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PROJECT DOCUMENT
UNDP Thailand Country Office

Project Title: Livelihood recovery for flood-affected provinces in the South of Thailand

Project Number: 00102806

Implementing Partner: UNDP Thailand

Start Date: 24 March 2017 **End Date:** 24 September 2017 **PAC Meeting date:** 3 Mar 2017

Brief Description
<p>Since 1 January 2017, heavy monsoon rains are causing the worst floods in the past 30 years in Southern Thailand, affecting about 80 per cent of the southern part of the country. More than 1,815,618.6 million people have been affected. Nakon Si Thammarat and Surat Thani are the most affected provinces in the current situation.</p> <p>Although the flood has receded, the government is focusing on emergency response. Systematic sectoral assessments become a gap and needs for support were identified by government agencies. Although the government has shown strong intention to allocate budget for recovery but there is no clear assessment on the impact of the flood on the livelihoods. As requested by the Department of Disaster Prevention and Mitigation (DDPM), UNDP in collaboration with DDPM will undertake a livelihood sectoral assessment and livelihood recovery plan to identify and fill the gap of the current government's response</p>

<p>Contributing Outcome (UNDAF/CPD, RPD or GPD): By 2021, systems and processes are more effective and equitable to progressively advance inclusive, sustainable and people-centered development for all people in Thailand</p> <p>Indicative Output(s) with gender marker²: Gen 1 1) Livelihood assessment developed 2) Livelihood recovery strategy and plan</p>	Total resources required:	78,500	
	Total resources allocated:	UNDP TRAC:	56,500
		Donor:	
		Government:	
		In-Kind:	22,000
	Unfunded:		

* Note: the project funded by TRAC 1.1.3 Category II (response to sudden crisis) which is automatically eligible for direct implementation (DIM).

Agreed by UNDP:

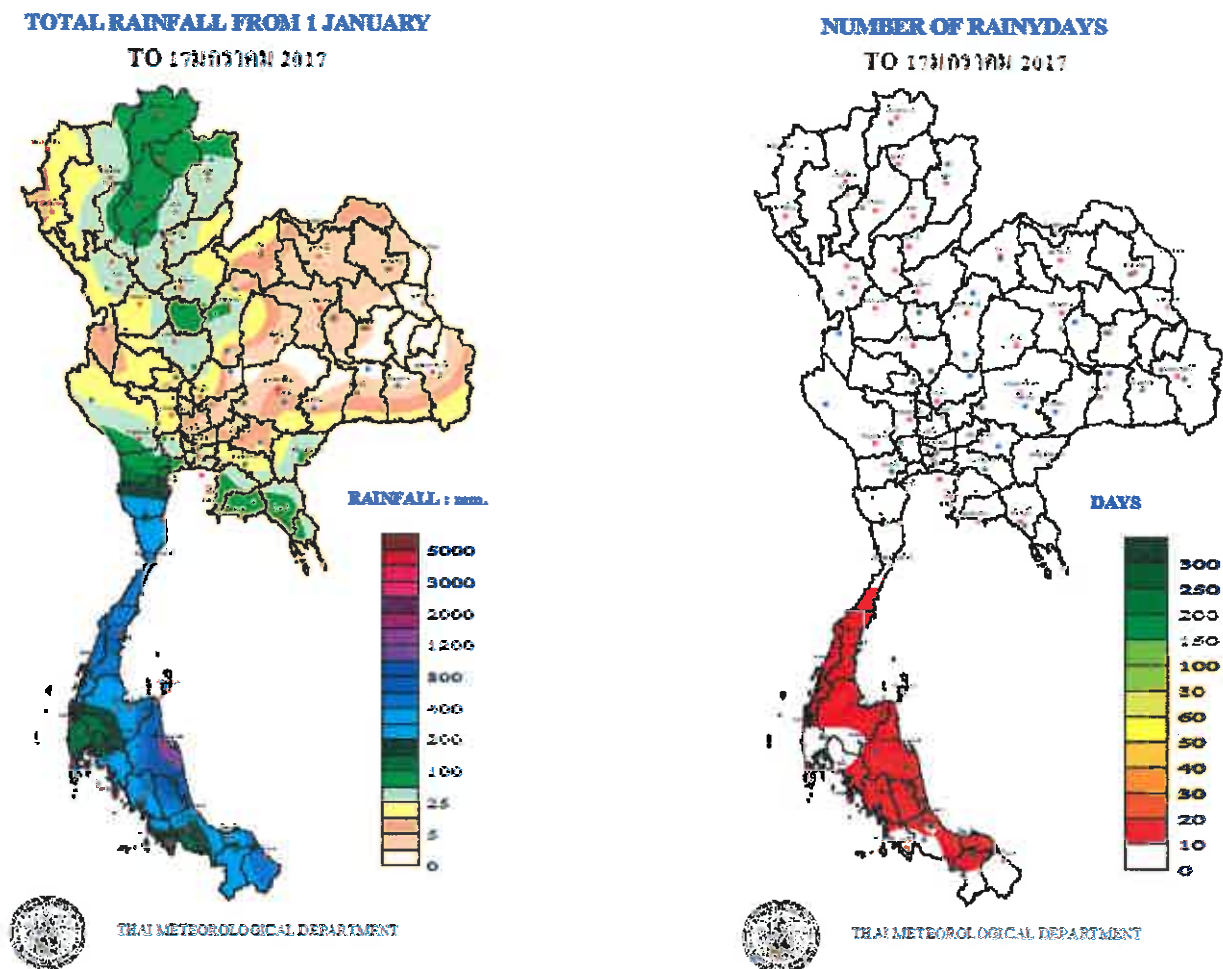
Martin Hart-Hansen, UNDP Resident Representative a.i

Date: 7/7/17

I. DEVELOPMENT CHALLENGE (1/4 PAGE – 2 PAGES RECOMMENDED)

Since 1 January 2017, heavy monsoon rains are causing the worst floods in the past 30 years in Southern Thailand, affecting about 80 per cent of the southern part of the country (Figure 1.1). Of the 14 provinces, 12 provinces are severely impacted, according to the Ministry of Interior. As a result of the floods, five provinces (Chumphon, Surat Thani, Nakhon Si Thammarat Songkhla, and Ranong) are also at risk of landslides. According to a report by the Department of Disaster Prevention and Mitigation (DDPM) on 12 February, 1,815,618.6 million people have been affected, 99 people have died and 587,544 houses have been affected. Reports estimate that 165 government centers, 1,172 roads, 191 bridges, 153 drains, 2,336 schools and 125 temples/ mosques were damaged by flood waters. Nakhon Si Thammarat and Surat Thani are the most affected provinces in the current situation.

Figure 1.1: Total of rainfall and number of rainy days during 1-17 January 2017



Source: The Meteorological Department, Government of Thailand

The floods have also disrupted livelihoods causing significant economic losses. More than 400,000 acres of farmlands are flooded and all commercial activities halted. Trains are unable to pass through the flooded areas thereby paralyzing commodity transportation of the southern region. Major hospitals and several highways are still closed. In Nakhon Sri Thammarat which was the most affected province, heavy rainfall led to a flash flood in the inner city that was higher than two meters, shut down of the airport and deaths of 26 people. Surat Thani, which was the second-most affected province, also faced the same situation in inner city.

Throughout January and early February, the Meteorological Department reported that there were strong winds over the Gulf. There were warnings of more heavy rain resulting in severe conditions, and possible flash floods and landslides in the at risk areas. The Government of Thailand's forces, including the military, police and local administration are engaged in emergency response primarily with relief aid, including

dissemination of survival kits in the affected areas. Nationwide charity programmes aiming to mobilise donations for the flood affected people are being organized.

Support from UN agencies was provided in some sectors. Initial rapid assessments have been conducted. For instance, UNICEF undertook an assessment of three flood affected districts to assess the impact on children and designed their recovery strategy for education and child protection sectors. UNDP mobilized one staff to coordinate with line ministries to explore support needed from UN agencies. Intensive coordination was devoted to Department of Disaster Prevention and Mitigation as a lead coordinating body of line ministries for emergency response and recovery. DDPM is also a responsible agency for livelihood sector.

II. STRATEGY

Although the flood has receded, the government is focusing on emergency response. Systematic sectoral assessments become a gap and needs for support were identified by government agencies. Although the government has shown strong intention to allocate budget for recovery but there is no clear assessment on the impact of the flood on the livelihoods. The Department of Disaster Prevention and Mitigation (DDPM), a lead national agency that coordinates on emergency issues and is mandated to undertake a livelihood sectoral assessment, reached out to the United Nations Development Programme Thailand Country Office and Regional Office in late January to explore support from UNDP in livelihood sector due to UNDP's strong expertise in the sector and the current established partnership between DDPM and UNDP. There were more consultations during February to conclude the support needed. On 17 February, DDPM issued an official request to UNDP to seek support in 2 aspects:

- 1) Technical and coordination support to conduct livelihood sectoral assessment; and
- 2) Technical and coordination support to develop a livelihood recovery plan.

III. RESULTS AND PARTNERSHIPS

Expected Results

In response to the technical support required by DDPM, the Thailand Country Office will over the next six months carry out the following activities – 1) conduct a detailed sectoral assessment of the livelihoods sector and 2) develop a plan for long term recovery.

Output 1: Livelihood Sector Assessment and Strategy developed (Proposed budget US\$ 31,500)

As agreed with DDPM, UNDP will undertake a detailed sectoral assessment of livelihoods in the two worst affected provinces of Nakorn Si Thammarat and Surat Thani. The assessment will include the following elements:

- Pre-disaster situation and baseline data;
- Analysis of damage, loss and recovery needs including costs of build back better;
- Integration of cross cutting issues especially gender, DRR and governance; and
- Recovery strategy for short and long term recovery of the sector.
- Translation
- Coordination support for multi-sectoral stakeholder at national, provincial and local level for data collection, situation analysis and etc.

The assessment will be carried out through data collection and field visits to 2 most affected provinces, namely Nakorn Sri Thammarat and Surat Thani by sector experts engaged by the CO. The Bangkok Regional office will provide support through direct engagement, review and/ or technical advice by experts in the sector and methodology. The assessment is expected to be completed within three weeks. Extensive coordination support is required at all levels throughout the period of conducting livelihood sectoral assessment and developing livelihood sectoral recovery plan.

Output 2: livelihood recovery plan developed (Proposed budget: US\$ 25,000)

Following the finalization of the livelihoods assessment, UNDP will provide technical and coordination support to DDPM in the development of a Post Flood Recovery Plan. This would include the following:

- Development of a livelihoods sector recovery plan including institutional and coordination arrangements, implementation arrangements, financial disbursement mechanisms, monitoring and evaluation arrangements;
- Support DDPM in consolidating a Post Flood Livelihood Recovery Plan and in conducting validation workshops at national and provincial levels to finalize the Recovery Plan.
- Information sharing with stakeholders involved in sectoral assessments
- Extensive multi-sectoral coordination support at national, provincial and local levels during the development of recovery plan.
- Translation

Resources Required to Achieve the Expected Results

The project will use the resource of 56,500 from TRAC3 for the implementation. The project will be co-funded of USD 20,000 by Department of Disaster Prevention and Mitigation.

Partnerships

The project will be implemented by UNDP Thailand under the Direct Implementation Modality procedures in close collaboration with the Department of Disaster Prevention and Mitigation (DDPM), which has recently become the standing office for the Central Committee for Disaster Prevention and Control. Democratic Governance and Social Advocacy Unit of the UNDP Thailand, in close collaboration with UNDP Regional Office will function as the focal entity for the project.

Stakeholder Engagement

Target Groups: there are two targeted groups in the project: 1) staff of the Department of Disaster Prevention and Mitigation; and 2) affected population in Nakorn Sri Thammarat Province.

For the staff of DDPM, UNDP had a consultation on planned activities and agreed on regular consultation to implement activities related to livelihood assessment and recovery plan

For the affected population, UNDP and DDPM agreed to organize consultation in the most affected province, namely Nakorn Sri Thammarat. The project planned to organize a consultation with provincial beneficiaries to agree on a plan and obtain data on the ground.

Knowledge

The project will produce a report on livelihood assessment and livelihood recovery plan, which demonstrates the partnership between UNDP and Department of Disaster Prevention and Mitigation.

Sustainability and Scaling Up

It was agreed that the project will be undertaken jointly between UNDP and Department of Disaster Prevention and Mitigation. During the implementation, DDPM will build capacities so they can conduct livelihood assessment and recovery plan by themselves in the future.

IV. PROJECT MANAGEMENT

Cost Efficiency and Effectiveness

The project will use the budget from TRAC 1.1.3 to conduct livelihood assessment and livelihood recovery plan. With the fund of USD 56,500, the result of the study will maximize the impact by influencing government's decision and budget of USD 1 billion for livelihood recovery, which has been approved by the cabinet of Thailand.

The coordination support in the project will break departmentalism in livelihood recovery and bring all government agencies and stakeholders to the same table to review the plan and identify the gaps as a result of uncoordinated response. The gaps identified will be addressed through a budget approved by the cabinet.

Project Management

The project will be implemented by UNDP Thailand under the Direct Implementation Modality procedures in close collaboration with the Department of Disaster Prevention and Mitigation (DDPM), which has recently become the standing office for the Central Committee for Disaster Prevention and Control. Democratic Governance and Social Advocacy Unit of the UNDP Thailand, in close collaboration with UNDP Regional Office will function as the focal entity for the project.

Monitoring Plan

This project will follow Programme and Operations Policy and procedures while adjusting its monitoring as appropriate to the implemented activities and capture expected outputs through the internal regular meetings. A progress report will be presented to the Project Board and the final report will be submitted to CRU at the end of project .

V. ANNUAL WORK PLAN 2017

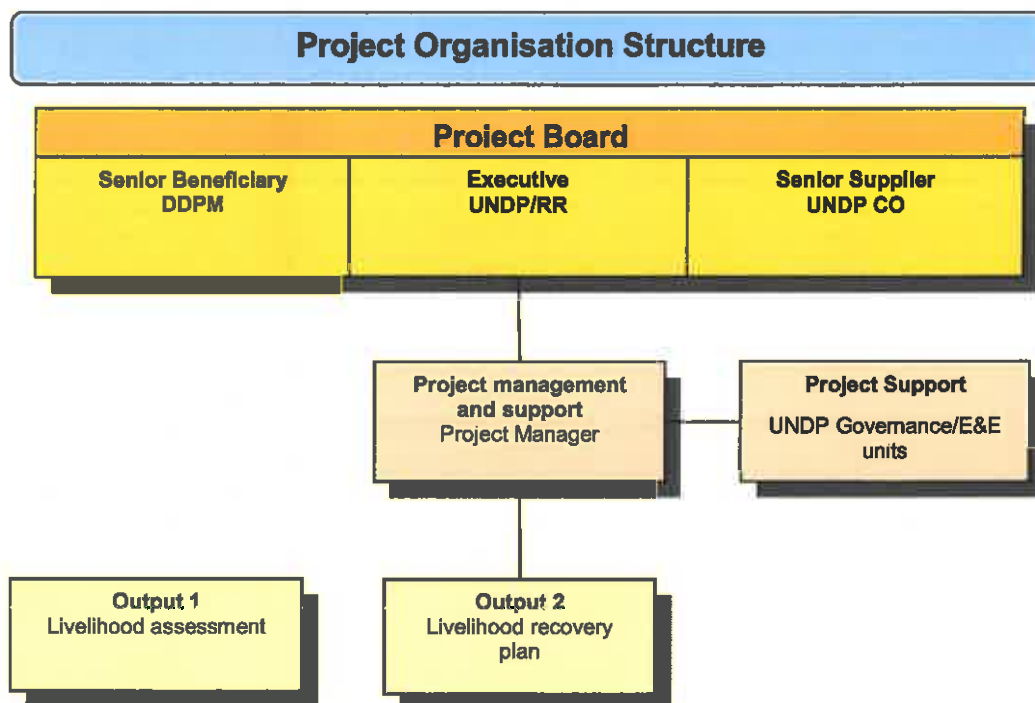
EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
Output 1: Livelihood Sector Assessment and Strategy developed	Activity 1.1 Pre-disaster situation and baseline data;		x	x		UNDP/DDPM	TRAC 1.1.3	Consultant	3,000
	Activity 1.2 Analysis of damage, loss and recovery needs including costs of build back better;		x	x		UNDP	TRAC 1.1.3	Meeting Cost-recovery/Detail assignment	1,000 2,000
	Activity 1.3 Integration of cross cutting issues especially gender, DRR and governance; and recovery strategy for short and long term recovery of the sector.		x	x		UNDP	TRAC 1.1.3	Consultant Travel/DSA Cost-recovery	7,500 3,000 1,000
	Activity 1.4 Coordination support for multi-sectoral stakeholder at national, provincial and local level for data collection, situation analysis and etc.		x	x		UNDP/DDPM	DDPM (in-kind) TRAC 1.1.3	Meeting Travel Printing	5,000 4,000 2,000
	Activity 1.5 Report translation			x		UNDP	TRAC 1.1.3	Consultant	3,000
	Sub-Total for Output 1								36,500

EXPECTED OUTPUTS	PLANNED ACTIVITIES	TIMEFRAME				RESPONSIBLE PARTY	PLANNED BUDGET		
		Q1	Q2	Q3	Q4		Source of Funds	Budget Description	Amount
2: Output livelihood recovery plan developed	Activity 2.1 Development of a livelihoods sector recovery plan including institutional arrangements, coordination arrangements, implementation arrangements, financial disbursement mechanisms, monitoring and evaluation arrangements;			x		UNDP	TRAC 1.1.3	Consultant	9,000
						DDPM	DDPM (in-kind)	Cost-recovery/Detail assignment	2,000
								Meeting	2,000
	Activity 2.2 Support to DDPM in consolidating a Post Flood Livelihood Recovery Plan			x		UNDP	TRAC 1.1.3	Consultant	3,000
	Activity 2.3 Support to DDPM in conduct of validation workshops at national and provincial levels to finalize the Recovery Plan.		x			UNDP/DDPM	TRAC 1.1.3	Consultant	5,000
	Activity 2.4 Information sharing with stakeholders involved in sectoral assessments		x			DDPM	DDPM (in-kind)	Meetings	5,000
Activity 2.5 Extensive multi-sectoral coordination support at national, provincial and local levels during the development of recovery plan.		x			DDPM	DDPM (in-kind)	Meetings	10,000	
Activity 2.6 Report translation					UNDP	TRAC 1.1.3	Travel	3,000	
Sub-Total for Output 2				x		UNDP	TRAC 1.1.3	Consultant	3,000
TOTAL									42,000
									78,500

Summary of Funding Source

FUNDING SOURCE	Type	Amount
TRAC 1.1.3	Cash	56,500
Government	In-kind	22,000
TOTAL		78,500

VI. GOVERNANCE AND MANAGEMENT ARRANGEMENTS



Project Board

The Project Board shall be comprised of UNDP as the Executive and Chair, represented by Resident Representative (or his/her designate). In addition, DDPM and beneficiaries.

The Project Board provides overall leadership and oversight of the project to discuss progress, identify gaps, review and approve annual work plans, and resolve any major issues and other technicalities in the implementation of the project.

The Project Board will specifically be responsible for the following:

- Provision of strategic direction and policy guidance to the project management and support team
- Provision of leadership in engagement with strategic partners including the participation of line ministries and sectors as well as selection and participation of provinces
- Provide project implementation oversight through approval of annual work plans and budgets
- Review and advise on progress of project implementation
- Advise on UNDP's support to RTG
- Provision of fiduciary oversight, in line with UNDP financial rules and regulations
- Advocate with line ministries and sectors to adopt and replicate the best practices arising from the project implementation

Executive

The Executive is ultimately responsible for the project, supported by the Senior Beneficiary and Senior Supplier. The Executive's role is to ensure that the project is focused throughout its life cycle on achieving its objectives and delivering outputs that will contribute to higher level outcomes. The Executive has to ensure

that the project gives value for money, ensuring a cost-conscious approach to the project, balancing the demands of beneficiary and supplier.

Senior Beneficiary

The Senior Beneficiary is responsible for validating the needs and for monitoring that the solution will meet those needs within the constraints of the project. The role represents the interests of all those who will benefit from the project, or those for whom the deliverables resulting from activities will achieve specific output targets. The Senior Beneficiary role monitors progress against targets and quality criteria.

Senior Suppliers

UNDP will hold the role of Senior Suppliers. The Senior Suppliers represents the interests of the parties which provide funding and/or technical expertise to the project (designing, developing, facilitating, procuring, implementing). The Senior Suppliers' primary function within the Board is to provide guidance regarding the technical feasibility of the project. The Senior Supplier's roles must have the authority to commit or acquire supplier resources required.

Project Management and Support

As part of its function as an implementing partner, UNDP's designated officer will serve the Project Manager and secretary of the project board and will be responsible for the achievement of the project outputs and results and the production of identified deliverables. In the day to day management of the project, the project manager will coordinate with relevant stakeholders and shall be accountable to UNDP Resident Representative (or his/her designate).

Project Manager

The Project Manager has the authority to run the project on a day-to-day basis on behalf of the Project Board within the constraints laid down by the Board. The Project Manager is responsible for day-to-day management and decision-making for the project. The Project Manager's prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

UNDP Supporting Services

The project management will be supported by UNDP programme and operations staff in Thailand CO and UNDP's Bangkok Regional Hub.

Audit arrangements

In accordance with established policies "an Implementing Partner is the institutional entity entrusted with and fully responsible and accountable for successfully managing and delivering UNDP project outputs". When a UNDP business unit directly implements a project, UNDP, "as executing agent/implementing partner, assumes overall management responsibility and accountability for project implementation."

If the management of a business unit that implements a DIM project, would commission the audit of that project, this could convey the perception that the same management that is accountable for managing the project also exercises some control over the audit of that project. To prevent any perception of conflict of interest, all DIM audits are therefore conducted as internal audits by or on behalf of Office of Audit Investigations (OAI).

DIM audits will be primarily financial audits. In some instances, the DIM audit will also include an audit of internal controls and systems. The DIM audits may be conducted by OAI auditors or by audit firms engaged by and working on behalf of OAI. The cost of such audits shall be borne in full by the DIM projects audited

Communications

Communications and visibility activities will be undertaken during the project in order that the public and the international community are aware of the project and its impacts. Communications activities may include liaison with journalists, press releases, providing photos and testimonials for the UNDP website, and producing project factsheets.

VII. LEGAL CONTEXT

The project document shall be the instrument envisaged and defined in the [Supplemental Provisions](#) to the Project Document, attached hereto and forming an integral part hereof, as "the Project Document".

This project will be implemented by UNDP ("Implementing Partner") in accordance with its financial regulations, rules, practices and procedures only to the extent that they do not contravene the principles of the Financial Regulations and Rules of UNDP. Where the financial governance of an Implementing Partner does not provide the required guidance to ensure best value for money, fairness, integrity, transparency, and effective international competition, the financial governance of UNDP shall apply.

VIII. RISK MANAGEMENT

1. UNDP as the Implementing Partner will comply with the policies, procedures and practices of the United Nations Security Management System (UNSMS.)
2. UNDP as the Implementing Partner will undertake all reasonable efforts to ensure that none of the project funds are used to provide support to individuals or entities associated with terrorism and that the recipients of any amounts provided by UNDP hereunder do not appear on the list maintained by the Security Council Committee established pursuant to resolution 1267 (1999). The list can be accessed via http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml. This provision must be included in all sub-contracts or sub-agreements entered into under this Project Document.
3. Social and environmental sustainability will be enhanced through application of the UNDP Social and Environmental Standards (<http://www.undp.org/ses>) and related Accountability Mechanism (<http://www.undp.org/secu-srm>).
4. UNDP as the Implementing Partner will: (a) conduct project and programme-related activities in a manner consistent with the UNDP Social and Environmental Standards, (b) implement any management or mitigation plan prepared for the project or programme to comply with such standards, and (c) engage in a constructive and timely manner to address any concerns and complaints raised through the Accountability Mechanism. UNDP will seek to ensure that communities and other project stakeholders are informed of and have access to the Accountability Mechanism.
5. All signatories to the Project Document shall cooperate in good faith with any exercise to evaluate any programme or project-related commitments or compliance with the UNDP Social and Environmental Standards. This includes providing access to project sites, relevant personnel, information, and documentation.
6. UNDP as the Implementing Partner will ensure that the following obligations are binding on each responsible party, subcontractor and sub-recipient:
 - a. Consistent with the Article III of the SBAA *[or the Supplemental Provisions to the Project Document]*, the responsibility for the safety and security of each responsible party, subcontractor and sub-recipient and its personnel and property, and of UNDP's property in such responsible party's, subcontractor's and sub-recipient's custody, rests with such responsible party, subcontractor and sub-recipient. To this end, each responsible party, subcontractor and sub-recipient shall:
 - i. put in place an appropriate security plan and maintain the security plan, taking into account the security situation in the country where the project is being carried;
 - ii. assume all risks and liabilities related to such responsible party's, subcontractor's and sub-recipient's security, and the full implementation of the security plan.
 - b. UNDP reserves the right to verify whether such a plan is in place, and to suggest modifications to the plan when necessary. Failure to maintain and implement an appropriate security plan as required hereunder shall be deemed a breach of the responsible party's, subcontractor's and sub-recipient's obligations under this Project Document.
 - c. Each responsible party, subcontractor and sub-recipient will take appropriate steps to prevent misuse of funds, fraud or corruption, by its officials, consultants, subcontractors and sub-recipients in implementing the project or programme or using the UNDP funds. It will

ensure that its financial management, anti-corruption and anti-fraud policies are in place and enforced for all funding received from or through UNDP.

- d. The requirements of the following documents, then in force at the time of signature of the Project Document, apply to each responsible party, subcontractor and sub-recipient: (a) UNDP Policy on Fraud and other Corrupt Practices and (b) UNDP Office of Audit and Investigations Investigation Guidelines. Each responsible party, subcontractor and sub-recipient agrees to the requirements of the above documents, which are an integral part of this Project Document and are available online at www.undp.org.
- e. In the event that an investigation is required, UNDP will conduct investigations relating to any aspect of UNDP programmes and projects. Each responsible party, subcontractor and sub-recipient will provide its full cooperation, including making available personnel, relevant documentation, and granting access to its (and its consultants', subcontractors' and sub-recipients') premises, for such purposes at reasonable times and on reasonable conditions as may be required for the purpose of an investigation. Should there be a limitation in meeting this obligation, UNDP shall consult with it to find a solution.
- f. Each responsible party, subcontractor and sub-recipient will promptly inform UNDP as the Implementing Partner in case of any incidence of inappropriate use of funds, or credible allegation of fraud or corruption with due confidentiality.

Where it becomes aware that a UNDP project or activity, in whole or in part, is the focus of investigation for alleged fraud/corruption, each responsible party, subcontractor and sub-recipient will inform the UNDP Resident Representative/Head of Office, who will promptly inform UNDP's Office of Audit and Investigations (OAI). It will provide regular updates to the head of UNDP in the country and OAI of the status of, and actions relating to, such investigation.

- g. *Choose one of the three following options:*

Option 1: UNDP will be entitled to a refund from the responsible party, subcontractor or sub-recipient of any funds provided that have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of this Project Document. Such amount may be deducted by UNDP from any payment due to the responsible party, subcontractor or sub-recipient under this or any other agreement. Recovery of such amount by UNDP shall not diminish or curtail any responsible party's, subcontractor's or sub-recipient's obligations under this Project Document.

Note: The term "Project Document" as used in this clause shall be deemed to include any relevant subsidiary agreement further to the Project Document, including those with responsible parties, subcontractors and sub-recipients.

- h. Each contract issued by the responsible party, subcontractor or sub-recipient in connection with this Project Document shall include a provision representing that no fees, gratuities, rebates, gifts, commissions or other payments, other than those shown in the proposal, have been given, received, or promised in connection with the selection process or in contract execution, and that the recipient of funds from it shall cooperate with any and all investigations and post-payment audits.
- i. Should UNDP refer to the relevant national authorities for appropriate legal action any alleged wrongdoing relating to the project or programme, the Government will ensure that the relevant national authorities shall actively investigate the same and take appropriate legal action against all individuals found to have participated in the wrongdoing, recover and return any recovered funds to UNDP.
- j. Each responsible party, subcontractor and sub-recipient shall ensure that all of its obligations set forth under this section entitled "Risk Management" are passed on to its subcontractors and sub-recipients and that all the clauses under this section entitled "Risk Management Standard Clauses" are adequately reflected, *mutatis mutandis*, in all its sub-contracts or sub-agreements entered into further to this Project Document.