the national, provincial and district offices, institutions and extension services systemically trained to implement climate-sensitive policies and plans, including integrated land-use plans. | | | | | | | | | | |
| 3.2.1. Undertake a comprehensive training programme for provincial climate change officers | | | | | | | | | | |
| 3.2.2. Facilitate the utilisation of funding mechanisms such as the infrastructure tax credit schemes available to | | x | x | x | 71200 | International Consultants | 75,000.00 | (75,000.00) | | |
| Training of trainers completed | | | x | | 71300 | Local consultants | 30,000.00 | (30,000.00) | | |
| Adequate representation of women in the Training of trainers of system | | | x | 62040 | 71600 | Travel | 32,000.00 | | 32,000.00 | |
| 3.2.3. Disseminate regular policy briefs to inform high-level policy makers on climate change-related risk reduction and | | | x | | 72100 | Contractual Services-Companies | 5,000.00 | | 5,000.00 | |
| 3.2.4. Facilitate the inter-ministerial dialogue on climate change resilient development | | | x | | 72300 | Materials and Supplies | 2,500.00 | | 2,500.00 | |
| Policy briefs and dialogue sessions for high-level policy makers | | | x | | 75700 | Training, Workshops and Conference | 72,500.00 | (46,000.00) | 26,500.00 | |
| ACTIVITY 4: Awareness Raising and Knowledge Management | | | | | | | SUBTOTAL | 217,000.00 | (151,000.00) | 66,000.00 |
| 4.1. Lessons learned and best practices generated, captured and distributed to other communities, civil society, policy makers in government and globally through targeted mechanisms | | | | | | | | | | |
| 4.1.2. Establish a national web-based adaptation platform focussed on support to community-level adaptation initiatives | | | x | | 71200 | International Consul | 30,000.00 | (30,000.00) | | |
| 4.2. Climate change awareness and education programmes carried out to build next generations' resilience to climate change | | | | | 71300 | Local Consultants | 26,000.00 | (26,000.00) | | |
| | | | | 62040 | 71600 | Travel | 8,000.00 | (8,000.00) | | |



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Email: info@occd.gov.pg BOROKO, NCD
Website: www.occd.gov.pg Papua New Guinea

12th July, 2013

David McLachlan-Karr
Resident Representative
UN Resident Coordinator & UNDP Resident Representative
P.O. Box 1041
Port Moresby
National Capital District

Dear Mr. McLachlan-Karr,

**SUBJECT: AUTHORIZED OFFICERS AND THEIR SIGNATURES FOR
PAYMENT REQUESTS ON UNDP-FUNDED PROJECTS**

I hereby inform you that the authorized Office of Climate Change and Development (OCCD) officers to instruct payments under UNDP-funded projects are the ones indicated in the attached signature specimen form. All project related requests, documents, AWP, including Request for Direct Payment (RDP) and Services (SRF) will be signed and approved by any of the below mentioned persons. The requesting officers will be at the Project Managers and Policy Officers level.

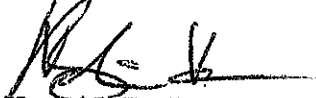
This authorization will remain for the duration of current UNDAF Programme cycle, 2012-2015 until further notice. Should there be any changes in the OCCD's Senior Management staff, it will be notified to UNDP in due course.

Yours Sincerely,

VARIGINI BADIRA
Executive Director

SIGNATURE SPECIMEN FORM

I, Varigini Badira, Executive Director of the Office of Climate Change and Development, hereby certify that the officers mentioned below of this organisation authorized to subscribe payment-related documents in UNDP-funded and implemented projects, are the following and that the signatures appended to each one are legitimate:



Varigini Badira
Executive Director

Main Signatory:
Varigini Badira



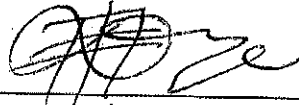
signature

Alternate Signatory 1:
Gwen Sissiou



signature

Alternate Signatory 2:
Jacob Ekinye



signature