Programme Team Meeting

Friday 5 May 2017

Agenda:

1. Updates from the meeting with MINEC (25 April 2017)
2. Programme Delivery
   1. Delivery Tracker
   2. Programme Board + Audit findings and capacity building with MINEC and IPs
3. Status of AWPs 2017 and Prodoc formulation
   1. Prodoc formulation timeline
   2. AWPs extensions
4. AoB:
   1. NIM Audit finalization – Action plans
   2. HACT Micro-Assessments

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**Summary notes and action points**

Preliminary comments:

* Another Programme Meeting will take place on Wednesday 10/05 at 10.30 as this will be the last Programme Meeting chaired by the CD a.i. who is leaving on 11 May.
* The CD a.i. will prepare a proposal of Delegation of Responsibilities for the RR to delegate responsibilities mainly to the DCD Operations and Heads of Units.
* The CD a.i. recommended to have at least 1 Programme Team meeting chaired by the DCDO before the arrival of the new CD.
* The DCDO will also represent UNDP in HCT and UNCT meetings.

1. Updates from the meeting with MINEC (25 April 2017)

The CD reported about the meeting held on 25 April with MINEC DOIC:

* The meeting served to introduce the new CD and to provide an update to MINEC on the roll out of the new CPD (i.e. extended AWPs and new Prodocs formulation).
* Opportunities to strengthen UNDP Programme with the Government of Mozambique exist and several donors have already showed interest in supporting UNDP Country Programme (i.e. GEF, GCF, World Bank).
* Opportunities also exist in the Governance area., especially in the elections, decentralization and human rights areas.
* The idea of creating an SDG trust fund to support the Government’s efforts and commitment around the SDGs was discussed.
* Several ongoing exercises/studies will set the basis for such commitment and engagement:
  + DFA (conducted by UNDP) is expected to set the basis for the Government strategy for financing the SDGs
  + Assessment on the alignment/availability of SDG indicators (conducted by UNFPA and INE) and SDG mapping study (conducted by UNDP and MEF) will inform on the gaps and capacity building requirements for the SDGs monitoring in country
  + SDG Study (conducted by UNDP and UNE with MITADER) provides insights on key factors that will contribute to the achievement of selected SDGs
* Discussions with MEF will continue on the above exercises and MINEC will be involved.
* Due to new UNDP rules, programme delivery by end of June is crucial. MINEC and UNDP will therefore organize a Programme Management Meeting with IPs meeting in June involving all IPs to emphasize the need to jointly cooperate towards improved delivery. The meeting will also be an opportunity to provide feedback and capacity building on the audit findings.
* RBA Director is planning to visit Mozambique as part of the TICAD Inter-ministerial visit scheduled for August 2017. He is expected to come a few days earlier to meet with the relevant UN/UNDP/Government and donors’ counterparts. The TICAD is also a good opportunity for the CO to showcase the work under some selected area. Further discussion on how to organize side events and improve visibility of the CO achievements will be held with the new CD.
* GLOC situation was also discussed. The CO will send an official letter to MINEC on the status of GLOC payment.

1. Programme Delivery
   1. *Delivery Tracker*

The MST presented the up to date delivery tracker (see attached).

Actions:

* The procurement plan shared by Mauro presented some inaccuracies. The Units are requested to organize meetings with the procurement colleagues to discuss pending issues and ways to accelerate the processes.
* POs/PAs and Units are requested to work with the procurement colleagues to identify processes that can be accelerated to increase the amount of commitments by end of June.
* Specific case of the Adaptation project must be prioritized as the contract amounts to more than 500,000 USD. Janeiro and Rosa to meet with Abdou and Mauro to discuss this specific issue.
* MST will work to have a project of the recurrent costs that will be charged to TRAC by end of June (Salaries/DPC/GoEs) to give information on the amount linked to activities.
* POs/PAs are requested to have formal meetings with the IPs to assess the status of the NEX advances and of the planned activities. At least two meetings by end of June are expected.
* MST will share the delivery tracker presentation with Programme Unit.
  1. *Programme Management Meeting with IPs + Audit findings and capacity building with MINEC and IPs*

MINEC and UNDP will organize a Programme Management Meeting with IPs in June involving all IPs to emphasize the need to jointly cooperate towards improved delivery. The meeting will also be an opportunity to provide feedback and capacity building on the audit findings. Draft ToRs are being prepared by MST. The ToRs will be discussed with the new CD and shared with Programme colleagues.

1. Status of AWPs 2017 and Prodoc formulation
   1. *Prodoc formulation timeline*

MST will share the template for the prodoc formulation timeline for the Units to provide information on the status of the formulation.

Actions:

* Units are requested to provide dates for tentative LPAC meetings for the new CD to start planning the meetings.
* Decisions on the new prodocs finalization and signatures will be taken by the new CD in cooperation with the Units.
  1. *AWPs extensions*

Actions:

* POs are requested to adjust and work on extension of the 2017 AWPs according to the timeline of the roll out of the new Prodocs. DPC and salaries amount planned will be kept at the levels used for the 1st semester of 2017.

1. AoB:
   1. *NIM Audit finalization – Action plans*

MST informed about the 5 action plans still pending: MDG, Participation I, Participation II, Extractive Industries and PNPFD (Cabo Delgado, Nampula and Maputo components).

Actions:

* POs are requested to follow up and assist the IPs in preparing the action plans.

Updates (8/05):

* Action plans for the Extractive Industries project and PNPFD (Cabo Delgado and Maputo components) received.
* As of 8/05, actions plans missing are: MDG, Participation I, Participation II and PNPFD (Nampula).
  1. *HACT Micro-Assessments*

MST shared the list of IPs to be included in the first group to be micro-assessed.

Actions:

* Programme colleagues are requested to include additional IPs to be micro-assed.
* The revised list will be shared with Procurement.
* Procurement colleagues will request the consulting firm to submit financial and technical proposals.