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PROJECT DOCUMENT
TAJIKISTAN

Project Title: Facilitating Climate Resilience in Tajikistan

Project Number: 00105792

Implementing Partner: UNDP Tajikistan

Start Date: January 2018

End Date: December 2019

PAC Meeting date: 23 January 2018

Brief Description

This project is expected to contribute to building climate resilient communities across Tajikistan and address specific threats to lives and social infrastructure posed by climate-induced natural hazards (including avalanches, floods and mudflows) in disaster prone rural areas of Tajikistan, to safeguard investments into sustainable human development.

The project is expected to utilize the climate and disaster risk information effectively in order to leverage climate finance. The interventions envisaged within the framework of the project include engineering design and feasibility studies for critical infrastructure, and will build on the on-going risk assessment work implemented by UNDP Tajikistan.

The proposed project is in line with priorities outlined in the National Development Strategy until 2030, and responds to the Government's Appeal to address the immediate challenges and longer-term risks to sustainable development posed by climate-induced hazards in the most vulnerable areas of the country.

Contributing Outcome (UNDAF/CPD, RPD or GPD):

People in Tajikistan are more resilient to natural and man-made disasters and benefit from improved policy and operational frameworks for environmental protection and management of natural resources.

Contributing to CP Output 6.2: Effective institutional, legislative, policy frameworks in place to enhance the implementation of disaster and climate risk management measures at national and sub-national levels

Contributing to CP Output 6.3: Strengthened livelihoods through solutions for disaster and climate risk management

Indicative Output(s) with gender marker¹: GEN1

Total resources required:	\$ 2,066,210	
Total resources allocated:	Russian Trust Fund	\$950,130
	UNDP Parallel Co-Financing	\$916,080
	UNDP In-Kind:	\$200,000

Agreed by UNDP Tajikistan

Ms. Sanja Bojanic, Deputy Country Director

Signature: 

Date: 16/2/2018

1: The Gender Marker measures how much a project invests in gender equality and women's empowerment. Select one for each output: GEN3 (Gender equality as a principle objective); GEN2 (Gender equality as a significant objective); GEN1 (Limited contribution to gender equality); GEN0 (No contribution to gender quality)





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I. DEVELOPMENT CHALLENGE

Country Context

Tajikistan is a small landlocked country in the heart of Central Asia, bordered by Afghanistan, China, the Kyrgyz Republic and Uzbekistan. The population of Tajikistan is 8.3 million (2015) with the biggest share (40%) of the youngest. Recovery from the devastating social and economic consequences of civil war and the start of reforms led to a steady growth over the past decade averaging 8% annually, with the gross national income per capita at US\$ 3,460 (2015). According to the National Development Strategy review report (2014), poverty declined from 81% in 1999 to approx. 32% in 2014.

Rapid growth in Russia and other trading partners boosted the demand for Tajik labor, which resulted in growth of remittances and a subsequent increase in domestic consumption. Internally, the Government's efforts in stabilizing the economy allowed businesses and households to take advantage of emerging opportunities. In 2013, remittances contributed to more than 45% of Gross Domestic Product (GDP). The country's Migration Service reported that in 2014, 834,000 Tajiks left the country (106,400 women) for employment, mostly in the Russian Federation. However, recent data indicates a declining trend in remittance inflow (approximately 30 per cent decline in 2015 compared to 2014) and a potential wave of returning migrants are triggered by the currency crisis in Russian and the region. Consequently, poverty, unemployment and vulnerability are expected to rise.

Energy and agriculture are among other key development sectors in Tajikistan and contribute to the country's GDP. Over 98-99% of Tajikistan's energy production capacity is based on hydropower. Yet, this hydropower potential of about 4,412.7 megawatt remains mostly untapped, with only 5% of its potential being used. The main large-scale hydropower projects are the Nurek and Sangtuda-1 (670 MW) hydroelectric power stations. More hydropower projects are at the development stage, such as the Rogun power plant, 3,400 MW. Employing 64% of the population and generating about 21% of GDP, Tajikistan's agricultural sector offers a solid foundation for economic development. The Government displays a strong commitment to the ongoing agricultural reform, although the pace of implementation must be accelerated to secure the productivity gains that Tajikistan needs to improve the agricultural growth rate. Agricultural land in Tajikistan amounts to slightly over 5% of its territory, with large parts affected by erosion and salinization.

Climate Change in Tajikistan

Tajikistan is unfortunate to be the most vulnerable to climate change in Central Asia and Eastern Europe. The Third National Communication of the Republic of Tajikistan to the UNFCCC² indicates that expected changes to climate-related hazards include an increase in the amount of rainfall and decreased snowfall by 2100. Tajikistan is likely to experience considerable additional economic losses, humanitarian stresses and environmental degradation as a result of current climate variability and future climate change impacts. The direct future climate change impacts likely to adversely affect Tajikistan include an increase in:

- i) mean annual air temperature by 2.3°C by 2030³;
- ii) evapotranspiration rates;

² The Third National Communication of the Republic of Tajikistan under the United Nations Framework Convention on Climate Change, 2014. http://unfccc.int/resource/docs/natc/tjknc3_eng.pdf

³ The Second National Communication of the Republic of Tajikistan under the United Nations Framework Convention on Climate Change, 2008 <http://unfccc.int/resource/docs/natc/tainc2.pdf>

- iii) the variability of rainfall patterns, with average rainfall likely to increase by 8% in the territories up to 2500m above sea level by 2030 and decrease in the mountainous areas by 3% by 2030;
- iv) the intensity and frequency of climate-related disasters, including floods, mudslides, landslides, droughts and avalanches;
- v) the intensity and frequency of extreme weather events, including heat waves, dust storms, haze, strong winds and episodes of heavy rainfall.

Tajikistan is already characterised by significant inter-annual variability in climatic parameters. Due to the mountainous nature of the country, the climate is characterised by a wide-range of temperature, humidity and rainfall. Annual mean temperature varies considerably depending on the elevation of the area in question. For example, the annual mean temperature varies from 17°C in the south to -6°C in the Pamirs. The Eastern Pamir in particular is known for its drastic variations in climate. Absolute minimum temperature in this mountain range reaches -63°C whilst the maximum temperatures reach 47°C, which shows a temperature range of over 100°C⁴. Similarly, annual rainfall varies considerably across Tajikistan. Annual rainfall in the lowland hot deserts of northern Tajikistan and the cold mountain deserts of eastern Tajikistan average approximately 70-160 mm, compared with 1 800 mm in central Tajikistan.

Predicted climate change is likely to exacerbate the above discussed inter-annual variability and may lead to harsher conditions. An increase in temperature is already evident across Tajikistan, although there is variation in the extent of the increase (see Figure 1).

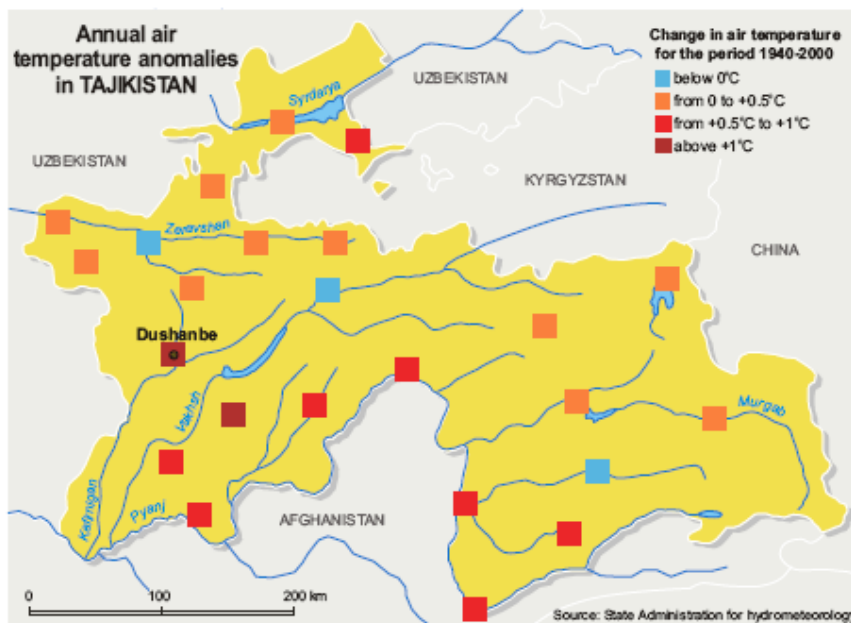


Figure 1. Temperature changes across Tajikistan for the period 1940-2005 (Source: Second National Communication. 2008. Republic of Tajikistan).

Annual temperatures have shown a trend of decreasing in high mountain areas, yet one of increasing in the lowlands. Mean minimum temperature during autumn has increased by between 0.5-2.0°C whilst mean maximum temperature during autumn has increased by between 0.5-1.0°C over the period 1940-2005. Recorded rainfall shows an uneven distribution of change in rainfall (see Figure 2), largely as a result of the mountainous relief of Tajikistan.

⁴ The Second National Communication of the Republic of Tajikistan under the United Nations Framework Convention on Climate Change, 2008 <http://unfccc.int/resource/docs/natc/tainc2.pdf>

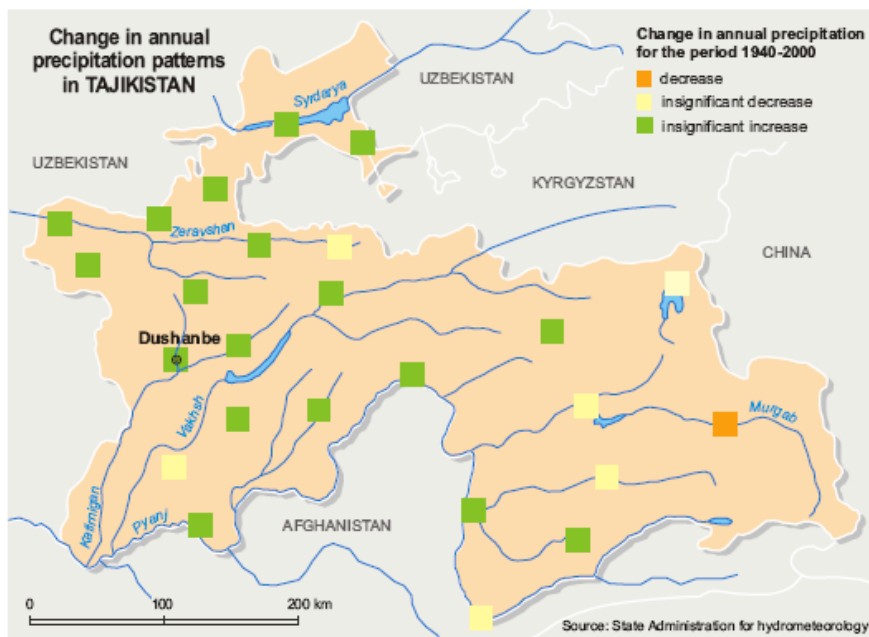


Figure 2. Rainfall changes across Tajikistan for the period 1940-2005 (Source: Second National Communication. 2008. Republic of Tajikistan).

Climate Change and Gender

Gender mainstreaming by GCF

The Green Climate Fund is the first climate finance mechanism to mainstream gender perspectives from the outset of its operations as an essential decision-making element for the deployment of its resources. GCF has placed gender as a key element of its programming architecture, and its commitment to gender equality centres on gender-responsive climate action programmes and projects that benefit women and men.

Gender mainstreaming is central to the GCF’s objectives and guiding principles, including through engaging women and men of all ages as stakeholders in the design, development and implementation of strategies and activities to be financed. The GCF Governing Instrument states that: “The Fund will strive to maximize the impact of its funding for adaptation and mitigation promoting environmental, social, economic and development co-benefits and taking a gender-sensitive approach.”

Thus, gender equality considerations should be mainstreamed into the entire project cycle to enhance the efficacy of climate change mitigation and adaptation interventions, and ensure that gender co-benefits are obtained. This applies to all projects, not only those intended from the outset to center on women or to have a gender focus. Gender mainstreaming is fundamental to any project intervention and does not necessarily signify additional costs; in fact, mainstreaming gender makes climate interventions more effective and efficient.⁵

Rural populations are especially vulnerable to climate change given their dependence on small-scale farming and natural resources. It must be considered that the increase in female-led households in rural communities, because of the migration of many men of working age, has led to a significant change in the traditional gender balance within these communities. Particularly, this fact has increased the responsibilities of women in poverty-stricken families and communities.

⁵ <http://www.greenclimate.fund/how-we-work/mainstreaming-gender>

According to ADB's Country Gender Assessment for Tajikistan (2016), women-farmers described climate change impacts as "unseasonably warm weather followed by heavy rains that ruined crops". The rural women and female farmers typically have a triple work burden: employment for income, household and care responsibilities, and growing food for family consumption. Kitchen gardens are a vital source of income, especially for households headed by females, and a critical factor in household food security, since, for the average rural household, 54.9% of expenditures are on food.

Households headed by females are among the poorest and "often have very limited capacity to cope with or recover from weather-related losses"; further, they will also be disproportionately impacted by staple goods scarcity. In addition to increased physical burdens associated with collecting scarce resources, women and children are at risk for illness from substandard drinking water and unclean fuel.

Women's lower educational levels, lack of technical knowledge, and limited participation in decision making also impact their climate change adaptability. The 2010 flooding in Kulyab, for instance, affected many women because they did not know how to react during an emergency and few could swim.

Households headed by females that operate small farms exhibit fewer sustainable land management processes than households headed by males, which may be due to lack of technical knowledge or insufficient finances. Due to traditional gender roles, women are also less likely to participate in household decisions about which crops to grow or how to invest income.

At the same time, women have great potential as agents of change. Rural women are quick to grasp the holistic nature of farming and offer examples and solutions that they are already engaging in to adapt to climate change.

Household-level interventions targeting women are crucial in order to improve their awareness of climate change adaptability. But efforts are also needed at the local and national level to share best practices climate change adaptation, and to increase information about women's rights with support through investment, credit, and technology. Women should also be engaged with policy, via both key leadership roles and civil society organizations (CSOs).

II. STRATEGY

Tajikistan is highly vulnerable to the impacts of climate change. The greatest concern in Tajikistan has been an increase in air temperature. Ground air temperatures are increasing in most districts and high altitude zones. There has also been an increase of the number of days' maximum temperatures have reached 40⁰ C or higher. There has been an increase in east and south-east (warm) winds, and a decrease in west and south-west (cold) winds. Thunderstorms and hailstorms, both associated with cold fronts, have decreased. Tajikistan's vulnerability—and that of the entire region—hinges on the availability of water, primarily from glaciers, and how those water resources are managed. More than 90% of the nation's energy comes from small and large hydropower facilities, and two-thirds of the region's water resources originate in Tajikistan. About 20% of the country's 8,492 glaciers are in retreat and 30% more are likely to retreat or disappear by 2050⁶. Droughts will likely be more intense and frequent in the future and climate change will worsen a long-term spiral of intensifying aridity in the region.

When assessing the climate vulnerability of a country or its constituent regions and communities, and certainly of crucial importance when assessing adaptive capacity, the socio-economic context is often more important than the climate context. The economy of Tajikistan is highly dependent on

⁶ The largest glacier – Fedchenko - has lost 44 sq km, or 6% of its volume, in the last 35 years

natural resources. Much of the population lives in rural communities and is involved in agriculture and 90% of the country’s electricity comes from hydropower. All of these sectors are thus highly climate-sensitive and, specifically, the role of water, or lack of it given the semi-arid climate of much of the country, is crucial. Climate risks seriously undermine agricultural development. The drought of 2001-2002 caused a critical drop in crop yields by 30-40% in the driest farming areas of Tajikistan, whereas the drought of 2008 led to 40% decline.

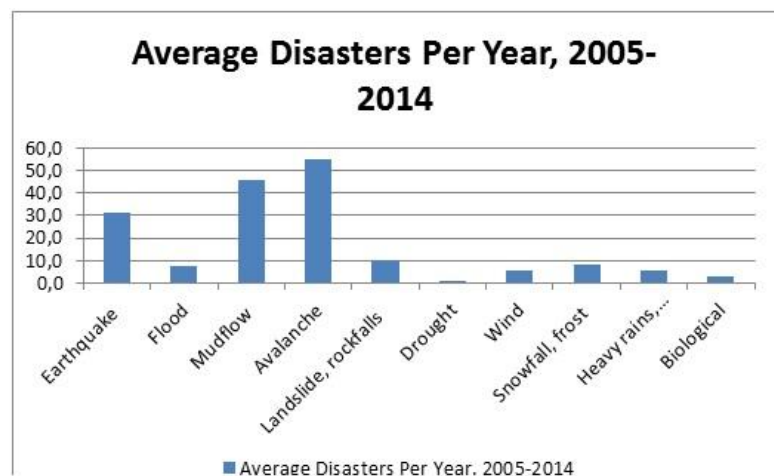
Climate Change Induced Vulnerability and Climatic Hazards

Tajikistan, with 93% of its territory covered with mountains, is a highly disaster prone country. Mudflows, landslides and floods are most frequent, followed by avalanches and small-scale earthquakes. Between 1997 and 2014, 1,205 deaths, US\$ 504 million in losses⁷, were recorded from to 3,190 disasters⁸. Climate hazard-related disasters occur on average once every three days.⁹

Government data for 1997-2014 indicates that mudflows/flooding are the most frequent disasters, followed by avalanches and earthquakes. Average disasters losses exceed US\$28 million per year, with significant losses to infrastructure, family assets and livelihoods. Flooding and mudflows in 2014 led to 13 deaths. Floods and mudflows in 2010 resulted in damage exceeded 500 million Somoni, and at least 20 deaths. In 2005, flooding from the outburst of a glacial lake in Roshtqala District of GBAO resulted in obliterated a village and 25 fatalities.

Avalanches are another serious hazard hampering economic development in Tajikistan. During January-February 2017 alone, avalanches killed 21 people and blocked the road Dushanbe-Chanak that connects the capital and northern region of the country. Due to this blockage, movement of goods became impossible and prices for major commodities skyrocketed.

Disaster impacts tend to be local, affecting a grouping of mountainous communities and villages most severely. Women and women-led households face greater burden of from disasters and recovery given the employment structure with many men working outside of the country. In terms of risk avoidance, Tajikistan’s mountainous terrain provides little space for communities to find safe space safely away from climate-related hazards such as mudflows, avalanches. Government data¹⁰ indicates that the districts of Kulob, Rudaki, Pyanj, Kubodion, Ayni, Nurobod, Jirgital, Rasht, Tojikobod, Roshtqala, Shugnan and Ishkoshim have been affected by both disasters and fatalities above the national average, with is expected that most of the disasters and deaths are related to mud flows and other climate-related hazards.



Tajikistan’s mountainous terrain provides little opportunity for the communities to live away from natural hazards such as mud flows or avalanche zones. Even communities in broader valleys live under the risk of floods from the mountains and hills of Tajikistan or neighbouring countries, with earthquakes a constant threat.

⁷ Not adjusted for inflation.

⁸ Data: Government of Tajikistan’s Committee of Emergency Situations.

⁹ Committee of Emergency Situations data, 1997-2014, for mud flows, floods, avalanches, drought and other severe weather causing damage.

¹⁰ Committee of Emergency Situations data, 1998-2014.

Vulnerability of Infrastructure to Climate Induced Hazards

The expected changes to the climate and their down-stream consequences are significant in terms of the design of hydraulic infrastructure (e.g., bridges, irrigation systems, flood control structures, etc.). This infrastructure needs to be designed to handle more extreme hazard events than in the past, and this can increase investment costs significantly. An increase in erosion and sedimentation processes will also reduce operation lives and recurrent maintenance costs across all hydraulic infrastructure.

Tajikistan already faces a significant funding gap in terms of hydraulic infrastructure maintenance, a situation made worse by unrepaired damage which increases the risk of failure of structures in hazard events which are much less than initial design criteria. As well, in many cases, newer hydraulic infrastructure is designed-to-funding-available rather than actual hydraulic requirements, leading to more frequent damage and failure from smaller mud flows, floods or similar events. Implementing ways to reduce the cost imposed by mudflows and flooding will improve the overall cost burden posed by hydrologic infrastructure construction and maintenance.

A reason for the underfunding of hydraulic infrastructure clearly relates to the level of economic development in Tajikistan and the limited means the central government has to fund recurrent costs, repairs and investments. But another, very significant, reason for the lack of recurrent and investment in hydraulic infrastructure and proactive management of climate-related hazards in general is that most of these costs are borne by local (District) government, which generally face challenges in covering even basic operating costs and lack funds for maintenance or investment¹¹. As a result, there is a critical need to develop ways to manage climate-related hazards, which take into account the overall limited financial means at both the national and local levels in Tajikistan.

The proposed project will respond to the Tajikistan Government's appeal for support to address the immediate challenges and longer term risks to sustainable development in the most vulnerable territories of the country posed by climate hazards.

The long term Goal (outcome) of the project is building climate resilient communities across Tajikistan. To reach this outcome, the project will pursue related two shorter term objectives to better manage climate-related hazards of avalanches, floods and mudflows:

- Reduce the future threat of climate-related hazards to lives and physical and social infrastructure in disaster prone mountainous regions of Tajikistan, and
- Safeguard existing investments in sustainable human development from these threats.

The project incorporates assumptions, based on a decade of work on disaster risk management and global experience that

- The fragile development gains achieved by Tajikistan can be protected and sustained in the face a likely increase in the frequency of climate-related hazard events by targeted and informed evidence-based interventions to reduce climate-related hazard threats, and
- Available and new climate and disaster risk information will provide sufficient to leverage for additional funding for climate related hazard management in Tajikistan.

The activities planned within the project will complement the policy work on development of the unified disaster response system being undertaken within the framework of the UNDP DRMP Russian funded project "Strengthening Preparedness and Response Capacities". The interventions under the project will build on on-going risk assessment work under the "Strengthening Disaster Risk

¹¹ Initial estimates are that irrigation system repairs following the 2015 flooding are on the order of \$300 million.

Reduction and Response Capacities” project, funded by Japan and implemented by UNDP Tajikistan. These ongoing assessments will inform the preparation of the project proposal to access climate finance (e.g. Adaptation Fund, Green Climate Fund, IFIs, bilateral donors).

The Green Climate Fund (GCF) is a new global fund created to support the efforts of developing countries to respond to the challenge of climate change. GCF helps developing countries limit or reduce their greenhouse gas (GHG) emissions and adapt to climate change. It seeks to promote a paradigm shift to low-emission and climate-resilient development, taking into account the needs of nations that are particularly vulnerable to climate change impacts.

It was set up by the 194 countries who are parties to the United Nations Framework Convention on Climate Change (UNFCCC) in 2010, as part of the Convention’s financial mechanism. It aims to deliver equal amounts of funding to mitigation and adaptation, while being guided by the Convention’s principles and provisions.

Being the most vulnerable country to climate change in Central Asia, Tajikistan has both adaptation and mitigation high on its agenda. As it does not have sufficient national financial capacity, accessing resources from the Green Climate Fund (GCF) and other international donors would help Tajikistan to tackle climate change issues.¹²

Tajikistan has already nominated a National Designated Authority (NDA) for the Green Climate Fund (GCF) and due to its vulnerability to climate change, is a priority country for climate finance mechanisms. With UNDP as an accredited organization to Green Climate Fund, Adaptation Fund, and other climate finance mechanisms, the project will catalyze larger scale climate finance (estimated US\$20 million). Over the longer term, project is expected to contribute to: a) institutional strengthening and better planning; (b) improved preparedness to manage extreme climate events; (c) increased climate resilience of communities; (d) climate-resilient agriculture; and (e) climate proofing of infrastructure and other assets.

The proposed project will respond to the Tajikistan Government’s Appeal to address the immediate challenges and longer term risks to sustainable development posed by climate induced hazards in the most vulnerable territories of the country. The Theory of Change is presented in the next diagram:

¹² <http://www.greenclimate.fund/who-we-are/about-the-fund>

Climate resilient communities across Tajikistan

Outcome

Outputs

Reduced future threat of climate-related hazards to lives and physical and social infrastructure in disaster prone mountainous regions

Investments in sustainable human development safeguarded from climate-hazard related threats

Results

- Assessments validated and consultations undertaken for projects to access climate finance
- Package of interventions piloted

- A range of cost-transfer and funding mechanisms developed for local use to reduce climate-related risk
- Intervention site community consultations undertaken to shape intervention design

Activities

Validate required assessments and undertake consultations for the preparation of project proposals to access climate finance.

Develop a package of site level interventions and ensure timely implementation

Develop a range of cost-transfer (e.g., insurance and funding mechanisms) for local use in funding risk reduction.

Conducting community consultations.

Assumptions

- Fragile development gains can be protected and sustained by targeted evidence-based interventions to reduce climate-related hazard threats

- Available and new climate and disaster risk information provides sufficient to leverage for additional funding for climate related hazard management

Risks

- High level of poverty
- Significant and increasing risk from climate-related hazards
- Changing gender roles, placing women in new climate risk management roles
- High cost of risk management

- Limited government finances to address current and future climate related risks
- Limited link between climate risk management planning and community perceptions, expectations and means

III. RESULTS AND PARTNERSHIPS

Expected Results

Tajikistan's disaster risk management priorities are set out in its National Disaster Risk Management Strategy 2010-2015, which highlights response preparedness and disaster risk reduction (DRR) as priority areas. A review of the 2010-2015 Strategy indicated that while the Strategy focused on critical priorities, institutional, human and technical capacities to implement the Strategy are limited at national, regional and local levels. In particular, decentralized disaster risk reduction, although proven to be effective elsewhere, has had limited effect, as local authorities have been hampered primarily by a lack of funding and to a lesser extent, limited human capacities, implement DRR activities.

At the request of the Government, UNDP has initiated development of a road map for the next National Strategy on Disaster Risk Management of Tajikistan, which anticipates integrating climate change adaptation into the strategy and a specific near-term focus reducing the impact of floods and mudflows risk.

The project design is aligned with priorities of the National Development Strategy of the Republic of Tajikistan until 2030. The project interventions will contribute to the UNDAF/CPD outcomes that states *"People in Tajikistan are more resilient to natural and man-made disasters resulting from improved policy and operational frameworks for environmental protection and sustainable management of natural resources"*, and, furthermore, it will contribute to the overall development challenge of Sustainable Development Goal #1 on No Poverty, SDG #2 Zero Hunger, SDG #9 Industry, Innovation and Infrastructure, SDG# 11 on Sustainable Cities and Communities, SDG #13 on Climate Action, and SDG on Life on Land.

The strategic **Project Goal** is to contribute to building climate resilient communities across Tajikistan and address specific threats to lives and physical and social infrastructure in disaster prone mountainous regions of Tajikistan, and safeguard investments into sustainable human development against climate-induced natural hazards including avalanches, floods and mudflows. The project is a prerequisite for sustaining and protecting fragile development gains achieved by Tajikistan in the face a likely increase in the frequency of climate-related hazard events. If these events can be better managed, through risk reduction and building resilience, the number and scale of climate-related disasters should decrease.

The project will ensure that climate and disaster risk information is effectively utilized to facilitate access to climate finance. The activities planned within the project will complement the policy work on development of the unified disaster response system being undertaken within the framework of the Russian funded project "Strengthening Preparedness and Response Capacities".

The interventions under this component will build on the on-going risk assessment work being conducted under the project "Strengthening Disaster Risk Reduction and Response Capacities", which is funded by Japan and implemented by UNDP Tajikistan. These ongoing assessments represent critical data, i.e., disaster risk assessments will inform the preparation of the project proposal to access climate finance (e.g. Adaptation Fund, Green Climate Fund, IFIs, bilateral donors).

In terms of results indicators, the project will:

- Improve livelihoods and wellbeing of the population by reducing physical and social-economic vulnerability and increased resilience, targeting at minimum 1,000,000 people (54% female).
- Improve the overall availability and use of climate data and investments for warning, monitoring and risk reduction (8.3 million persons targeted, 51% female);

These results will safeguard overall development investments in the most mud flow and avalanche-affected watersheds Tajikistan.

The project activities and specific results are summarized below:

- **Activity 1.1. Validate required assessments and undertake consultations for the preparation of project proposals to access climate finance.**

This Activity will include evaluation and assessments of past interventions and efforts proposed to be scaled up, and additional consultations to establish baseline information to be included into project proposals to access climate finance.

Under this activity the following interventions can be undertaken:

- Identify gaps in available baseline information and data specifically related to:
 - Information about current level of investments by type (grant, loans, equity, etc) and sources (public, private, donors) in green climate funds;
 - Information on existing policies, legal, regulatory and institutional frameworks for climate adaptations and green climate funds;
 - Information about relevant baseline projects and initiatives funded by the Government and development actors (donors and IFIs);
 - Collect, analyze and summarize information about relevant baseline projects and initiatives funded by the Government and development actors (donors and IFIs); based on conducted analysis identify synergies and co-financing opportunities;
 - Conduct consultations with relevant stakeholders and potential partners from among national agencies, international organizations, private sector, and civil society;
 - Identify stakeholders' interests, current and potential roles in promoting investment in climate mitigation and resilience, including opportunities for public-private partnerships and co-financing;
 - Propose, discuss and agree with national stakeholders regarding the scope and type of innovative financial mechanisms and partnerships to be supported by the project;
 - Propose, discuss and agree with relevant government authorities on the process and criteria to identify and implement flagship investment projects in the priority sectors.
- **Activity 1.2. Develop a package of site level interventions.**

This Activity will result in development of a package of structural and non-structural risk reduction projects which have a strong community-management component. These packages will include structural, i.e. infrastructure rehabilitation, and non-structural measures, such as improved land use planning, and warning systems, to reduce future risk at lower costs, in addition to structural measures as avalanche protection, embankments, retention basins and other physical interventions.

While risk assessments being conducted by UNDP will provide a wide range of potential interventions, the project will prioritize larger scale infrastructure projects, such as avalanche and flood protection facilities, with potential transformational impact. Such interventions include:

- a) *Avalanche Management.* The preparation of this project proposal will involve a range of high cost interventions. It will include: a) feasibility study (or, hydrologic/avalanche risk assessment), looking into snowfall levels, fatalities, location and severity of avalanches, etc. across certain timespan (10-20 years); b) development/validation of avalanche maps and their digitization; c) economic due diligence and validation of avalanche management options such as: using explosives to clear avalanches in advance, construction of avalanche protection facilities (along Dushanbe-Chanak (Anzob) road), and broader, along Tian Shan/Pamir; d) development of forecasting and warning systems (e.g. avalanche center of excellence at the University of Central Asia). The project proposal will be not only about construction of avalanche protection facilities, but about forecasting capacities, training specialists and providing a region-wide engagement.

This project proposal will entail feasibility assessment on the construction of avalanche protection facilities along Dushanbe-Chanak (Anzob) road, connecting Dushanbe and Sughd region of Tajikistan. The road is blocked with avalanches every winter, with 75 avalanche events taken place in January-February 2017 only. The road has 24 avalanche protection facilities (passage) in place, yet it is estimated that another 40 such facilities are needed. It is suggested, that the project will conduct a feasibility study, looking into snowfall levels, fatalities, location and severity of avalanches, etc.

- b) *Flood Management.* This project proposal will look into construction of diversion channels (*including from Elok river to Kafirnighan river in Rudaki district*) to eliminate annual flood impacts. E.g. annually, Rudaki district with more than 330,000 population is hit with floods and mudflows, with damages to local infrastructure, such as roads, arable land and power and water supply systems. Overall, in 2015 floods and mudflows resulted in around US\$100 million (over 1% of 2014 GDP) losses, with irrigation and energy infrastructure, major transport routes and social facilities affected the most.
- c) Apart from this, the project will consider the development of the project proposal on increasing resilience of rural communities and land resource management. Inter alia, the interventions to be explored will include:
- Farm Production: field and horticultural crop productivity and diversification, livestock production efficiency, agro-processing and market access;
 - Land Resource Management: pasture management, water management, soil fertility, integrated pest management, and sustainable sloping lands cultivation (including orchards, woodlots, shelter-belts), joint forest management, agroforestry; and
 - Small-scale rural production infrastructure: irrigation/drainage system rehabilitation, minor transport infrastructure, renewable energy, and energy efficiency measures.

The interventions mentioned above are of indicative character, and the list may be expanded based on the results of the risk assessments, and in close consultation with the donor.

- **Activity 1.3. Develop a range of cost-transfer (e.g., insurance) and funding mechanisms (e.g., income generating investments) for local use in funding risk reduction.**

While these funding mechanisms will not cover large scale projects (expected to be funded through loans or grants), they will increase local level capacities to initiate climate risk management, and provide local counterpart funding for external funding.

An example of such funding mechanisms can be community-level disaster risk reductions funds piloted by UNDP. Since 2012, UNDP has trialed community-level disaster risk reduction funds, with grants provided to three micro-finance institutions (MFIs) operating in Sughd and Khatlon regions to generate revolving income (US\$150,000 for each of the three MFIs). This income is utilized as a

DRR Fund to implement disaster risk reduction initiatives at community level. The Fund Administration Council composed of representatives of the community, local CoES offices, district hukumats and UNDP representatives provides identification and quality assurance of the interventions. This intervention has multiple benefits, such as improved livelihoods of the population accessing MFIs' credit portfolio and thus building resilience of the population, as well as availability of financing for smaller scale maintenance to reduce the risks and impacts of potential disasters.

The project will study successes and lessons accumulated by this funding mechanism, and explore other similar initiatives piloted in Tajikistan (including those within the framework of PPCR).

- Activity 1.4. Undertake intervention site community consultations.

This activity will result in a greater understanding of community perceptions of climate related hazards and risk, preferences for risk management options and opportunities for engagement in risk management actions. These consultations will focus on gender and age differences in the understanding of climate-related hazards and risks and management options. Consultations will also explore the social and environmental factors which play a role in attenuating or amplifying climate-related risk and defining options for risk management.

The project will catalyze the mobilization of climate finance to help Tajikistan address the challenges and risks posed by climate induced hazards.

Tajikistan, due to its vulnerability to climate change, is a priority country for climate finance mechanisms. With UNDP as an accredited organization to Green Climate Fund, Adaptation Fund, and other climate finance mechanisms, the project will catalyze larger scale climate finance (estimated US\$20 mln.). The project will thus contribute to: a) institutional strengthening and better planning; (b) improved preparedness to manage extreme climate events; (c) increased climate resilience of communities; (d) climate-resilient agriculture; and (e) climate proofing of infrastructure and other assets.

The project will leverage upon the development investments into disaster risk reduction made by the Russian Trust Fund and Government of Japan, and will ensure complementarities to the on-going interventions.

Resources Required to Achieve the Expected Results

The below table provides an overview of expected expenditures under the project by activities and partners' contribution:

Project Components	Funds required from RTFD (USD)	UNDP contribution
Component 1: Climate and disaster risk information is effectively utilized to facilitate access to climate finance		
Activity 1.1. Validate required assessments and undertake consultations for the preparation of GCF proposal.	51,650	42,200
Activity 1.2. Develop a package of site level interventions.	519,420	742,280
Activity 1.3. Develop a range of cost-transfer (e.g., insurance) and funding mechanisms (e.g., income generating investments) for local use in funding risk reduction.	124,100	*in-kind
Activity 1.4. Undertake intervention site community consultations.	34,300	*in-kind

Sub-total Programme	729,470	784,480
Total Staff and Project Management Support	140,280	131,600
Final evaluation	10,000	
Total for components and project management	879,750	916,080
GMS (8%)	70,380	
Total	950,130	916,080

Partnerships and Stakeholder Engagement

The main objective of the project is to attract investment into the country for sustainable human development safeguarded from climate-hazard related threats. Therefore, during the project implementation, UNDP will ensure cooperation with relevant partners and get a best practices and lesson learned with regard to adaptation to climate change and associated hazards. A close coordination and cooperation will be set up with different ongoing initiatives, such as PPCR, NAP process and others by World Bank, Green Climate Funds etc.

However, during the project preparation stage, a stakeholder analysis was undertaken in order to identify key stakeholders and assess their prospective roles and responsibilities in the context of the proposed project. The table below lists the key stakeholder organizations; provides a brief summary of the responsibilities of each of these stakeholder organizations (specifically as it applies to the climate change); and broadly describes the anticipated role of each of the stakeholder organizations in supporting or facilitating the implementation of project activities:

Stakeholder	Roles and Responsibilities	Proposed involvement in the Project
National Government		
<i>Executive Office of the President of the Republic of Tajikistan</i> <i>Department of Agriculture and Environment Protection</i>	The role of the Department is to: <ul style="list-style-type: none"> ▪ Coordinates the national governmental policies and politics on environment and emergency situations in the Republic of Tajikistan; ▪ Considers and approves laws and by-laws on environment and emergency situations in the Republic of Tajikistan; ▪ Monitors the sector development policies are developed in line with the principle laws and by-laws on environment and emergency situation prevention. 	The Department will play an oversight and guidance role in the project. It will: <ul style="list-style-type: none"> ▪ Assure political support of large-scale programs on climate change in Tajikistan and enforces environment and climate-related laws at all sector-based levels in Tajikistan; ▪ Consider and approves national development strategies and actions plans, including National Action Plan (NAP) for climate change mitigation (2003) and National Strategy and Action Plan on climate change adaptation, under development; ▪ Oversee the Pilot Program for Climate Resilience (PPCR) and houses the PPCR focal point.
<i>Committee on Environmental Protection (CEP)</i>	The role of the Committee is to: (i) regulate nature conservation functions and activities; (ii) develop and implement nature protection and forestry policies; (iii) regulate the use and management of natural resources; and (iv) develop medium	The Committee will play an oversight and guidance role in the project particularly as it pertains to conservation and sustainable management of natural resources, climate change analyses work, and ecosystem resilience. This will be

Stakeholder	Roles and Responsibilities	Proposed involvement in the Project
	<p>and long-term state programs for nature protection and sustainable use of natural resources.</p> <p>The Committee serves as National Designated Authority for Green Climate Fund, and Adaptation Fund.</p>	<p>achieved through representation on the project steering committee and consultation with officials from the local level offices.</p>
<i>Committee of Emergency Situations and Civil Defense (CoES)</i>	<p>The Committee has the mandate for the national management and coordination of relief assistance in disaster situations. The Committee is also responsible for the development and the implementation of measures aimed at prevention of and preparedness for emergency situations.</p>	<p>Within the project framework, COES will contribute to the data collection and analysis of climate-induced impacts on socio-economic development in Tajikistan.</p>
<i>Agency for Hydrometeorology</i>	<p>Agency is responsible for environment, climate related and hydro-meteorological monitoring. Agency is responsible to formulate and inform about short-term weather forecasts to the Government of the Republic of Tajikistan and local authorities. Scope of activities that are relevant to the preparation of National Communications are:</p> <ul style="list-style-type: none"> ▪ Observation and data collection on hydro, meteorological and climate-related regime in Tajikistan; ▪ Observation over the extreme weather events and other hydrometeorological disasters; ▪ Archival of historic and present data and analyses of the patterns tendencies; ▪ Serves as a National Focal Point under the UNFCCC and provides technical support and policy advice to the Committee of Environmental Protection for its implementation process and represents the Government of Tajikistan in UNFCCC negotiations; ▪ Serves as National Focal Point under IPCC. 	<p>The Agency will be represented as one of the leading institutions of the project to ensure the following:</p> <ul style="list-style-type: none"> ▪ Through its Climate Change Centre handles all aspects of climate-related research and reporting related to both mitigation and adaptation; ▪ Strengthens the dialogue, information exchange and cooperation among all the relevant stakeholders including governmental, non-governmental, academic, private sectors on climate change and related issues; ▪ Contributes to development of V&A in terms of climate change observation (temperature, precipitation, extreme weather events, glaciers and GLOFs and forecasts); ▪ Implements a large-scale regional Central Asia Hydromet Modernization Project (CAHMP), Pilot Program for Climate Resilience.
<i>Ministry of Finance</i>	<p>Ministry of Finance is responsible for:</p> <ul style="list-style-type: none"> ▪ Implements the finance policy of the Government of the Republic of Tajikistan; ▪ Formulates the annual state budget for the Republic of Tajikistan and monitors the budget delivery; ▪ Oversees the projects on climate 	<p>The Ministry of Finance will serve as a reference to and provide guidance on matters relating to monitoring and implementation of the credit lines, if needed.</p>

Stakeholder	Roles and Responsibilities	Proposed involvement in the Project
	investments, especially credits and loans.	
<i>Ministry of Agriculture</i>	Ministry of Agriculture is responsible for the development and implementation of state policy relating to agriculture and rural economic development.	The Ministry will be represented as one of the leading institutions of the project to ensure effective consultations relating to development of the project activities pertaining to project activities pertaining to ecosystem resilience.
<i>Ministry of Economic Development and Trade</i>	Ministry of Economy and Trade is responsible for drafting and implementing state strategy, policy and regulations to do with social and economic development in all sectors, including the environmental arena.	The Ministry will be represented as one of the leading institutions of the project to ensure effective consultations relating to development of the project activities pertaining to the development of incentives for alternative livelihood opportunities to reduce the impacts on grasslands and forestry.
<i>The Ministry of Energy and Water Resources (MEWR)</i>	<p>The Ministry as a whole is tasked with formulation and implementation of national energy and water related policies. Particular climate-related activities of the MEWR are as follows:</p> <ul style="list-style-type: none"> • Design, revision and regularly update of the national strategies for energy and water development; • Draft of the respective legal documents for the improvement and development of the energy and water sector-based projects; • Monitors the implementation of the National Development Programs and Action Plans on renewable energy sources; • Participates in the strategic development projects on hydropower plants construction. 	The Ministry through its PIU implements a number of water and climate-related projects, which can complement information exchange and coordination during the 4NC/BUR processes.
<i>Committee for Land Management, Geodesy and Cartography</i>	The Committee develops and implements land policy and manages the process of land reform and land-use planning.	The Committee will serve as a reference to and provide guidance on matters relating to land use and land use planning.
<i>National Biodiversity and Biosafety Center</i>	The Center is responsible for the implementation of monitoring and reporting activities related to the obligations of Tajikistan in relation to the UN Convention on Biodiversity.	The Center will be represented as one of the leading institutions of the project to ensure effective consultations relating to development of the project activities pertaining to project activities pertaining to ecosystem resilience.
Regional and local government		
<i>Regional government (Hukumat)</i>	The Hukumat has overall responsibility for the economic and development activities within the	A representative of the Hukumat will sit in the project steering committee and will mediate two-way

Stakeholder	Roles and Responsibilities	Proposed involvement in the Project
	region. There are a number of Regions within the project domain.	communication between national policy directives and local project activities and actions to ensure that there is good alignment between them.
<i>Sub-district government (Jamoat)</i>	The sub-district level Government provides support for local economic activities and regulates land use and supervises land use decision making.	The district government will play an important role in supporting the implementation of the project in selected areas (in the project domain).
Local NGO and CBOs		
<i>Local and national NGOs within Tajikistan Climate Network (TajCN)</i>	The NGOs will provide specific communication and awareness support to ensure that the project is clearly understood and to encourage active involvement and participation in the project and its activities.	
Local communities		
<i>Local farmers (communities in the buffer zones of protected areas)</i>	Local farmers will be consulted through the project in relation to potential climate change adaptation techniques, alternative livelihoods, and land uses. They will be involved in the planning related to aspects of the project and will contribute to the implementation of the needs and priorities of local and national decision-making processes.	
International Partners		
<i>Multilateral Development Banks</i>	Over the past few years, MDBs' investments to enhance a climate resilient development in Tajikistan have been increased. Most of the funds are allocated through the PPCR (Pilot Program for Climate Resilience) of CIF (Climate Investment Fund), Global Environment Facility (GEF), International Development Agency (IDA), Asian Development Bank allocations, DFID and other sources.	<p>The project will engage with Multilateral Development Banks to contribute to information exchange on climate change in Tajikistan during the coordination and stakeholder engagement platform meetings on climate change adaptation projects, as outlined below:</p> <ul style="list-style-type: none"> ▪ WB: Central Asia Hydromet Modernization Project or CAHMP (total: \$27.7M), aims to improve the accuracy and timeliness of hydromet services in Central Asia, with particular focus on Kyrgyz Republic and Republic of Tajikistan. ▪ WB: Sustainable land management and livelihood development (total cost \$17.68M), which aims to improve farming, pasture and other types of SLM practices in the face of climate change in rural areas of Tajikistan. ▪ WB: Climate Adaptation and Mitigation Program for Aral Sea Basin (CAMP4ASB), (Tajikistan's share is \$9M) aims to enhance regionally coordinated access to improved climate change knowledge services for key stakeholders in participating Central Asian countries as well as to increased investments and capacity building that, combined, will address climate challenges common to these countries.

Stakeholder	Roles and Responsibilities	Proposed involvement in the Project
		<p>Tajikistan’s component is expected to get financing via sub-loans to rural communities for climate investments, considered by participating Central Asian countries as priority for scaled-up climate action.</p> <ul style="list-style-type: none"> ▪ EBRD: CLIMADAPT (\$10M), which aims to help Tajik households, businesses and farmers to cope with climate change and support the country’s transition towards a green economy. ▪ ADB: Building capacity for climate resilience project (cost: \$6M) aims to enhance planning capacity for climate change adaptation at national and local levels, and within vulnerable sectors and vulnerable population groups. ▪ Other projects, financed by PPCR and MDB, which aim to enhance climate resilience and sustainable development.
<p><i>Russian-funded project “Enhancing Access to Climate Finance in the ECIS region”, to be implemented by UNDP IRH</i></p>	<p>The project will establish collaboration with the Russian-funded project “Enhancing Access to Climate Finance in the ECIS region”, to be implemented by UNDP’s Istanbul Regional Hub, to facilitate knowledge exchange on leveraging and management of the climate finance. In particular, the project will ensure that relevant Tajikistan Government officials participate in the training workshops and study tours to successful/experienced countries in terms of leveraging and managing climate finance. There is a strong potential for regional exchanges and cross-fertilization with ideas and practices.</p>	
<p><i>Development partners</i></p>	<p>Development partners working on climate change adaptation will be important project partners. They will share, coordinate and collaborate with the project as and where relevant. Implementation of the project will integrate lessons from relevant projects in Tajikistan.</p>	

Risks and Assumptions

As per standard UNDP requirements, the Project Manager will monitor risks quarterly and report on the status of risks to the UNDP Country Office. The UNDP Country Office will record progress in the UNDP ATLAS risk log. Risks will be reported as critical when the impact and probability are high (i.e. when impact is rated as 5, and when impact is rated as 4 and probability is rated at 3 or higher). Management responses to critical risks will also be regularly reported to the Project Steering Committee.

There are a number of risks, which have been encountered throughout the preparation of the project document. Most of them are operational and refer to technical capacity, expertise and inputs from partnering institutions and stakeholders. Organizational risks refer to a potential delay of the project and follow-up activities. Details of the risks, probability of risk occurrence and its impact are provided in a risk log analysis of the **Annex 2**.

South-South and Triangular Cooperation (SSC/TrC)

The project will utilize South-South and triangular cooperation to share knowledge on policy and institutional issues, build skills, exchange and adapt technologies, using existing climate change networks of Asia-Pacific (APAN or Asia-Pacific Adaptation Network) and Global (CTCN, or Climate Technology Centre and Network; Nairobi Work Program on Adaptation).

The proposed project, building on the cooperation established bilaterally, goes beyond the classic humanitarian scope, and frames the cooperation between the Republic of Tajikistan and Russian Federation under development agenda.

This project will build on the on-going project interventions implemented within the project “Strengthening Preparedness and Response Capacities” funded by the Russian Trust Fund. Within the framework of the project, policy expertise from Russia will be utilized to support the engineering design and cost estimates of key infrastructure rehabilitation work to be envisaged under project proposals to access climate finance. As development benefits are associated with climate adaptation interventions, there is room for providing additional resources in the form of loans on concessional terms, *inter alia*, via partnership with the Eurasian Development Bank.

At the same time, there is an opportunity to use competitive advantage of neighbouring countries of Central Asia and CIS, already engaged into development of similar projects for climate finance mechanisms. To accomplish this, the project will establish collaboration with the Russian-funded project “*Enhancing Access to Climate Finance in the ECIS region*”, to be implemented by UNDP’s Istanbul Regional Hub, to facilitate knowledge exchange on leveraging and management of the climate finance. In particular, the project will ensure that relevant Tajikistan Government officials participate in the training workshops and study tours to successful/experienced countries in terms of leveraging and managing climate finance. There is a strong potential for regional exchanges and cross-fertilization with ideas and practices.

Knowledge

There is limited understanding of climate change adaptation among key-decision makers, particularly of: i) the cross-sectoral nature of climate change impacts and climate-related disaster impacts; and ii) the difference between mitigation and climate change adaptation, and the necessity of both. Another significant barrier to knowledge management is the poor climate-related disaster risk reduction capabilities that exist in the country. Despite the fact that Tajikistan is one of the most disaster-prone countries in the CIS region, climate-related disaster risk management is still at the nascent stage. It is consequently imperative that authorities are made to realise the importance of effective climate-related disaster management and how this is critical to favourable development, including food and energy security (as to their development priorities).

There is also a considerable lack of data in certain key sectors (such as climate-induced hazards¹³) and in general, data that does exist are difficult to source and not easily obtained from central databases. The lack of data in some cases is attributable to technology gaps. Hazard warning and monitoring systems, hydro-meteorological systems and glacier monitoring stations, for example, are also inadequate. There is very limited capacity to construct climate variability and change scenarios, crop or hydrological models, and climate related data does not inform development planning.

The project will showcase the development and use of economic analysis of climate variability and change impacts, thereby promoting climate resilient approaches to Tajikistan’s development investments. The results of the project-led climate analyses and research will be disseminated through a number of existing information sharing networks and forums, including Tajikistan

¹³ Glacial modelling data in CA is largely based on data from the 1980s, which currently underpins water resource management in the region. There is thus a considerable need for more up-to-date data.

Climate Network (TajCN). The project will identify and participate, as relevant and appropriate, in scientific, policy-based, and/or any other networks, which may be of benefit to project implementation through lessons learned. The project will identify, analyze, and share lessons learned that might be beneficial in the design and implementation of similar future projects.

Sustainability and Scaling Up

It must be mentioned that over the past decade that the Government of Tajikistan has progressed in climate policy formulation, prioritization of adaptation goals, and capacity building. Over the past years, UNDP has been supporting the programme countries in scaling-up their investments into climate change adaptation and mitigation through policy and planning, and through access to new and emerging climate finance sources. The following work has been supported in Tajikistan:

- Supporting the development of the National Communications on Climate Change to the UN Framework Convention on Climate Change;
- Initiating National Adaptation Planning processes to inform sustainable development programming and improve the resilience of development results;
- Supporting policy reforms in the water sector, and piloting successful adaptation practices in agriculture and water sectors.

The project will, via facilitating access to climate finance mechanisms such as Green Climate Fund and Adaptation Fund, help finance the paradigm shift towards low-emission and climate-resilient pathways in Tajikistan. The project will help accelerate full proposal development and access to the climate finance in Tajikistan, that is hampered due to insufficient project preparation funding available, as well as lack of expertise and capacities to develop numerous highly technical feasibility studies.

IV. PROJECT MANAGEMENT (1/2 PAGES - 2 PAGES RECOMMENDED)

Cost Efficiency and Effectiveness

To ensure cost-efficiency and effectiveness of the resources, the project will utilize portfolio management approach by leveraging activities and partnerships with other initiatives/projects, implemented by UNDP.

The project will establish collaboration with the Russian-funded project “*Enhancing Access to Climate Finance in the ECIS region*”, to be implemented by UNDP’s Istanbul Regional Hub, to facilitate knowledge exchange on leveraging and management of the climate finance. In particular, the project will ensure that relevant Tajikistan Government officials participate in the training workshops and study tours to successful/experienced countries in terms of leveraging and managing climate finance. There is a strong potential for regional exchanges and cross-fertilization with ideas and practices.

The interventions planned within the project will complement the policy work on development of the unified disaster response system being undertaken within the framework of the Russian funded project “*Strengthening Preparedness and Response Capacities*”. The project will build on the ongoing risk assessment work being conducted under the project “*Strengthening Disaster Risk Reduction and Response Capacities*”, which is funded by Japan and implemented by UNDP Tajikistan. These ongoing assessments represent critical data, i.e., disaster risk assessments will inform the preparation of the project proposal to access climate finance (e.g. Adaptation Fund, Green Climate Fund, IFIs, bilateral donors).

Project Management

This project will be implemented by UNDP's Disaster Risk Management Programme. The "Disaster Risk Management Programme" of UNDP in Tajikistan" was established in 2003 with a strategic objective to reduce the risk of natural and man-made hazards and since then operates as main UNDP tool on disaster risk management in Tajikistan. Currently UNDP DRMP is its fourth phase, and will cover a 5-year period (2016-2020).

In its current phase, the overall objective of DRM Programme remains the same which is to "decrease the risk of natural and man-made hazards to rural and urban livelihoods, and ensure infrastructure and recovery mechanisms in place".

In terms of technical areas, the Programme consists of 4 main outputs:

- A) Reduce losses from the most significant causes of death and damage;
- B) Address risks from emerging threats;
- C) Integrate disaster risk reduction into the development process;
- D) Enhancing the efficiency, impact, risk reduction and resilience building of disaster response.

UNDP, through implementation of Disaster Risk Management Programme (DRMP) is supporting the Government of the Republic of Tajikistan in reducing the impact of natural disasters on vulnerable communities by strengthening national capacity to prevent, coordinate, respond and recover from disasters. UNDP will continue to strengthen the capacities of the Committee of Emergency Situations and other stakeholders at the national and regional levels, while building regional mechanisms for DRM and mainstreaming DRM into state policy at the national and sub-national levels.

In September 2016, UNDP launched a number of new projects funded by Government of Japan, Russian Trust Fund and SDC to support to the Government of Tajikistan in undertaking a nation-wide risk assessment, selecting and implementing risk reduction measures, improving early warning and disaster management planning, preparedness and response, as well as strengthening capacities of search and rescue teams.

Main functions and responsibilities of project staff, which will be involved for implementation:

UNDP DRM Programme Manager (20%) will work under the guidance of UNDP Senior Management and in close coordination with the responsible UNDP Programme Analyst, and has the authority to run the project on a day-to-day basis on behalf of the Project Board. The Programme Manager is responsible for day-to-day management and decision-making for the project. The Programme Manager's prime responsibility is to ensure that the project produces the results (outputs) specified in the project document, to the required standard of quality and within the specified constraints of time and cost.

International Chief Technical Advisor (part time)- will provide overall technical assistance to project implementation and specifically will be responsible for conducting feasibility study and development of a package of structural and non-structural risk reduction initiatives. For these initiatives, based on needs, additional international sector specific consultants will also be involved.

Project Analyst (100%) role provides project administration, management and technical support to the Programme Manager as required by the needs of the project.

Project Engineer (100%) will be responsible for community consultation, priority identification jointly with stakeholders, design and development of a package for site interventions which will be implemented under this project. Within his/her established level of authority, he/she will also be responsible for monitoring, evaluation, procurement and contracts management of design works.

Administrative/Finance Assistant (AFA) (20%) cost-shared with other projects under UNDP's Disaster Risk Management Programme, will be responsible for all administrative, including human resources, and financial management of the Project in line with UNDP financial rules and regulations. As well, the AFA will provide the required logistical and else administrative support in organizing project related high level meetings and events.

Driver (50%) cost-shared with other will provide driving services and will also ensure safety of staff while on missions.

According to the Programme and Operational Policies and Procedures of UNDP, the following Policies are applied for Direct Implementation Modality:

- All Policies and Procedures applicable to UNDP operations (i.e. procurement of goods and services, recruitment of project personnel, training activities, etc).
- All UNDP **Financial Rules and Regulations**:
 - **Financial management:** In the context of DIM modality, the financial software programme - ATLAS will be applied. ATLAS is the management information system which ensures accuracy and transparency of financial information. UNDP country office uses ATLAS to keep track of the financial status of the project at all times, to control expenses, to handle outstanding commitments, to make payments and to monitor the performance of contractors. As such, Atlas is used for both financial management and substantive monitoring.
 - **Financial reporting:** The financial reporting and control mechanisms used to monitor DIM Project include: 1) Combined Delivery Report (CDR), 2) Project Budget Balance and 3) Project transaction detail report.

The Combined Delivery Reporting is mandatory and reflects the expenses and funds utilized on a project. This report is run on a quarterly basis and is signed by UNDP Resident Representative or Country Director on an annually basis. The Project Budget Balance is used to monitor and manage budgetary availability of the Project. The Project transaction detail report is very detailed and is used on a daily basis to monitor daily transactions and expenses.

V. RESULTS FRAMEWORK¹⁴

Intended Outcome as stated in the UNDAF/Country [or Global/Regional] Programme Results and Resource Framework: People in Tajikistan are more resilient to natural and man-made disasters and benefit from improved policy and operational frameworks for environmental protection and management of natural resources.

Outcome indicators as stated in the Country Programme [or Global/Regional] Results and Resources Framework, including baseline and targets:

Output 6.2: Effective institutional, legislative, policy frameworks in place to enhance the implementation of disaster and climate risk management measures at national and sub-national levels

Output 6.3: Strengthened livelihoods through solutions for disaster and climate risk management

Applicable Output(s) from the UNDP Strategic Plan:

SP Outcome 5: Disaster Prevention and Risk Management

SP Output 5.4.: Preparedness systems in place

Project title and Atlas Project Number: Facilitating Climate Resilience in Tajikistan

Award Number: 00104060

Project Number: 00105792

EXPECTED OUTPUTS	OUTPUT INDICATORS ¹⁵	DATA SOURCE	BASELINE		TARGETS (by frequency of data collection)			DATA COLLECTION METHODS & RISKS
			Value	Year	Year 1	Year 2	FINAL	
Output 1 Climate and disaster risk information is effectively utilized to facilitate access to climate finance	1.1 # of assessments validated and consultations for development of proposals undertaken	Assessment reports, validation workshop reports, project progress reports	0	2018	1	1	2	Risk assessment reports Consultancy reports Feasibility assessments Economic valuations Cost-benefit analyses
	1.2 # of structural and non-structural intervention packages are developed	Structural and non-structural intervention packages, site assessment reports, monitoring reports	0	2018	1	3	4	

¹⁴ UNDP publishes its project information (indicators, baselines, targets and results) to meet the International Aid Transparency Initiative (IATI) standards. Make sure that indicators are S.M.A.R.T. (Specific, Measurable, Attainable, Relevant and Time-bound), provide accurate baselines and targets underpinned by reliable evidence and data, and avoid acronyms so that external audience clearly understand the results of the project.

¹⁵ It is recommended that projects use output indicators from the Strategic Plan IRRF, as relevant, in addition to project-specific results indicators. Indicators should be disaggregated by sex or for other targeted groups where relevant.

	1.3 # of cost-transfer and funding mechanism for local risk reduction funding developed	Cost transfer and funding mechanisms, progress reports	0	2018	0	1	1	
	1.4 # of community consultations on potential intervention sites are conducted	Minutes of consultation meetings, project progress report	0	2018	0	7	7	

VI. MONITORING AND EVALUATION

In accordance with UNDP's programming policies and procedures, the project will be monitored through the following monitoring and evaluation plans:

Monitoring Plan

Monitoring Activity	Purpose	Frequency	Expected Action	Partners (if joint)	Cost (if any)
Track results progress	Progress data against the results indicators in the RRF will be collected and analysed to assess the progress of the project in achieving the agreed outputs.	Quarterly, or in the frequency required for each indicator.	Slower than expected progress will be addressed by project management.	Committee of Environment Protection	n/a
Monitor and Manage Risk	Identify specific risks that may threaten achievement of intended results. Identify and monitor risk management actions using a risk log. This includes monitoring measures and plans that may have been required as per UNDP's Social and Environmental Standards. Audits will be conducted in accordance with UNDP's audit policy to manage financial risk.	Quarterly	Risks are identified by project management and actions are taken to manage risk. The risk log is actively maintained to keep track of identified risks and actions taken.	Committee of Environment Protection	n/a
Learn	Knowledge, good practices and lessons will be captured regularly, as well as actively sourced from other projects and partners and integrated back into the project.	Annually	Relevant lessons are captured by the project team and used to inform management decisions.	Committee of Environment Protection	n/a
Annual Project Quality Assurance	The quality of the project will be assessed against UNDP's quality standards to identify project strengths and weaknesses and to inform management decision making to improve the project.	Annually	Areas of strength and weakness will be reviewed by project management and used to inform decisions to improve project performance.	Committee of Environment Protection	n/a
Review and Make Course Corrections	Internal review of data and evidence from all monitoring actions to inform decision making.	Annually	Performance data, risks, lessons and quality will be discussed by the project board and used to make course corrections.	Committee of Environment Protection	n/a

Project Report	A progress report will be presented to the Project Board and key stakeholders, consisting of progress data showing the results achieved against pre-defined annual targets at the output level, the annual project quality rating summary, an updated risk long with mitigation measures, and any evaluation or review reports prepared over the period.	Annually, and at the end of the project (final report)		Committee of Environment Protection	n/a
Project Review (Project Board)	The project's governance mechanism (i.e., project board) will hold regular project reviews to assess the performance of the project and review the Multi-Year Work Plan to ensure realistic budgeting over the life of the project. In the project's final year, the Project Board shall hold an end-of project review to capture lessons learned and discuss opportunities for scaling up and to socialize project results and lessons learned with relevant audiences.	Annually	Any quality concerns or slower than expected progress should be discussed by the project board and management actions agreed to address the issues identified.	Committee of Environment Protection	n/a

Evaluation Plan¹⁶

Evaluation Title	Partners (if joint)	Related Strategic Plan Output	UNDAF/CPD Outcome	Planned Completion Date	Key Evaluation Stakeholders	Cost and Source of Funding
Final Evaluation	Committee for Environmental Protection (CoEP)	N/A	People in Tajikistan are more resilient to natural and man-made disasters and benefit from improved policy and operational frameworks for environmental protection and management of natural resources.	September 2019	Committee for Environmental Protection	US\$ 10,000

¹⁶ Optional, if needed

VII. MULTI-YEAR WORK PLAN ¹⁷¹⁸

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Planned Budget by Year			RESPONSIBLE PARTY	PLANNED BUDGET		
			2018	2019		Funding Source	Budget Description	Amount in USD
<p>Output 1 Climate and disaster risk information is effectively utilized to facilitate access to climate finance.</p> <p>Gender marker: GEN 1</p> <p>Indicators: 1.1 # of assessments validated and consultations for development of proposals undertaken 1.2 # of structural and non-structural intervention packages are developed 1.3 # of cost-transfer and funding mechanism for local risk reduction funding developed</p>	<p>Activity 1.1. Validate required assessments and undertake consultations for the preparation of project proposals to access climate finance. Actions: 1.1.1. Identify gaps in available baseline information and data. 1.1.2. Collect, analyze and summarize information about relevant baseline projects and initiatives funded by the Government and development actors (donors and IFIs); based on conducted analysis identify synergies and co-financing opportunities. 1.1.3. Conduct consultations with</p>		32,950		UNDP	RTFD	71200 International Consultants	11,000
							71600 International travel	2,400
							71605 DSA of Int. Consultant	3,800
							71300 Local Consultants	7,500
							72145 Workshops	6,000
							72145 Rent of premises for workshop	1,000

¹⁷ Cost definitions and classifications for programme and development effectiveness costs to be charged to the project are defined in the Executive Board decision DP/2010/32

¹⁸ Changes to a project budget affecting the scope (outputs), completion date, or total estimated project costs require a formal budget revision that must be signed by the project board. In other cases, the UNDP programme manager alone may sign the revision provided the other signatories have no objection. This procedure may be applied for example when the purpose of the revision is only to re-phase activities among years.

<p>1.4 # of community consultations on potential intervention sites are conducted</p> <p>Targets:</p> <p>1.1 At least two consultations and meetings on development of proposals were conducted with relevant stakeholders.</p> <p>1.2 At least four structural and non-structural intervention packages are developed.</p> <p>1.3 At least one cost-transfer and funding mechanism for local risk reduction funding developed.</p> <p>1.4 At least seven community consultations on potential intervention sites are conducted.</p>	<p>relevant stakeholders and potential partners from among national agencies, international organizations, private sector, and civil society.</p> <p>1.1.4. Identify stakeholders' interests, current and potential roles in promoting investment in climate mitigation and resilience, including opportunities for public-private partnerships and co-financing.</p>						74200 Printing, publications, translation	8,700
	<p>1.1.5. Propose, discuss and agree with national stakeholders regarding the scope and type of innovative financial mechanisms and partnerships to be supported by the project.</p>						71620 Local travel	10,000
	<p>1.1.6. Propose, discuss and agree with relevant government authorities on the process and criteria to identify and implement flagship investment projects in the priority sectors.</p>						74500 Miscellaneous expenses	1,250
<p>Activity 1.2. Develop a package of site level interventions.</p> <p>Actions:</p> <p>1.3.1. Conduction of Feasibility Study.</p>		200,000	300,000	UNDP	RTFD	72100 Contractual Services-Companies	499,220	

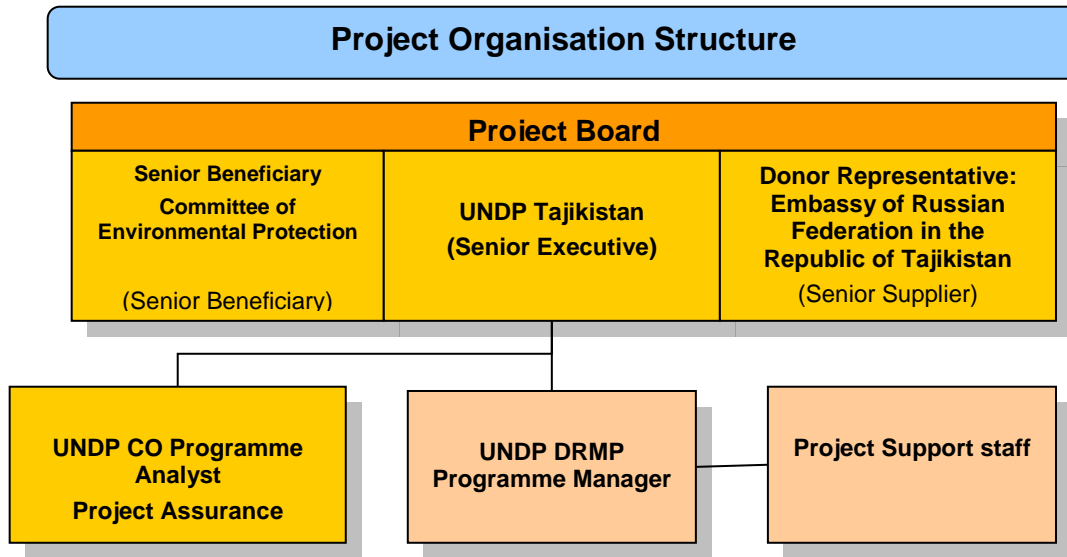
	1.3.2. Development/validation of avalanche maps and their digitization.						71620 Local travel to the assessment areas of the working group (DSA)	16,200
	1.3.3. Development of forecasting and warning systems (e.g. avalanche center of excellence at the University of Central Asia).							4,000
	1.3.4. Development of project proposals on construction of avalanche protection facilities, forecasting capacities, training specialists and providing a region-wide engagement.						74200 Printing, publications, translation	
	Activity 1.3. Develop a range of cost-transfer (e.g., insurance) and funding mechanisms (e.g., income generating investments) for local use in funding risk reduction. Actions: 1.4.1. Identification and quality insurance of availability of financing for smaller scale maintenance to reduce the risks and impacts of potential disasters. 1.4.2. Study successes and lessons accumulated by the funding mechanism, and explore other similar initiatives piloted in Tajikistan.		113,300		UNDP	RTFD	71200 International Consultants	77,550
							71300 Local Consultants	25,000
							72145 Workshops	11,000
							72145 Rent of premises for workshop	1,000
							74200 Printing, publications, translation	5,800
							74500 Miscellaneous expenses	3,750
Activity 1.4. Undertake intervention site community consultations.		42,500			UNDP	RTFD	72145 Workshops	20,000

	Actions: 1.4.1. Conduction of consultations for greater understanding of community perceptions of climate related hazards and risk, preferences for risk management options and opportunities for engagement in risk management actions.						72145 Rent of premises for workshop	800
							71600 Travel	11,000
							74200 Translation and Printing services	2,500
		Sub-Total for Output 1						
Project Management Cost			95,500	44,780	UNDP	RTFD	71400 Contractual Services – Individuals 72505 Stationery & other Office Supply 72445 Common Services- Communications 74500 Miscellaneous expenses	140,280
Evaluation (as relevant)				10,000				10,000
General Management Support			35,190	35,190				70,380
TOTAL								950,130

VIII. GOVERNANCE AND MANAGEMENT ARRANGEMENTS

The project will be implemented utilizing the Direct Implementation Modality (DIM) by the Disaster Risk Management Programme of UNDP Tajikistan.

The proposed structure of the present project is as follows:



The Project Board comprising a donor representative (Embassy of Russian Federation in the Republic of Tajikistan), UNDP in Tajikistan and the Government of Tajikistan will be formed to provide strategic direction of the project. The Project Board will review the progress of the project, including project reports, and work plans. The Project Board will serve as a platform for the major stakeholders of the project to discuss the overall direction of the project as well as to take the strategic decisions to ensure most optimal use of resources towards achievement of set goals and objectives.

Project Board meetings will be organized on regular basis, but not less than twice a year, to review work-plans and implementation of the project.

The Project Board group contains the following roles:

Project Executive: individual(s) representing the project ownership to chair the group. Within the frame of this project, this function will be represented by UNDP.

Development Partners (also called Senior Supplier): individuals or groups representing the interests of the parties which provide funding and/or technical expertise to the project. In case of this project, this group is represented by Embassy of Russia in Tajikistan.

Beneficiary Representative: individuals or groups of individuals representing the interests of those who will ultimately benefit from the project, i.e. the Committee of Environment Protection. The primary function within the Board is to ensure achievement of the project results from the perspective of project beneficiaries.

Project Assurance: The project assurance role is undertaken by UNDP CO, and supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed. UNDP Programme Analyst holds the Project Assurance role on behalf of UNDP.

IX. LEGAL CONTEXT

This project document shall be the instrument referred to as such in Article 1 of the Standard Basic Assistance Agreement between the Government of Tajikistan and UNDP, signed on 1 October 1993.

All references in the SBAA to “Executing Agency” shall be deemed to refer to “Implementing Partner.”

This project will be implemented by UNDP in Tajikistan 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.

X. RISK MANAGEMENT

UNDP as the Implementing Partner will comply with the policies, procedures and practices of the United Nations Security Management System (UNSMS.)

UNDP as the Implementing Partner will undertake all reasonable efforts to ensure that none of the [project funds]¹⁹ [UNDP funds received pursuant to the Project Document]²⁰ 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.

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>).

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.

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.

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

¹⁹ To be used where UNDP is the Implementing Partner

²⁰ To be used where the UN, a UN fund/programme or a specialized agency is the Implementing Partner

- 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.

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.

Where such funds have not been refunded to UNDP, the responsible party, subcontractor or sub-recipient agrees that donors to UNDP (including the Government) whose funding is the source, in whole or in part, of the funds for the activities under this Project Document, may seek recourse to such responsible party, subcontractor or sub-recipient for the recovery of any funds determined by UNDP to have been used inappropriately, including through fraud or corruption, or otherwise paid other than in accordance with the terms and conditions of the 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.

- g. 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.
- h. 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.
- i. 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.

XI. ANNEXES

1. **Risk Analysis.** Use the standard [Risk Log template](#). Please refer to the [Deliverable Description of the Risk Log](#) for instructions
2. **Social and Environmental Screening Template**, including additional Social and Environmental Assessments or Management Plans as relevant. *(NOTE: The SES Screening is not required for projects in which UNDP is Administrative Agent only and/or projects comprised solely of reports, coordination of events, trainings, workshops, meetings, conferences, preparation of communication materials, strengthening capacities of partners to participate in international negotiations and conferences, partnership coordination and management of networks, or global/regional projects with no country level activities).*
3. **Project Quality Assurance Report (to be attached once LPAC is conducted)**
Will be attached once LPAC is conducted.
4. **ToR of key management positions**

ANNEX 1. PROJECT RISK LOG

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response
1	Lack of relevant expertise and capacities in the local market may result in delay of required outputs and distortion of targeted deadlines	05/2017	Operational	The occurrence of the risk will delay implementation of the project P=3 I=3	Implementation of project activities and recruitment of relevant national expertise is monitored and corrective actions will be identified if the lack of expertise is affecting the timely implementation of the project
2	Lack of data collection and reporting capacity within national stakeholder institutions	05/2017	Operational	The occurrence of the risk will reduce the project impact P=3 I=3	Regular consultations will be organized which will bring together all stakeholders from all the sectors and details will be given on the exact activity on data to be collected and how to report using the available guidelines and software
3	The project proposals might take longer time for validation among the stakeholders as initially planned	05/2017	Organizational	The occurrence of the risk will reduce the project impact P=3 I=3	The corresponding background information pertaining to each project proposal will be presented and provided beforehand

ANNEX 2. SOCIAL AND ENVIRONMENTAL RISK SCREENING CHECKLIST

Project Information

Project Information	
1. Project Title	Facilitating Climate Resilience in Tajikistan
2. Project Number	00105792
3. Country	Tajikistan

Part A. Integrating Overarching Principles to Strengthen Social and Environmental Sustainability

QUESTION 1: How Does the Project Integrate the Overarching Principles in order to Strengthen Social and Environmental Sustainability?

Briefly describe in the space below how the Project mainstreams the human-rights based approach

The project utilizes participatory stakeholder engagement process that will accommodate a wide range of stakeholders and institutions both at the national and community levels. The issue of climate change adaptation is becoming more prominent. Therefore, an inter-agency coordination to meet strategic objective of sustainable development and its goals will be paramount for the project. Since the process of project development provides for coordination, the project will serve as a regular exchange platform for capacity building, and awareness raising, as well as knowledge exchange.

Briefly describe in the space below how the Project is likely to improve gender equality and women's empowerment

The project will comprehensively consider gender and equity issues. The project team will equally consider both female and male professionals and experts, dealing with climate change, economic development, natural environment, etc. The project team will keep a track record of data disaggregation (gender, age, etc.) and use different approaches in involving female professionals to the discussions. Observations show that female participants do not freely express their opinion during the plenary sessions of the events. However, being in small working groups they more eagerly exchange.

Content-wise, the topic of gender and climate change has unfortunately received a little attention in Tajikistan. There are some separate studies on gender perception of climate risks and responses, which have been produced at the community-level. However, the linkage between the integration of these findings into a broader context is mean. There is still a concern that the process of policy formulation should remove a gap between the priorities for the national-scale interventions and needs for adaptation at the community based level, considering gender specificity.

Briefly describe in the space below how the Project mainstreams environmental sustainability

The project will support accelerated access to climate finance, and strengthen the institutional and technical capacity on climate change adaptation. The project does not intend to reduce greenhouse gas emissions directly but will contribute to a better understanding and steps towards low-carbon development and climate-resilient future in Tajikistan.

Part B. Identifying and Managing Social and Environmental Risks

QUESTION 2: What are the Potential Social and Environmental Risks? <i>Note: Describe briefly potential social and environmental risks identified in Attachment 1 – Risk Screening Checklist (based on any “Yes” responses).</i>	QUESTION 3: What is the level of significance of the potential social and environmental risks? <i>Note: Respond to Questions 4 and 5 below before proceeding to Question 6</i>			QUESTION 6: What social and environmental assessment and management measures have been conducted and/or are required to address potential risks (for Risks with Moderate and High Significance)?
<i>Risk Description</i>	<i>Impact and Probability (1-5)</i>	<i>Significance (Low, Moderate, High)</i>	<i>Comments</i>	<i>Description of assessment and management measures as reflected in the Project design. If ESIA or SESA is required note that the assessment should consider all potential impacts and risks.</i>
No Social or Environmental Risks were identified for the project, therefore this table is not applicable for the project.	I = P =	NA		
QUESTION 4: What is the overall Project risk categorization?				
Select one (see SESP for guidance)			Comments	
Low Risk		<input checked="" type="checkbox"/>		
Moderate Risk		<input type="checkbox"/>		
High Risk		<input type="checkbox"/>		
QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are relevant?				
Check all that apply			Comments	
Principle 1: Human Rights		<input type="checkbox"/>		
Principle 2: Gender Equality and Women’s Empowerment		<input type="checkbox"/>		
1. Biodiversity Conservation and Natural Resource Management		<input type="checkbox"/>		
2. Climate Change Mitigation and Adaptation		<input type="checkbox"/>		
3. Community Health, Safety and Working Conditions		<input type="checkbox"/>		
4. Cultural Heritage		<input type="checkbox"/>		
5. Displacement and Resettlement		<input type="checkbox"/>		

	6. <i>Indigenous Peoples</i>	<input type="checkbox"/>	
	7. <i>Pollution Prevention and Resource Efficiency</i>	<input type="checkbox"/>	

Final Sign Off

<i>Signature</i>	<i>Date</i>	<i>Description</i>
QA Assessor Nargizakhon Usmanova, Programme Analyst		UNDP staff member responsible for the Project, typically a UNDP Programme Officer. Final signature confirms they have “checked” to ensure that the SESP is adequately conducted.
QA Approver Mubin Rustamov, ARR Programme		UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have “cleared” the SESP prior to submittal to the PAC.
PAC Chair Sanja Bojanic, DRR UNDP Tajikistan		UNDP chair of the PAC. In some cases PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

Checklist Potential Social and Environmental Risks	
Principles 1: Human Rights	Answer (Yes/No)
1. Could the Project lead to adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	No
2. Is there a likelihood that the Project would have inequitable or discriminatory adverse impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups? ²¹	No
3. Could the Project potentially restrict availability, quality of and access to resources or basic services, in particular to marginalized individuals or groups?	No
4. Is there a likelihood that the Project would exclude any potentially affected stakeholders, in particular marginalized groups, from fully participating in decisions that may affect them?	No
5. Is there a risk that duty-bearers do not have the capacity to meet their obligations in the Project?	No
6. Is there a risk that rights-holders do not have the capacity to claim their rights?	No
7. Have local communities or individuals, given the opportunity, raised human rights concerns regarding the Project during the stakeholder engagement process?	No
8. Is there a risk that the Project would exacerbate conflicts among and/or the risk of violence to project-affected communities and individuals?	No
Principle 2: Gender Equality and Women's Empowerment	
1. Is there a likelihood that the proposed Project would have adverse impacts on gender equality and/or the situation of women and girls?	No
2. Would the Project potentially reproduce discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	No
3. Have women's groups/leaders raised gender equality concerns regarding the Project during the stakeholder engagement process and has this been included in the overall Project proposal and in the risk assessment?	No
4. Would the Project potentially limit women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services?	No
Principle 3: Environmental Sustainability: Screening questions regarding environmental risks are encompassed by the specific Standard-related questions below	
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management	
1.1 Would the Project potentially cause adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services?	No
1.2 Are any Project activities proposed within or adjacent to critical habitats and/or environmentally sensitive areas, including legally protected areas (e.g. nature reserve,	No

²¹ Prohibited grounds of discrimination include race, ethnicity, gender, age, language, disability, sexual orientation, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to "women and men" or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender people and transsexuals.

	national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	
1.3	Does the Project involve changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	No
1.4	Would Project activities pose risks to endangered species?	No
1.5	Would the Project pose a risk of introducing invasive alien species?	No
1.6	Does the Project involve harvesting of natural forests, plantation development, or reforestation?	No
1.7	Does the Project involve the production and/or harvesting of fish populations or other aquatic species?	No
1.8	Does the Project involve significant extraction, diversion or containment of surface or ground water?	No
1.9	Does the Project involve utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)	No
1.10	Would the Project generate potential adverse transboundary or global environmental concerns?	No
1.11	Would the Project result in secondary or consequential development activities which could lead to adverse social and environmental effects, or would it generate cumulative impacts with other known existing or planned activities in the area?	No
Standard 2: Climate Change Mitigation and Adaptation		
2.1	Will the proposed Project result in significant ²² greenhouse gas emissions or may exacerbate climate change?	No
2.2	Would the potential outcomes of the Project be sensitive or vulnerable to potential impacts of climate change?	No
2.3	Is the proposed Project likely to directly or indirectly increase social and environmental vulnerability to climate change now or in the future (also known as maladaptive practices)?	No
Standard 3: Community Health, Safety and Working Conditions		
3.1	Would elements of Project construction, operation, or decommissioning pose potential safety risks to local communities?	No
3.2	Would the Project pose potential risks to community health and safety due to the transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	No
3.3	Does the Project involve large-scale infrastructure development (e.g. dams, roads, buildings)?	No
3.4	Would failure of structural elements of the Project pose risks to communities? (e.g. collapse of buildings or infrastructure)	No
3.5	Would the proposed Project be susceptible to or lead to increased vulnerability to earthquakes, subsidence, landslides, erosion, flooding or extreme climatic conditions?	No
3.6	Would the Project result in potential increased health risks (e.g. from water-borne or other vector-borne diseases or communicable infections such as HIV/AIDS)?	No
3.7	Does the Project pose potential risks and vulnerabilities related to occupational health and safety due to physical, chemical, biological, and radiological hazards during Project	No

²² In regards to CO₂, ‘significant emissions’ corresponds generally to more than 25,000 tons per year (from both direct and indirect sources). [The Guidance Note on Climate Change Mitigation and Adaptation provides additional information on GHG emissions.]

	construction, operation, or decommissioning?	
3.8	Does the Project involve support for employment or livelihoods that may fail to comply with national and international labor standards (i.e. principles and standards of ILO fundamental conventions)?	No
3.9	Does the Project engage security personnel that may pose a potential risk to health and safety of communities and/or individuals (e.g. due to a lack of adequate training or accountability)?	No
Standard 4: Cultural Heritage		
4.1	Will the proposed Project result in interventions that would potentially adversely impact sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: Projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.2	Does the Project propose utilizing tangible and/or intangible forms of cultural heritage for commercial or other purposes?	No
Standard 5: Displacement and Resettlement		
5.1	Would the Project potentially involve temporary or permanent and full or partial physical displacement?	No
5.2	Would the Project possibly result in economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No
5.3	Is there a risk that the Project would lead to forced evictions? ²³	No
5.4	Would the proposed Project possibly affect land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	No
Standard 6: Indigenous Peoples		
6.1	Are indigenous peoples present in the Project area (including Project area of influence)?	No
6.2	Is it likely that the Project or portions of the Project will be located on lands and territories claimed by indigenous peoples?	No
6.3	Would the proposed Project potentially affect the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the Project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)? <i>If the answer to the screening question 6.3 is “yes” the potential risk impacts are considered potentially severe and/or critical and the Project would be categorized as either Moderate or High Risk.</i>	No
6.4	Has there been an absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No
6.5	Does the proposed Project involve the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6	Is there a potential for forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands,	No

²³ Forced evictions include acts and/or omissions involving the coerced or involuntary displacement of individuals, groups, or communities from homes and/or lands and common property resources that were occupied or depended upon, thus eliminating the ability of an individual, group, or community to reside or work in a particular dwelling, residence, or location without the provision of, and access to, appropriate forms of legal or other protections.

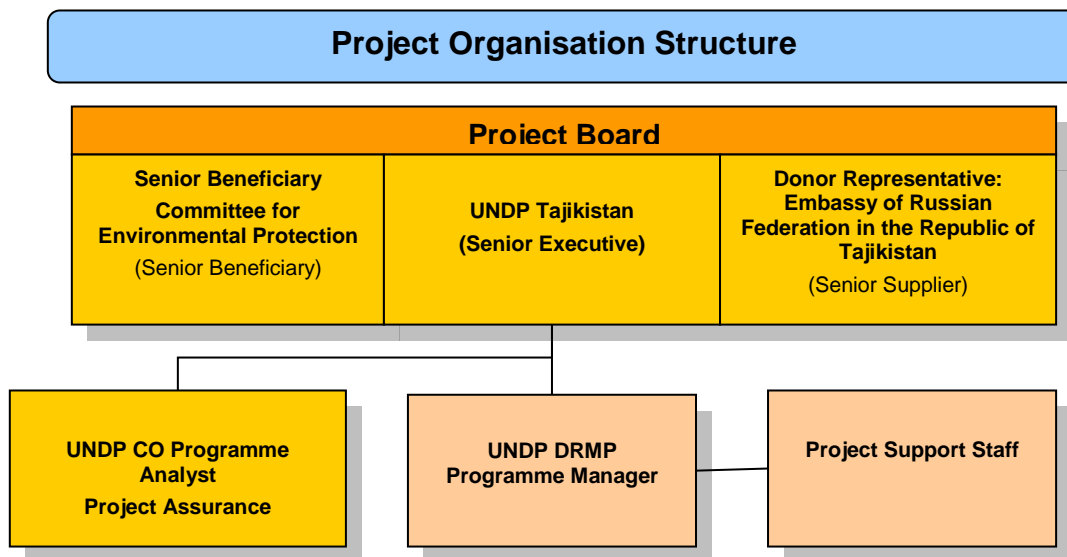
	territories, and resources?	
6.7	Would the Project adversely affect the development priorities of indigenous peoples as defined by them?	No
6.8	Would the Project potentially affect the physical and cultural survival of indigenous peoples?	No
6.9	Would the Project potentially affect the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices?	No
Standard 7: Pollution Prevention and Resource Efficiency		
7.1	Would the Project potentially result in the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
7.2	Would the proposed Project potentially result in the generation of waste (both hazardous and non-hazardous)?	No
7.3	Will the proposed Project potentially involve the manufacture, trade, release, and/or use of hazardous chemicals and/or materials? Does the Project propose use of chemicals or materials subject to international bans or phase-outs?	No
7.4	Will the proposed Project involve the application of pesticides that may have a negative effect on the environment or human health?	No
7.5	Does the Project include activities that require significant consumption of raw materials, energy, and/or water?	No

Annex 3. Project Quality Assurance Report (to be attached once LPAC is conducted)

Annex 4. ToR of key management positions

Implementation modality: The project will be implemented utilizing the Direct Implementation Modality by UNDP in Tajikistan.

The proposed structure of the present project is as follows:



Overall responsibilities: The Project Board provides overall guidance and policy direction to the implementation of the project, and provides advice on appropriate strategies for project sustainability. The Project Board will play a critical role in project monitoring and evaluation by quality assuring the project processes and products. It will arbitrate on any conflicts within the project, or negotiate a solution to any problems with external bodies. A Project Board will ensure that the project remains on course to deliver the desired outcomes of the required quality. The Project Board will meet at least twice per year (more often if required).

The role of the Project Board is to provide strategic oversight and direction of the project in order to ensure that it retains strategic focus, and to ensure achievement of results on the primary project outcomes. It will:

- Monitor progress and impact of any wider, national level issues that might impact upon the project and ensure that these are reflected as necessary within the project;
- Approve annual work plans and budget for the project, which are prepared by the Project Team, ensuring that these are focused and consistent with deliverables set out in the project logical framework;
- Review progress reports, developed by corresponding Implementing Partners, against the work plans, and take strategic decisions on how to address any major challenges, brought to the attention of the Project Board;
- Represent as necessary the interests of the project in high level government discussions;
- Approve terms of reference for project reviews and independent evaluations.

Chairmanship:

Chairmanship is assigned on rotational basis to the Committee of Environment Protection and UNDP. Major project stakeholders constitute the project board. The project board members can be assigned to address specific issues arising within the project that are beyond control of the project team. Similarly, relevant

persons can be invited to attend meetings where appropriate, e.g. representatives of other donor agencies, or programmes, which need to be coordinated with, or reflected upon within the project scope.

Composition and organization: This group contains four roles, including:

- 1) **Senior Executive (UNDP):** individual representing the project ownership to chair the group.
- 2) **Senior Supplier (Embassy of the Russian Federation):** individual or group representing the interests of the donor concerned which provide funding and/or technical expertise to the project. The Supplier's primary function within the Project Board is to provide guidance regarding the technical feasibility of the project.
- 3) **Senior Beneficiary (CoEP):** individual or group of individuals representing the interests of those who will ultimately benefit from the project. The Beneficiary's primary function within the Project Board is to ensure the realization of project results from the perspective of project beneficiaries.
- 4) **Project Assurance (UNDP):** The project assurance role is undertaken by UNDP CO, and supports the Project Board by carrying out objective and independent project oversight and monitoring functions. This role ensures appropriate project management milestones are managed and completed.
- 5) **Secretariat (UNDP DRMP Programme Manager):** individual or group of individuals that will help with Steering Committee with organizing the meetings and taking notes, but with no right to vote.

The Project Board will ensure broad representation of all key interests throughout the project's implementation.

Annex 5. Terms of Reference of key project staff

Programme:	UNDP Disaster Risk Management Programme
Post Title:	Programme Manager (20%)
Type of appointment:	Service Contract

1. Objective

The Programme Manager of UNDP's Disaster Risk Management Programme is responsible for the overall management of the programme projects and the coordination of UNDP's activities in the area of disaster risk reduction. S/he is responsible for accountably enabling the Disaster Risk Management Programme to achieve the related outputs and results identified in the UNDP Country Programme Document and Action Plan, Disaster Risk Management Programme Document as well as specific project documents signed with governmental counterparts and donors.

2. Scope of work

The Programme Manager will perform his/her duties under the overall direction of the UNDP Country Director (CD) and direct supervision of the UNDP Assistant Resident Representative (ARR) and Programme Analyst/Crisis Prevention and Recovery. Specifically, the Programme Manager will undertake the following duties and responsibilities:

Managerial Functions:

- Overall programme, financial, administrative and operational accountability of the Disaster Risk Management Programme, including transparent use of funds and accurate financial reporting and asset management which should be undertaken in close coordination with ARRs (Programme and Operations) and relevant Programme Analyst;
- Maintain close working relationships with Government institutions, specifically Committee of Emergency Situations and Civil Defence under the Government of Tajikistan;
- Promote and maintain a suitable environment for teamwork within the DRM programme team, the Programme Steering Committee (PSC) members and with the UNDP CO team;
- Direct supervision and guidance of all DRMP staff, including field staff, if relevant;
- Preparation of annual work-plans, including strategic and/or innovative initiatives to be undertaken/explored, and setting delivery and co-financing targets;
- Development of annual performance parameters and learning objectives for DRMP team, assessing their performance and providing feedback;
- Building effective partnerships with donors and stakeholders, and maintaining constant and continuous communication with UNDP CO.

Programme Development, Management and Monitoring:

- Keep abreast of the disaster related challenges and priorities as well as the socio-economic conditions and trends as they relate to the disaster risks, and assess their impact on the programme;
- Contribute to the formulation of Country Programme Strategy (CPS) and Country Programme Action Plan (CPAC) and lead the development of programme and project documents, as well as their biennium reviews and updates;
- Develop a portfolio of pipeline project proposals and concepts, and closely monitor the programme and project implementation progress and results;
- Coordinate all activities related to disaster risk reduction, recovery and response to crises;
- Conduct periodic programme monitoring field visits and provide technical and operational support and guidance to the personnel working on projects, as required;
- Manage the annual TRAC allocations and ensure most effective use of TRAC resources;
- Coordinate the project and programme development and implementation with other on-going UNDP CO programmes and projects, in order to build synergies and coherence with other programmes and projects, at levels of design, implementation, monitoring and evaluation, as well as reporting;
- Ensure timely and accurate submission of project progress reports in line with UNDP corporate requirements and donor requirements;

- Ensure the quality of outputs and results with optimal monitoring mechanisms; establish effective monitoring, information and reporting systems for all projects implemented under DRMP umbrella.

Strategic Planning, Resource Mobilization and Liaison with Stakeholders:

- Develop the strategic directions of the DRM programme with an associated plan for the consideration of the DRM Programme Steering Committee; ensure that regular meetings of DRM Programme Steering Committee (PSC) take place, and report periodically to the PSC on the status of programme and project implementation;
- Develop fundraising strategy for UNDP's Disaster Risk Management Programme, on the basis of strategic options available, and at the same time targeting diversification of funding sources;
- Develop a strategy for the Disaster Risk Management Programme to assume donor coordination function in relevant programmatic area.
- Participate in the development of strategies, methodologies and identification of new innovative approaches for improving delivery of results;
- Develop and oversee the implementation of the CO early recovery and crisis response strategy;
- Coordinate programme activities with relevant donors and stakeholders at the national level under the overall supervision of the UNDP Senior Management and in close collaboration with the Programme Unit, to contribute to achievement of overall country programme objectives;
- Be proactive and work closely with the Programme Unit in advising response to opportunities for resource mobilization and fundraising, including conceptualization and drafting of proposals;
- In coordination with the Country Office, develop and implement the strategy on the transfer of the programme implementation modality to the national implementation;
- Contribute to building the capacities of key governmental counterparts in project development, implementation and reporting;
- Ensure political support of government actors for the principles and key objectives, planned outputs and results of the DRMP;
- Ensure full support of donors for the principles and key objectives, planned outputs and results of the DRMP;
- Ensure that operation of UNDP's Risk Monitoring and Warning System is fully transferred to the national counterpart (Ministry of Economic Development and Trade), and proper national ownership is maintained;
- Ensure that secretariat services are provided by UNDP DRMP to REACT; develop and implement the strategy of handing over this function to relevant stakeholders following appropriate capacity building initiatives;
- Build and maintain an effective relationship with key partners and stakeholders, and keep REACT, CoES, UNDP CO informed as appropriate;
- Ensure optimal visibility of UNDP in the field of disaster risk management and response (in coordination with UNDP External Relations Analyst), develop communication materials and strategies to support advocacy and awareness-raising;
- Support UNDP CO in communications with relevant bureaus at headquarter levels (UNDP BCPR, OCHA, ISDR etc);
- Under overall guidance of RC and Country Office, provide necessary support in the preparation of the appeals and coordination of the activities related to the emergencies, in close cooperation with the Regional OCHA Office in Almaty;
- Implement other tasks as required by the supervisor.

Knowledge Management

- Act as a resource person in disaster risk reduction and recovery, for UNDP CO;
- Document lessons learned and best practices in DRM Programme development and implementation;

- Access global best practices, share them with other local and international stakeholders and ensure their incorporation into the programme portfolio and project design process;
- Provide any other necessary support in coaching and guiding the DRMP staff in order to boost their capacities to deliver results.

3. Competencies, skills and expertise

- At least 7 years of experience working in the field of development and/or disaster risk management, with minimum 5 years in managerial positions;
- University degree in a field relevant to international development and / or management;
- Excellent managerial, leadership and partnership building skills; willingness to take initiative and adapt quickly to changing environment;
- Proven track of successful resource mobilization, innovative approaches in fundraising;
- Demonstrated capacities to develop and implement project management, financial accountability and reporting systems under challenging circumstances;
- Extensive knowledge and solid understanding of ‘capacity issues’ in international development contexts;
- Ability to effectively communicate the complex technical information both orally and in writing. Skills in effectively facilitating meetings involving a variety of different stakeholders, from government officials, NGOs, representatives from the international community and rural communities;
- Fluency in English, Russian and Tajik is a must.

Programme:	UNDP Disaster Risk Management Programme
Post Title:	Project Analyst (100%)
Type of appointment:	Service Contract

1. Scope of work

Under the direct supervision of the DRMP Programme Manager, the Project Analyst will, in close cooperation with relevant units of the UNDP Country Office, support the activities related to programme and project implementation and will undertake the following duties and responsibilities:

- Coordinate and lead the implementation of all activities set in the annual work plan of DRMP projects, in accordance with division of project portfolio as assigned by the Programme Manager, including emergency response projects;
- Lead in liaison and ensure coordination with CoES, other governmental stakeholders and REACT partners on emergency response issues and activities related to coordination of humanitarian affairs in the country during the disaster occurrence;
- Develop annual work plan, including strategic and/or innovative initiatives to be undertaken/explored, and set delivery and co-financing targets;
- Develop compelling information profiles of disaster risks and projects implemented by UNDP in Tajikistan, highlighting project effectiveness that raises awareness among partners, general public and donors;
- Explore opportunities and develop new initiatives and fund-raising mechanisms to diversity financing for disaster risk reduction and recommend new areas for programme development;
- Participate in the development of programme strategies, methodologies and identification of new approaches for improving programme outputs;
- Coordinate programme activities with relevant stakeholders at the national level under the overall supervision of UNDP DRMP Programme Manager to contribute to achievement of overall country programme objectives;
- Assist in developing the concept papers, training modules and hand outs for workshops and trainings on disaster risk management in Tajikistan;
- Develop and maintain an efficient reporting schedule to ensure timely preparation and submission of all reports, including quarterly, semi-annual and annual reports in accordance with UNDP and donors requirements;
- Ensure timely and accurate submission of quarterly reports in line with UNDP corporate requirements and donor requirements;
- Develop comprehensive annual programme reports and quarterly project activity reports and ensure their timely submission in line with UNDP requirements;
- Provide analytical support to REACT Secretariat in developing situation reports, bulletins, press release, and ensure the information exchange platform through www.untj.org website;
- Provide analytical support to Monitoring and Early Warning System in developing early warning reports, conducting analytical workshops and round tables and ensure information exchange to government and REACT partners and donor agencies;
- Provide analytical support to implementation of activities related to the monitoring of the National Disaster Risk Management Strategy of Tajikistan;
- Provide analytical support to implementation of activities related to operation of the National Platform for Disaster Risk Reduction in Tajikistan;
- Maintain good working relationships and level of commitment to the DRMP objectives with the Committee of Emergency Situations (CoES), line Ministries, regional and local authorities involved in disaster risk management;
- Perform any other duties as assigned by supervisor, for the effective implementation of the programme;
- Act as an Officer-in-Charge during absence of Programme Manager.
- Perform other duties as assigned by Programme Manager.

2. Reporting Modalities

The Project Analyst will report to UNDP DRM Programme Manager.

3. Competencies, skills and expertise

- University degree in Social Science, Sociology, Development Studies or other relevant field;
- At least three years of previous working experience with international organizations in disaster risk management and emergency response operations;
- Strong analytical skills, initiative and self-starter;
- Strong networking and coordination skills, and demonstrated ability to liaise and involve partners including government officials, scientific institutions, NGOs and private sector;
- Good presentations skills;
- Striving to keep job knowledge up-to-date through constant learning;
- Demonstration of good knowledge of IT applications, especially spreadsheets and presentations;
- Demonstration of in-depth understanding and knowledge of the project management cycle;
- Strong interpersonal skills with ability to work under pressure and to establish and maintain effective work relationships with people of different national and cultural backgrounds;
- High sense of responsibility, attention to detail, willingness to take initiative, excellent communication skills and team spirit;
- Written and verbal fluency of English, Russian and Tajik languages;
- Affinity with the mandate and role of the United Nations.

Programme:	UNDP Disaster Risk Management Programme
Post Title:	Civil Engineer (100%)
Type of appointment:	Service Contract (SC)

1. Scope of work

Under the direct supervision of the DRM Programme Manager, the Civil Engineer will, in close cooperation with relevant DRMP colleagues, other UNDP programmes, as well as with the national and local authorities and relevant project stakeholders support the activities related to implementation of infrastructure interventions. In particular, Civil Engineer will be responsible for the following major tasks and activities:

- Support conducting the field level assessment to identify potential disaster risk reduction and recovery projects in close collaboration with CoES, national and local authorities, UNDP Area Offices and other stakeholders where necessary;
- Produce detailed reports of assessments - including hazard maps, proposed mitigation works, likely level of community and/or local authority's engagement in mitigation works, etc;
- Produce detailed designs and documentation for the construction and implementation of civil engineering projects;
- Manage preparation of engineering works - supporting preparation of cost and time estimates and tendering for construction companies;
- Fully oversee the tendering process in line with UNDP procurement rules and regulations (starting from announcement of the cases to signature of contract with qualified construction companies);
- Prepare appropriate monitoring plans to ensure timing and quality of implementation;
- Ensure and maintain proper paper and electronic filing systems, including market prices of building materials;
- Facilitate and promote understanding between UNDP and state entities charged with social infrastructures operation with the aim of establishing a mechanism for Government contribution to infrastructure rehabilitation;
- Liaise with disaster mitigation engineers and specialists from Government departments and other international agencies to ensure good practice in the field and the sharing of lessons learned;
- Ensure overall fulfilment of contractual obligations of qualified construction companies, while overseeing payment procedures for construction companies as stipulated and agreed;
- Support DRMP's efforts in identification and implementation of energy efficiency and heat preservation pilot projects, including, but not limited to: assessing the areas of intervention, preparation of tender documents, overseeing of tendering processes, facilitation of contract signature, supporting monitoring and where necessary provide technical expertise in implementation of the pilot projects;
- Assist Fund Administration Councils in identification and monitoring the implementation of small scale projects through Disaster Risk Reduction Fund mechanism;
- Provide required technical and advisory support to DRMP in overall disaster risk reduction and recovery interventions in country;
- Perform other duties as may be required by UNDP DRMP Management.

2. Institutional Arrangement

- The Engineer will be directly supervised by and will report to DRM Programme Manager;
- UNDP DRM Programme will provide working facilities, including: workplace, computer, means of communication (internet and telephone) and logistical and admin support, when needed for organization of meetings, trainings and in-country travel;

3. Competencies

- Professionalism
- Planning and Organizing
- Demonstrates integrity by modeling the UN's values and ethical standards;
- Promotes the vision, mission, and strategic goals of UNDP;
- Displays cultural, gender, religion, race, nationality and age sensitivity and adaptability;
- Creativity

4. Qualifications, skills and expertise

- University degree in civil engineering or relevant subject with proven record of successful implementation of various large to small scale infrastructure works in the country;
- Good knowledge and familiarity with DRR /DRM concepts;
- Minimum of 10 years working experience as an engineer with international organizations, governmental or private construction companies;
- Excellent knowledge of procurement rules and procedures of UN in general and UNDP in particular;
- Good knowledge of Microsoft Office applications and ability to operate standard office equipment;
- Good knowledge of specialized software, such as AutoCAD and ArchiCad;
- Fluency in Russian and Tajik languages, (written and verbal), knowledge of English is an advantage;
- High sense of responsibility, attention to detail, willingness to take initiative, excellent communication skills, team spirit and willingness to make commitment to overall Programme objectives;
- Affinity with the mandate and role of the United Nations.

Programme: UNDP Disaster Risk Management Programme
Post Title: Finance / Administrative Associate (20%)
Type of appointment: Service Contract

1. Objective

Under the direct supervision of the DRMP Programme Manager, Finance/Administrative Associate will be responsible for managing DRMP activities related to day-to-day programme finance, accounting and administration issues.

2. Scope of work

Under the direct supervision of the DRMP Programme Manager, the Finance/Administrative Associate will, in close cooperation with relevant units of the UNDP Country Office, support the activities related to programme and project implementation and will undertake the following tasks:

Finance:

- Manage all financial issues related to DRMP programme and project funds;
- Ensure the timely payment of staff, subcontractors and service providers in accordance with payment requests and established payment schedules and ensure that all supporting documentation is provided, in lieu with UNDP's financial rules and procedures;
- Maintain financial records as per UNDP finance management rules, regulations and policies and ensure their compliance;
- Maintain internal control environment and budgetary frameworks, as per UNDP rules and regulations;
- Verify all payment requests, disbursement vouchers, cash receipt vouchers and other financial documents;
- Prepare financial statements and verify the financial reports of project stakeholders;
- Ensure the proper closing of accounts at the end of each financial year and preparation of all financial reports required in accordance with established UNDP financial rules and regulations;
- Support and facilitate ad-hoc and annual audit exercises;
- Provide capacity building/on-job trainings on administration and financial management for relevant programme staff, sub-contractors, including the governmental institutions, international and national NGOs, whenever required.

Administration:

- Manage all administrative issues related to DRMP and its on-going projects;
- Conduct procurement and logistics processes in lieu with UNDP Rules and Regulations, including submissions to CAP (Contracts, Assets and Procurement) Committee or to ACP (Advisory Committee on Procurement), when needed;
- Provide inputs to preparation of procurement plans for the office;
- Ensure that regular inventory checks are conducted and verify all programme assets with UNDP's Atlas system. Ensure that all assets in UNDP custody (vehicles, computers, etc.) are properly maintained and inventory records are kept safely;
- Ensure that UNERT warehouse assets are managed properly: stock checks undertaken on a monthly basis and reported accordingly;
- Manage HR related record keeping system (contracts, attendance records/leave records, travel authorizations, medical certificates, etc.);
- Provide supervision of Admin./Warehouse Assistant and drivers, set up of office transportation schedule;

- Support knowledge building and knowledge sharing in the programme (participation in the learning sessions for the projects staff on administration and finance; sharing of gained knowledge with the project staff to ensure that administrative, procurement and finance processes are implemented in line with UNDP procedures).

Programme:

- Assist the Programme Manager in development of project proposals by preparing indicative budgets;
- Verify availability of funds for project activities, recommending and effecting necessary budget line changes; prepare expenditure and budget forecasts for each quarter and prepare draft budget revisions as required;
- Assist in preparation of AWP, project budget revisions and administrative arrangements as required by UNDP procedures; prepare budget forecasts and check financial records, conformity of expenditures with work plans; follow up on activities, and monitor advance balances of resources disbursed;
- Establish and maintain up-to-date monitoring systems for project budgets, donor funding, subcontracts, etc. and provide regular status reports to the programme management, as needed;
- Ensure the timely preparation of financial reports to donors in accordance with the donor reporting schedule and in the line with specific requirements of each donor;
- Provide backstopping during absence of project colleagues;
- Perform other duties as assigned by Programme Manager.

3. Reporting Modalities

The Finance/Administrative Associate will report to UNDP DRM Programme Manager.

4. Competencies, skills and expertise

- University degree in Economics, Management or other relevant field;
- At least 5 years work experience with an international organisation in the field of finance management and administration;
- Strong computer skills, especially spread sheets;
- Strong analytical skills and ability to develop and apply financial monitoring systems;
- Strong interpersonal skills with ability to work under pressure and to establish and maintain effective work relationships with people of different national and cultural backgrounds;
- Strong sense of responsibility, attention to detail, willingness to take initiative, excellent communication skills and team spirit;
- Fluency in written and spoken English and Russian is a must; Tajik is an asset;
- Affinity with the mandate and role of the United Nations.

Programme:	UNDP Disaster Risk Management Programme
Post Title:	Driver (50%)
Type of appointment:	Service Contract

1. Objective

Under the direct supervision of DRMP Administrative and Finance Associate, and overall guidance of DRMP Programme Manager, driver will be responsible for providing timely and accurate driving services to support implementation of DRMP activities.

2. Scope of work

The incumbent will have following duties and responsibilities:

- Drive office vehicles for the transport of authorized personnel and delivery and collection of correspondence, supplies and other items;
- Drive staff and officials to and from the airport and facilitates immigration and custom formalities as required;
- Drive office vehicles on official missions, project site visits and any location inside and outside Tajikistan as required;
- Responsible for the day-to-day maintenance and upkeep of the assigned vehicle, including daily checking of oil, water, battery, tires, etc., perform minor repairs and notify the Logistics Assistant in need of other repairs and regular maintenance service. Keep the vehicle clean and presentable at all time;
- Maintain daily logs of official trips, including daily mileage, fuel consumption, oil and filter change, etc;
- Adhere at all times to national traffic regulations, put safety of passengers first and ensure that all steps required by rules and regulations are taken in case of accident;
- Maintain radio contact at all times when on duty;
- Be on standby during weekends when any staff or visitor leaves the city/country or arrives into the city/country.
- Be on standby when there is a social function or other events which take place after normal working hours.
- Perform any other duties may be required by DRM Programme Manager to implement the programme activities.

3. Competencies, skills and expertise

- Secondary education and valid driving license compulsory. Diploma or certificate in automotive mechanics is an asset.
- At least two years of previous experience in working for international organizations as driver and/or at least five years of recent experience as driver for national organizations.
- Must have diagnostic, electrical and mechanical experience.
- Strong sense of responsibility, reliability, maturity and team spirit are important assets.
- Good knowledge of Tajik and Russian. Basic English is an asset.
- Affinity with the mandate and role of the United Nations.

Programme: UNDP Disaster Risk Management Programme
Post Title: International Chief Technical Advisor (part time)
Type of appointment: Individual Contract

1. Objective

Under the direct supervision of the DRMP Programme Manager and in close cooperation with the key national stakeholders and other relevant counterparts the International Chief Technical Advisor will be responsible for developing the Full-Size Project Document on “Climate Resilience Investment in Tajikistan and Green Climate Development Project”.

2. Scope of work

Under the direct supervision of the DRM Programme Manager, the International Consultant will be responsible for the evaluation and analysis of the existing potentials for the Green Climate Development Project in the Republic of Tajikistan. Specifically, the International Consultant is expected to undertake the following tasks:

Activity 1 – Baseline data collection and information gap analysis

- Identify gaps in available baseline information and data and prepare a TOR for national consultant(s) to address the identified gaps, specifically related to:
 - Information about current level of investments by type (grant, loans, equity, etc) and sources (public, private, donors) in green climate funds;
 - Information on existing policies, legal, regulatory and institutional frameworks for climate adaptations and green climate funds;
 - Information about relevant baseline projects and initiatives funded by the Government and development actors (donors and IFIs);
- Based on review of available documents and studies, as well as based on stakeholder consultation provide description of barriers to green climate funds;
- Collect, analyze and summarize information about relevant baseline projects and initiatives funded by the Government and development actors (donors and IFIs); based on conducted analysis identify synergies and co-financing opportunities;
- Draft the situation/baseline analysis as per required UNDP-RTF template (**max 2-3 pages**)

Activity 2 – Stakeholder consultation and ownership/endorsement, including co-financing

- Conduct consultations with relevant stakeholders and potential partners (to be proposed by UNDP CO) from among national agencies, international organizations, private sector, and civil society;
- Identify stakeholders’ interests, current and potential roles in promoting investment in climate mitigation and resilience, including opportunities for public-private partnerships and co-financing;
- Propose, discuss and agree with national stakeholders regarding the scope and type of innovative financial mechanisms and partnerships to be supported by the project;
- Propose, discuss and agree with relevant government authorities on the process and criteria to identify and implement flagship investment projects in the priority sectors
- Conduct gender assessment
- Identify capacity gaps and propose capacity building measures with due consideration of gender related capacity gaps and corresponding response measures;
- Discuss and agree on all recommendations and implementation plan with project partners and stakeholders.
- Draft stakeholders’ involvement strategy (**max 1-2 pages**), including:
 - Target groups: Identify the target groups that are the intended beneficiaries of the project. What strategy will the project take to identify and engage target groups? How the project is likely to have impact on women’s incomes?

- Other potentially affected groups: Identify potentially affected people and a strategy for engagement that ensures they have access to and are aware of mechanisms to submit concerns about the social and environmental impacts of the project
- Describe how the project intends to support/encourage South-South and Triangular Cooperation to achieve and sustain results, if applicable

Activity 3 – Theory of Change

- Explain the detailed theory of change (ToC) for this project and what UNDP and partners will do to address the development and global environmental challenge described in the theory of change.
- Detail the project’s selected approach and explain how it is expected to lead to change. Why is the approach the best one at this point in time? Why it is innovative? How the sustainability and replication/scaling-up will be ensured?
- State key assumptions about what will change, for whom, and how this will happen. Assumptions should include consideration of internal factors (relating to project design and implementation) and external factors (relating to other partners, stakeholders and context) that will be critical for achieving the expected change. Cite best available evidence which supports these assumptions in the ToC, including findings from evaluation and other credible research, as well as knowledge, good practices and lessons learned from previous work and projects by UNDP and others, in this country and in other relevant contexts.
- Draft theory of change, including a theory of change diagram showing the linkages between the development challenge and the immediate, underlying and root causes (**maximum 3 pages**).

Activity 4 - Development of a package of site level interventions and Develop a range of cost-transfer (e.g., insurance) and funding mechanisms (e.g., income generating investments) for local use in funding risk reduction.

- Prepare a project logical framework based on the results of baseline analysis and theory of change with a set of viable outcomes, outputs and activities that constitute the most effective response to the identified barriers to promoting investment in green climate funds; to the extent possible, the indicators should be linked to corresponding SDG targets;
- Prepare a package of structural and non-structural risk reduction projects which have a strong community-management component. The packages will include structural, i.e. infrastructure rehabilitation, and non-structural measures, such as improved land use planning, and warning systems, to reduce future risk at lower costs, in addition to structural measures as avalanche protection, embankments, retention basins and other physical interventions.
- Define monitoring and evaluation (M&E) plans, including set of SMART indicators to measure the attainment of project objectives, outcomes and outputs
- Prepare, present and discuss with relevant stakeholders project financing plan, including the sources of co-financing;
- Outline a strategy to ensure women’s and men’s concerns and experiences are included in the design, implementation and evaluation of this project and present the key findings of the gender assessment
- Demonstrate cost-effectiveness and cost-efficiency of the proposed project: Identify how the strategy is expected to deliver maximum results with available resources, with reference to evidence on similar approaches in this country or similar contexts. Include measures based on good practice and lessons learned. Explain why the selected pathway is the most efficient and effective of available options.
- Specify the key risks that could threaten the achievement of results through the chosen strategy. Formulate the risks, including their likelihood and impact, and proposed mitigation strategy for each risk
- Undertake and present a summary of financial analysis of the proposed/potential climate risk management investment measures/projects to be supported.
- Discuss with relevant partners and present governance and management arrangements for the project
- Prepare project total budget and work plan and the Terms of References for key project staff

- Address the comments made by the relevant stakeholders and other reviewers;
- Address comments from UNDP-, the Government, UNDP CO and the RTF.

3. Reporting

The International Consultant must ensure timely preparation and submission of the deliverables. All deliverables must be submitted in English to the UNDP DRM Programme Manager and UNDP CO in Tajikistan and made in accordance with UNDP's and RTF's templates and requirements (to be provided by UNDP).

4. Minimum Qualifications

I. Academic Qualifications

- **Postgraduate** or other advanced university degree in the fields of energy and/or environmental management, climate mitigation or other relevant fields.

II. Years of Experience:

- At least 15 years of demonstrated working experience in the field of natural resource management and climate change;
- At least 5 years of working experience in a similar professional role (i.e. technical advisor and/or expert);
- Professional experience in developing programme/project documents on climate change adaptation, climate resilience and other relevant fields, preferably for climate finance institutions.

III. Competencies:

- Knowledge and practical experience of the political, social and environmental factors and issues related to natural resources, climate change mitigation in Central Asia, preferably in Tajikistan;
- Skills in facilitation and development of multi-stakeholder workshops and broad-based consultative processes/ programmes/project documents on disaster risk reduction/management, climate change mitigation and/or any other environment related discipline;
- An independent, reliable, responsible self-motivator able work under pressure;
- Excellent communication, team-building and diplomatic skills to develop partnerships;
- Familiarity with UNDP programming policies, templates and requirements;
- Proficiency in English, excellent analytical and drafting skills; knowledge of written and spoken local language (preferably Russian) is an advantage;

5. Payment

Payments are based upon output, i.e. upon delivery of the services specified in the TOR that contributed to the overall project deliverables as stated above under "Expected Deliverables."