



**Meeting Minutes**  
**Project Management Board Meeting Decentralization Project**  
**“Supporting Decentralization of Public Administration through effective  
delivery of public service at municipal level”**

Tuesday, 11<sup>th</sup> February 2020

Ministry of State Administration, Vice Minister VIP Meeting Room

**Participants:**

- H.E. Abílio José Caetano (Vice-Minister of State Administration)
- Ms. Munkhtuya Altangerel (Resident Representative, UNDP Timor-Leste)
- Mr. Sikhyun Kim (Country Director of KOICA Timor-Leste)
- Mr. António Augusto Guterres (President of Municipal Authority of Baucau)
- Mr. Zeferino Soares dos Santos (President of Municipal Authority of Bobonaro)
- Mr. Aderito Guterres (Director SAIM, Ministry of State Administration)
- Mr. Bernardino da Costa Pereira (UNDP National Project Manager, Decentralization)
- Ministry of State Administration support team
- UNDP Decentralization project team
- MSA Internal Media

**Agenda:**

<b>Program</b>	<b>Responsible</b>
Register of Participation	Organizer
Arrive of VIP Guest and Introduction of the Ceremony	Organizer
Video presentation on support Decentralization	Organizer
Opening remarks from UNDP Resident Representative	Ms. Munkhtuya Altangerel
Opening remarks from KOICA Country Director, KOICA Office in Timor-Leste	Mr. Sikhyon Kim
Opening remarks from Vice Minister of State	Mr. Abílio José Caetano



Administration	
Summary of project progress 2019 and Planned Activities for 2020 and execution budget report	Mr. Bernardino da C Pereira
Discussion/ Q&A	
Closing remarks by Vice Minister, UNDP RR and KOICA CD	
Signature of Annual Work Plan for 2020 by Vice Minister and UNDP RR	
Refreshment	

Meeting Minutes:

**I. Opening Remarks by Ms. Tuya Altangerel (UNDP Resident Representative)**

- UNDP acknowledge that Decentralization and Local Development project is a tool for effective service delivery in rural areas and a tool to accelerate sustainable and inclusive development in the municipalities of Timor-Leste.
- UNDP acknowledge the following key results:
  - The Strategic Investment Prioritization Plans enabled to define key investment strategic areas through the identification of the key development needs for both municipalities, while providing a clearly and integral vision through a participatory approach. Over 70 civil servants have been reached and trained in strategic planning and in participatory planning methods.
  - Two new community water infrastructures will be built in the Municipalities of Baucau and Bobonaro as a result of the prioritization exercises, where water access was identified as the main priority. Both infrastructures respond to sustainable and gender-responsive standards.
- UNDP appreciate for the results achieved within this fruitful partnership with KOICA and MSA and the commitment of Vice-Minister of State Administration, Mr. Abílio Jose Caetano, and KOICA Country Director, Mr. Kim.

**II. Opening Remarks by Mr. Sikhyon Kim (Country Director of KOICA)**

- KOICA support Timor-Leste's Decentralization process which is an important tool to strengthen decision-making processes at community level based on their capacity and their visions.



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- KOICA acknowledge the project result achieved so far and opportunities for further efforts and cooperation to improve local governance in Timor-Leste.

### **III. Opening Remarks by H.E. Vice-Minister of State Administration, Mr. Abilio José Caetano**

- MSA is satisfied with the results project achieved during this period, especially the Strategic Investment Prioritization Plans for Baucau and Bobonaro and the participatory methods to identify a common vision.
- MSA acknowledge the construction of community water infrastructures in both municipalities as a main achievement in participatory local development.
- MSA is grateful for the partnership: to the municipalities of Baucau and Bobonaro that provided their optimum support from the ground for the realization of the projects; to UNDP that successfully coordinate and manage the project among UNDP, KOICA, the Ministry and municipal priorities; and to the people of South Korea through the Embassy of Korea and KOICA who support the realization of this public service delivery;
- MSA propose that the 2<sup>nd</sup> phase of the project to focus on the issues of renewable energy, transparency, accountability, inclusive government, etc.
- MSA is committed to continue the partnership with the development partners, including UNDP and KOICA, to support the government priorities and programs that are not funded with the government budget.

### **IV. Presentation of the 2019 Achievements & 2020 Annual Work Plan**

See Annex I (Presentation Slides)

### **V. Discussion**

#### **H.E. Abilio José Caetano, Ministry of State Administration**

- MSA encourage UNDP and KOICA both in Timor-Leste and Indonesia to continue to focus on supporting people's needs in the rural areas, despite the political instability
- MSA thank UNDP Resident Representative and KOICA Country Director for their commitment and President of Authority of Baucau and Bobonaro for the support from the ground.
- MSA suggest that the Climate Fund should also cover the Oé-Cusse Region

**Mrs. Munkhtuya Altangerel, UNDP Timor-Leste**



- UNDP agree to the MSA that a further cooperation between the partners is needed to continue bringing support to the people living in rural areas of Timor-Leste. UNDP thank the fruitful partnership with KOICA and hope that the new proposal developed would also receive kind support of KOICA.
- Through the ACCESS project, UNDP is committed to providing access to water for rural communities using renewable energy.
- UNDP also confirmed that the Climate Change Fund - focusing on water, landslides, climate information system and others - will cover six municipalities.

**Mr. Sikhyon Kim**

- On behalf of KOICA, Mr. Kim expresses his satisfaction with the results project achieved and encourages the implementation of strategic plan and allocation of budget to municipal prioritization investment plan.
- Mr. Kim encourages KOICA and all the development partners to continue supporting decentralization in Timor-Leste.

**President Authority of Bobonaro:**

- Mr. Zeferino dos Santos expresses sincere gratitude to KOICA and UNDP, and the local communities in the municipality for the efforts to develop the first Municipal Strategic Development Plan.
- He encourages the KOICA to continue support to the communities in the rural areas.

**President Authority of Baucau:**

- Mr. Atónio Guterres thanks the cooperation among the partners and acknowledges all the path followed to achieve the current results: signing agreement, public consultations, prioritization exercises, water infrastructure construction, launchings of the MSDP.
- He encourages further cooperation focused on women and youth empowerment and other infrastructures identified in the MSDP, despite the current political situation.



- VI. Short Video presentation (Attached)
- VII. Signing of the Work Plan for 2020 (Attached)
- VIII. Closing the ceremony

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**Mr. Abílio José Caetano**  
Vice-Minister, Ministry of State  
Administration Timor-Leste

Approved by

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**Mr. Sikhyon Kim**  
Country Director, KOICA Timor-  
Leste

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**Mrs. Munkhtuya Altangerel**  
Resident Representative  
UNDP Timor-Leste



**KOICA**  
Korea International  
Cooperation Agency



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## **Annex I (Presentation on 2019 Progress Result and 2020 AWP)**