Atlas Award ID: 00049271	Annual Work Plan (AWP) for 2017
Atlas Project ID: 00071028	
Project/Programme Title:	Support to the Human Rights Commission of Sierra Leone
UNDAF Outcome:	Capacity of democratic institutions strengthened to enable good governance
Applicable Key Result Area (from 2014-17 Strategic Plan):	Countries have strengthened institutions to progressively deliver universal access to basic services
CPD Outcome:	Justice and Security delivery systems improved in compliance with international human rights standards
CPD Output(s):	4.1 Targeted state institutions and constitutional bodies are able to provide effective justice and security services in an accountable manner at national and local level

Expected Outputs	Planned Activities	Timeframe				Responsible Party	Planned Budget (Available Resources)			Other Funding Source/s (Funding gap to be mobilized)	
And baseline, associated indicators and annual targets	*List acticvity results and associated actions*	Q1	Q2	Q3	Q4		Funding Source	Budget Description	Amount (USD)	Funding Source	Amount (Euro)
Output 1: The Human Rights Commission has the capacity to provide alternative means of justice to victims of human rights violations	Activity 1. Result: *Citizens and vulnerable groups can rely on the Commission for speedy resolutions to human rights abuses*										
Baseline: - 198 complaints received, 45 admissable and 142 inadmissible in 2015 - Members of public often come to the Commission for cases not relevant to their mandate - 12 investigations completed in 2015, 14 ongoing; - 10 hearings completed and 53 referred in 2015	**Continue strengthening of quasi-judicial mandate of HRCSL through budgetary support (including logistics, operations and procurement) for complaints handling, investigations and public hearings, finalisation of investigation reports, and lobbying/advocacy around key human rights issues**					**UNDP, HRCSL**					
Indicators: - # cases received (M/F); - # cases admissible; - # investigations completed; - # cases resolved thru Tribunal; - # cases resolved thru ADR (Mediation); - # cases referred	**Actions 1.1:** Repairing CMS Server at the Human Rights Commission.	x					**UNDP**	72200 - IT Equipments	6,000		
	Action 1.2: Support to strengthen investigations and provision of legal services in the 4 regional offices		x	x			**UNDP**	71600 - Travel	10,000		
	Action 1.3: Conducting mobile complaints handling clinics in initially 4 districts, with a possibility of gradual expansion.	x	x	x	x		**UNDP**	71600 - Travel	10,000		
Target: - 40 admissable complaints received in 2017 - 15 investigations completed in 2017; - 1 public hearing held (where necessary); - 3 engagements with stakeholders on rights of vulnerable groups; 2 engagements with referral partners to monitor the progress of cases referred to them by HRCSL; **	**Action 1.4:** technical assistance to complaints handling in the 4 regional offices		x		x		**UNDP**	72500 - Stationeries & Supplies	2,500		
	Action 1.5: Facilitate Commissioners, Witnesses and Process Serving to conduct tribunal hearings		x	x	x		**UNDP**	71600 - Travel 71400 - Contractual Services (Individual)	10,000		
	Action 1.6: Orientation Programme for 15 Officers(fully constituted members of the Commission & officers involved in complaints handling) in concepts and principles of HR, HRBA, Complaints handling mechanisms, and the mandate of the HRC		x	x			**UNDP**	75700 - Trainings & Workshops, 72500 - Stationeries & Supplies	12,000		
	Action 1.7: Support south to south exchange visit to South Africa Human Rights Commission for five (5) Sierra Leone Human Rights Commissioners and one (1) UNDP Staff to share experiences on human rights mandate on complaints handling and protection of human rights.		x	x				71600- Travel	18,000		
	Output 1- Action 1 Total								68,500		-
Output 2: **Justice and Security Sector Coordination and data management enhanced for inclusive, accountable and evidence-based policy and law making and enhancing access to justice**	Activity 2 Result: *International and regional human rights bodies are well-informed of the human rights situation in Sierra Leone and can provide appropriate recommendations and support for improvement*										
Baseline: - 2015 State of Human Rights Report (Sierral Leone) in place; - Matrix of Universal Peer Review (UPR) recommendations developed by Commission in 2014 is in place . However, it does not contain other treat body mechanisms; - Weak data generation and management mechanisms.	**Action 2.1:** SoHR Report in the Country for 2016 (Stakeholders' Consultative mtg, Editorial Board mtg, Editing Services, Design/typesetting; Launch; printing, media programmes,etc)		x	x		**UNDP, HRCSL**	**UNDP**	75700 - Workshops/Meetings 74200 - printing & Media 72500 - Stationeries & Supplies	18,000		
Indicators: - the SoHR Report 2016 is developed (Yes/No) -A Matrix & dissemination of SoHR report nd treaty bodies recommendations completed (Yes/No); - # of strategic engagements with stakeholders; - An M&E framework for the HRC SL in place(Yes/No);	**Action 2.2:** Inspection of Places of Detention and one social service(health/education) in the regions quarterly to assess the human rights situation and provide recommendations; Inspections	x		x			**UNDP**	71600 - Travel 72500 - Stationeries & Supplies	2,000		
	Action 2.3: Annual Forum on the Rights of Detainees							75700 - Trainings & Workshops, 72500 - Stationeries & Supplies			
	Action 2.4: Stakeholders' Meetings to Disseminate and follow up on recommendations of SoHR, TRC & Treat Bodies including UPR recommendations relating to Women							75700 - Trainings & Workshops, 72500 - Stationeries & Supplies			

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- An M&E framework for the HRC SL in place(Yes/No); -# of inspection visits conducted by the 5 human rights offices **Targets:** - The SoHR Report 2016 developed; - A Matrix & dissemination of SoHR report nd treaty bodies recommendations completed; -An M&E framework for the HRC SL in place;** -5 inspections visits condcuted by the 5 human rights offices in 2016	**Action 2.5:** Support the HRC to review bills to ensure they are human rights compliant.							75700 - Trainings & Workshops			
	Action 2.6:strengthening the Monitoring & Evaluation framework of the HRC							71400 - Contractual Services (Individual)			
	Action 2.7: techni cal support for monitoring and research on human right issues in the regional offices		x		x			71600 - Travel			
	Output 2- Total								20,000		
Output 3: Enhanced acess to justice for rights holders including women and vulnerable groups **Baseline:** - Comms strategy in place though role of the HRCSL is unclear; - No basic information published key human rights instruments; - Weak advocay forums on human rights issues; **Indicators:** - # of radio programmes, spot messages,press breifings, T.V Talk shows, News paper supplements sensitising the public about human rights; - # of IEC materials printed and disseminated; - # of Human Rights Days Commemorated; - # of outreach and engagement sessions held on contents/findings in the report; -human rights working group in place and functional (Yes/No) **Targets:** -120 radio programmes, 60 spot messages, at least 4 press briefings, at least 4 T.V Talk Shows, at least 4 news paper supplements (in Freetown and 4 Regional Offices) ** -A functional human rights working group; - production of IEC materials on 3 human rights instruments;** - at least 3 Int. human rights days commemorated and advocay on human rights issues advanced;**	*Activity 3 Result: The Sierra Leonean population and Government actors are more aware of the role of the Commission and of their human rights and obligations*										
	Action 3.1: Reviving the Human Rights Working Group	x	x	x	x	UNDP, HRCSL	UNDP	75700 - Meetings	1,000		
	Action 3.2: Media campaigns (Radio prgrammes, spot messages, press briefings, T.V talk-shows, news paper supplements, etc)	x	x	x	x			74200 - printing & Media			
	Action 3.3: HRE through Information, education and communication materials(IEC) like popularising the UDHR, BOR of SL Constitution, availing copies of the SL Constitution, brochures on mandate of HRC SL, etc)							74200 - printing & Media			
	Action 3.4: Advocacy through commemoration of Int., Regional and National Human Rights Days (World Press Freedom Day,PWDs, World Aids Day, International Day in support of victims of torture, Human Rights Day, etc) to raise awareness							75700 - Trainings & Workshops, 74200 - printing & Media			
	Action 3.5: Updating and changing HRC SL website							72100 - Contractual Services-Companies			
	Action 3.6: Civic Education through Music (coordinating composition, production&launch of a song to preach tolerance and call for inclusive participation, peaceful & violence-free elections to the public and especially the youth)		x	x	x			72400 - Communic & Audio Visual Equip			
	Output 3- Total								1,000		-
Grand Total of Activities (Output 1 - 3)									**89,500**	-	-
Output 4: Technical Assistance and Management Cost **(Project Support Costs)**	4. Action Result: Effective Project management ensured										
	Personnel	x	x	x	x	UNDP	UNDP	71500 - IUNV	46,000		
	office supplies	x	x	x	x			72500 - Stationeries & Supplies			
	4.6% Operations/Programmes management Support Cost	x	x	x	x			**64398** - Direct Project Cost -Staff	3,000.0		
	Communication, Media and Visibility (1%)	x	x	x	x			**74598** - Direct Project Cost-GOE			
	Staff Capacity Building	x	x	x	x			71500 - IUNV capacity building			
	Monitoring & Evaluation - 3rd Party Monitoring	x	x	x	x			71600 - Travel			
	Project Team Field Visit	x	x	x	x		UNDP	71600 - Travel 72300 - Supplies	3,500		

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	Audit		X	X				72100 - Contractual Services-Companies	8,000		
	Project Management - Total								60,500		
Total 2017 Project Budget (Activity + Project Management)									**150,000**		-

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

NB: ** targets/actions whose implementation is dependant on alternative resources other than UNDP funding

Daphne Olu-Williams
National Counterpart Signature and Date 21/2/17

UNDP Country Director Signature & Date 17-02-2017

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