

Ref.: Award ID: 44201 - Project ID: 91584

**LETTER OF AGREEMENT
BETWEEN
THE UNITED NATIONS DEVELOPMENT PROGRAMME
AND
STATE OF PALESTINE's
THE PALESTINIAN CENTRAL BUREAU OF STATISTICS ("PCBS")**

ON THE EXECUTION OF "LABOUR FORCE SURVEY OF AL FAKHOORA ALUMNI"

Your Excellency,

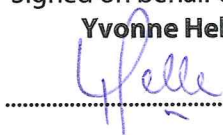
1. Reference is made to the consultations between officials of the United Nations Development Programme (hereinafter referred to as "UNDP") in the Programme of Assistance to the Palestine People and officials of the Palestinian Central Bureau of Statistics (hereinafter referred to as "PCBS") with respect to the realization of activities by the Palestinian Central Bureau of Statistics in the execution of the project Labour Force Survey of Al Fakhoora Alumni, which is a part of Al Fakhoora Dynamic Futures Programme, to which UNDP has been entrusted as an executing entity.
2. In accordance with the **attachment 1 Project Document** and with the following terms and conditions, we confirm our acceptance of the activities to be provided by the Palestinian Central Bureau of Statistics towards the project, as specified in **Attachment 2: Description of Activities** (hereinafter referred to as "Activities"). Close consultations will be held between the Palestinian Central Bureau of Statistics and UNDP on all aspects of the Activities.
3. The Palestinian Central Bureau of Statistics shall be fully responsible for carrying out, with due diligence and efficiency, all Activities in accordance with its Financial regulations, rules and other directives, only to the extent they are consistent with UNDP's Financial Regulations and Rules. In all other cases, UNDP's Financial Regulations and Rules must be followed.
4. In carrying out the activities under this Letter, the personnel and sub-contractors of the Palestinian Central Bureau of Statistics shall not be considered in any respect as being the employees or agents of UNDP. UNDP does not accept any liability for claims arising out of acts or omission of the Palestinian Central Bureau of Statistics or its personnel, or of its contractors or their personnel, in performing the Activities or any claims for death, bodily injury, disability, damage to property or other hazards that may be suffered by the Palestinian Central Bureau of Statistics, and its personnel as a result of their work pertaining to the Activities.
5. Any subcontractors, including NGOs under contract with the Palestinian Central Bureau of Statistics, shall work under the supervision of the designated official of the Palestinian Central Bureau of Statistics. These subcontractors shall remain accountable to the Palestinian Central Bureau of Statistics for the manner in which assigned functions are discharged.
6. Upon signature of this Letter, UNDP will make payments to the Palestinian Central Bureau of Statistics, according to the schedule of payments specified in **Attachment 3: Schedule of Activities and Payments**.

7. The Palestinian Central Bureau of Statistics shall not make any financial commitments or incur any expenses which would exceed the budget for the **Activities as set forth in Attachment 2**. the Palestinian Central Bureau of Statistics shall regularly consult with UNDP concerning the status and use of funds and shall promptly advise UNDP any time when the Palestinian Central Bureau of Statistics is aware that the budget to carry out these Activities is insufficient to fully execute the project in the manner set out in the Attachment 3. UNDP shall have no obligation to provide the Palestinian Central Bureau of Statistics with any funds or to make any reimbursement for expenses incurred by the Palestinian Central Bureau of Statistics in excess of the total **budget as set forth in Attachment 4**
8. The Palestinian Central Bureau of Statistics shall submit a cumulative financial report each quarter (31 March, 30 June, 30 September and 31 December) when applicable. The report will be submitted to UNDP through the UNDP Resident Representative within 30 days following those dates. The format will follow the standard UNDP expenditure report [a model copy of which is provided as Attachment 4]. UNDP will include the financial report by The Palestinian Central Bureau of Statistics in the financial report for Al Fakhoora Dynamic Futures Programme, Project no. PAL10-00091584
9. The Palestinian Central Bureau of Statistics shall submit such progress reports relating to the Activities as may reasonably be required by the project manager in the exercise of his or her duties.
10. The Palestinian Central Bureau of Statistics shall furnish a final report within 12 months after the completion or termination of the Activities, including a list of non-expendable equipment purchased by The Palestinian Central Bureau of Statistics and all relevant audited or certified financial statements and records related to such Activities, as appropriate, pursuant to its Financial Regulations and Rules.
11. Equipment and supplies that may be furnished by UNDP or procured through UNDP funds will be disposed as agreed, in writing, between UNDP and The Palestinian Central Bureau of Statistics.
12. Any changes to the **Project Document, attachment 1** which would affect the work being performed by The Palestinian Central Bureau of Statistics in accordance with Attachment 2 shall be recommended only after consultation between the parties.
13. For any matters not specifically covered by this Letter, the Parties would ensure that those matters shall be resolved in accordance with the appropriate provisions of the Project Document, Attachment 1 and any revisions thereof and in accordance with the respective provisions of the Financial Regulations and Rules of the Palestinian Central Bureau of Statistics and UNDP.
14. The arrangements described in this Letter will remain in effect until the end of the project, or the completion of activities of The Palestinian Central Bureau of Statistics according to Attachment 2, or until terminated in writing (with 30 days' notice) by either party. The schedule of payments specified in Attachment 3 remains in effect based on continued performance by The Palestinian Central Bureau of Statistics unless it receives written indication to the contrary from UNDP.
15. Any balance of funds that is undispersed and uncommitted after the conclusion of the Activities shall be returned within 90 days to UNDP.

16. Any amendment to this Letter shall be affected by mutual agreement, in writing,
17. All further correspondence regarding this Letter, other than signed letters of agreement or amendments thereto should be addressed to the Resident Representative, UNDP.
18. The Palestinian Central Bureau of Statistics shall keep the UNDP Resident Representative fully informed of all actions undertaken by them in carrying out this Letter.
19. UNDP may suspend this Agreement, in whole or in part, upon written notice, should circumstances arise which jeopardize successful completion of the Activities.
20. Any dispute between the UNDP and The Palestinian Central Bureau of Statistics arising out of or relating to this Letter which is not settled by negotiation or other agreed mode of settlement, shall, at the request of either party, be submitted to a Tribunal of three arbitrators. Each party shall appoint one arbitrator, and the two arbitrators so appointed shall appoint a third arbitrator, who shall be the chairperson of the Tribunal. If, within 15 days of the appointment of two arbitrators, the third arbitrator has not been appointed, either party may request the President of the International Court of Justice to appoint the arbitrator referred to. The Tribunal shall determine its own procedures, provided that any two arbitrators shall constitute a quorum for all purposes, and all decisions shall require the agreement of any two arbitrators. The expenses of the Tribunal shall be borne by the parties as assessed by the Tribunal. The arbitral award shall contain a statement of the reasons on which it is based and shall be final and binding on the parties.
21. If you are in agreement with the provisions set forth above, please sign and return to this office two copies of this Letter. Your acceptance shall thereby constitute the basis for the Palestinian Central Bureau of Statistics participation in the execution of the project.
22. The Palestinian Central Bureau of Statistics shall not use the UNDP name or emblem, or any abbreviation thereof, in connection with its business or otherwise without the express prior written approval of UNDP in each case. In no event will authorization be granted for commercial purposes, or for use in any manner that suggests an endorsement by UNDP of its products or services.

Yours sincerely,

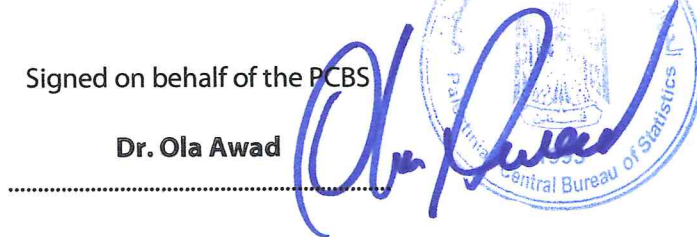
Signed on behalf of UNDP
Yvonne Helle



Special Representative of the Administrator
on

Signed on behalf of the PCBS

Dr. Ola Awad



President of the Palestinian Central Bureau of Statistics on

November 25, 2019

Attachment "1"
LABOUR FORCE SURVEY OF AL FAKHOORA ALUMNI
Project Document

Brief:

The Palestinian Central Bureau of Statistics will be executing a labour Market survey to figures out the level of engagement with the Al Fakhoora Dynamic Futures Alumni in the labour market.

The PCBS will conduct same survey techniques with same standards used in the national level to apply them on measuring the employability of Al Fakhoora Alumni. Once results appear, the PCBS will compare the results with same surveyed groups of same characteristics.

Scope of work:

This assignment would be carried out according to the ILO standards, methodologies, steps and procedures using the existed expertise of PCBS.

The needed support is expected to be a long-term cooperation, three years' time framework, with the PCBS to capture, measure and apply a **Customized Labour Force Survey** in the Gaza Strip according the PCBS definitions and standards for a special and descriptive sample benefited and graduated from Al Fakhoora programme.

The anticipated partnership will be executed in phases, where during **2019/2020**, UNDP and PCBS will executed the first phase as a pilot phase and consequently build on the results and the lessons learnt.

The survey group will begin with 426 alumni graduated up to February 2019 till reaching 999 alumni in 2022 as well as, the assignment should start as soon as possible for the first year (first phase), as piloting survey, then it will be determined to move to the next phase.

The survey should target the beneficiaries themselves (university graduates) Not their families.

Prior to the survey that will be conducted on the first quarter of 2020, a training will be conducted for the field worker on the methodology and approach of the survey.

Objective of assignment:

The main objective of this assignment is to provide technical assistance and support to (Al Fakhoora Dynamic Futures Programme -Phase I and Phase II) in handling over and conducting a customized labor force survey, including the following:

Data collection and Analysis of Customized Labour Force Survey targeting 426 Alumni graduated up to February 2019, along with carrying the Reporting, comparison and capture the unemployment rate among the programme alumni on quarterly basis and compare it with the national unemployment rates in the Gaza Strip at that time for the same and similar category during the period of conducting the project.

The main indicator is:

- The unemployment rate among this descriptive sample that will be provided in detail to the PCBS - and comparing the results with the Palestinian labour force survey in the Gaza Strip at the same time and for the same category, this to be done quarterly,

Outputs:

Quarterly report **represents and compare the unemployment rates**, the labour force participation rate, the employment status, the segregation among employees and sectors, and the working benefits and wages. Taking in consideration the programme phases (DFI and DFII), gender and geographical distribution.

Target population:

All Alumni of Al Fakhoora Programme in the Gaza Strip.

Sampling frame:

A list of all students who joined Al Fakhoora Programme in the Gaza Strip for the first year 2020 with targeted 426 students who graduated up to February 2019

Sample size:

It is expected that all the students who joined Al Fakhoora Programme in Gaza Strip, the student population is expected to be 999 students in the year 2022 when implementing the project through four years, beginning from the first phase (year) 2020 with a sample size of 426 students, and increased from year to year until reach a sample size of Nine hundred ninety-nine in the year 2022.

Execution during First Quarter for the years: 2020,2021, 2022

1. The number of Alumni in the program for the first phase " year 2020" will be the alumni graduated up to February 2019 (426 graduated student)- the current contract for pilot phasing.
2. For the second phase "year 2021", Alumni targeted will be the alumni up to **December 2020** in addition to the alumni for the year 2019.

3. For the third phase "year 2022", Alumni targeted will be the alumni up to **December 2021** in addition to the alumni for the years 2019 and 2020.

So, there are students who will be taken more than one time during the execution of the study (during the current contract for the first phase and for the next phases if agreed upon later on):

Alumni graduated up to February 2019 will be targeted in the sample for Four times.

Alumni graduated up to **December 2020** will be targeted in the sample for Three times.

Alumni graduated up to **December 2021** will be targeted in the sample for Two times.

Attachment "2"

DESCRIPTION OF ACTIVITIES

Project Title: LABOUR FORCE SURVEY OF AL FAKHOORA ALUMNI

Results to be achieved by the Palestinian Central Bureau of Statistics

A report that reflects the year's First Quarter where it **represents and compares the unemployment rates**, the labour force participation rate, the employment status, the segregation among employees and sectors, and wages. Taking in consideration the programme phases (graduates DFI and DFII), gender and geographical distribution.

Work to be performed by the United Nations Development Programme

UNDP/PAPP will provide the Palestinian Central Bureau of Statistics with Alumni information and their contact details.

Work to be performed by the Palestinian Central Bureau of Statistics

PCBS will provide technical assistance and support to Al Fakhoora Dynamic Futures Programme (Phase I and Phase II) in handling over and conducting a customized labor force survey, including the following:

- Training for the field workers.
- Data collection
- Data Analysis
- Reporting, comparison and capture the unemployment rate among the programme alumni on quarterly basis and compare it with the national unemployment rates in the Gaza Strip at that time for the same and similar category.

Description of inputs:

PCBS to capture, measure and apply a **Customized Labour Force Survey** in the Gaza Strip according the PCBS definitions and standards for a special and descriptive sample benefited and graduated from Al Fakhoora programme. The survey will be executed according to the ILO standards, methodologies, steps and procedures using the existed expertise of PCBS

The survey group will begin with 426 alumni in graduated up to February 2019 for the pilot phase that will be executed in the first quarter of the year 2020

The survey should target the beneficiaries themselves (university graduates) Not their families.

The main indicator is:

- The unemployment rate among this descriptive sample that will be provided in detail to the PCBS - and comparing the results with the Palestinian labour force survey in the Gaza Strip at the same time and for the same category, this to be done quarterly and it depends on the coefficient of variation (CV) of each variable.

Attachment "3"

Scheduled of Activities, Facilities and Payments

Year 2019/2020								
EXPECTED CP OUTPUTS "and indicators including annual targets"	PLANNED ACTIVITIES "List all activities to be undertaken during the year towards stated outputs"		Timeframe		Planned Budget		Schedule of payments by UNDP	
			Q4 2019	Q1 2020	Budget Description	Amount USD	Q4 2019	Q1 2020
			X			14,132	50%	50%
A Report that reflect the 2020 year's First Quarter. Main Indicator: The unemployment rate among this descriptive sample that will be provided in detail to the PCBS - and comparing the results with the Palestinian labour force survey in the Gaza Strip at the same time and for the same category, this to be done on the First quarter each year,	▶ Training for the field workers ▶ Data collection Customized Labour Force Survey targeting 426 Alumni during the year 2020 ▶ Data Analysis ▶ Reporting, comparison and capture the unemployment rate among the programme alumni on the first quarter each year and compare it with the national unemployment rates in the Gaza Strip at that time for the same and similar category. ▶ Provide lessons learned and recommendations to increase the employability rates among Al Fakhoora graduates.	X						
Total							\$ 14,132	



Attachment "4"

MODEL UNDP EXPENDITURE REPORT

Period **2020**

EXPECTED CP OUTPUTS "and indicators including annual targets"	PLANNED ACTIVITIES "List all activities to be undertaken during the year towards stated outputs"	Planned Budget		Payments and Expenditures		
		Budget Description	Amount USD	Payments received	Expenditures	Balance
A Report that reflect the 2020 year's first Quarter. Main Indicator: The unemployment rate among this descriptive sample that will be provided in detail to the PCBS - and comparing the results with the Palestinian labour force survey in the Gaza Strip at the same time and for the same category, this to be done on the first quarter each year		See below Activity detailed Budget	14,132			
		Total	14,132			

United Nations Development Programme

Programme of Assistance to the Palestinian People

برنامج الأمم المتحدة الإنمائي / برنامج مساعدة الشعب الفلسطيني



Empowered lives.
Resilient nations.

Activity detailed Budget

Item- Activity	Staff	Unit No.	Unit Name	Unit Rate (USD)	Total Cost
Technical and Support Services Cost	6	3	Month	175	3,150.00
First Phase Year "No. 1" - Sample 420 Graduated Students					10,223.30
Recruitment and training costs	5	5	Days	26	650.00
Fieldwork supervisor	1	3	Month	590.28	1,770.84
Fieldworkers	3	3	Month	556.94	5,012.46
Collectind Data Transportation	9	65	Days	4	2,340.00
Local travel and related costs	3	3	visit	50	450.00
Consumables, Stationary ,Supplies, Copying Services and Miscellaneous					758.70
Questionnaires and manuals					50.00
Field work Supplies and Stationary		4	Package	10	40.00
Miscellaneous and Incidentals					668.70
					14,132.00

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Note: Copy of All financial documentation for expenditures should be submitted to UNDP.

Palestinian Central Bureau of Statistics
 Al Fakhora - School Graduates Study (2019)
 UNDP (USD)

08-Jul-2019

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Field work Supplies and Stationary		4	Package	10	40.00
Miscellaneous and Incidentals					568.70
					14,132.00

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