

UNDP Guinea-Bissau New Space Project



Content



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- I. Three good reasons for changing our space:
 - 1. Creating a collaborative and creative space to accelerate achievement of the SDGs
 - 2. Living up to our own expectations: greeting the blue
 - 3. Developing talents for the institution and the country: people 2030 strategy
- II. The project
- III. Budget

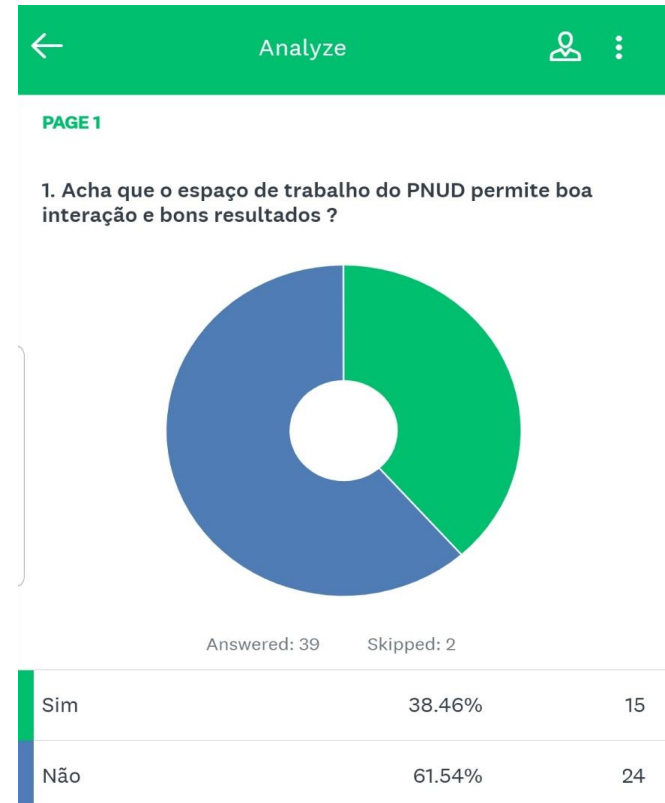


Creating a collaborative and creative space to accelerate achievement of the SDGs



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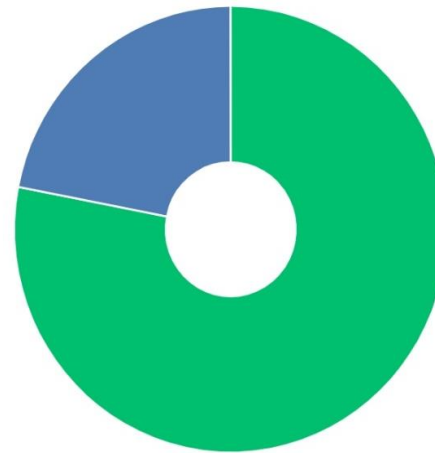
- A representative survey was conducted in order to capture staff's suggestions on the workplace.
- On the question "do you think UNDP Guinea-Bissau workplace allows good interaction and results, 62% responded negatively.



- On the question “Do you think sharing the same space with people working on the same area is an added-value”?

Surprisingly a significant majority (78%) agrees that the siloed space needs to be opened-up

5. Considera uma mais-valia partilhar o mesmo espaço com colegas que trabalham numa área semelhante?



Answered: 41

Skipped: 0

Sim	78.05%	32
Não	21.95%	9

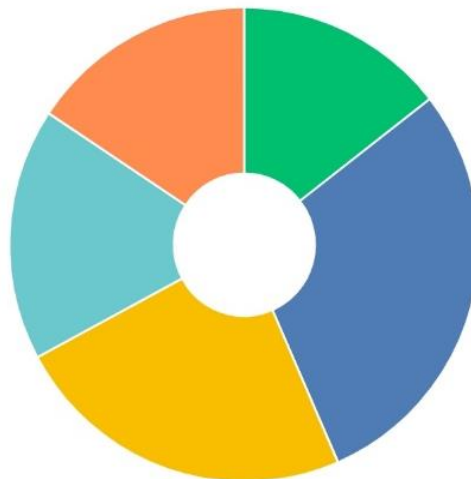
On the question "What do you consider more important in a work environment? "



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Ranked 1 being the most important and 5 the less

- 1: Teamwork
- 2: Partnership with other agencies
- 3: social aspect
- 4: creativity
- 5: Individual work



Average Rank		
Answered: 38 Skipped: 3		
	Average Rank	Row Total
Individual work	2.22	27
Teamwork	4.45	31
Creativity	3.63	27
Social aspect	2.64	28
Partnership with other agencies	2.4	30

Greening the Blue



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In accordance to UNDP's commitment to minimizing the environmental impact of its operations and organization-wide climate neutrality, UNDP Guinea-Bissau has been investing in greening the blue along with other agencies in the country.

As such, a solar energy system in UN House has been co-funded by UNDP and UNICEF and internal lights have been change to less energy consuming lights in UNDP premises.

This office reorganization plan fosters:

- The use of primarily local material and if possible products;
- Reduction of carbon emissions by avoiding transport;
- Better insulation
- Energy efficient lights and air conditioning
- The support of local economy by using local providers like carpenters and interior designers that have a preference for locally grown/produced solutions.
- Use local artist to paint the wall on SDG thematic



Developing talents for the institution and the country: people 2030 strategy



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- This office space reorganization plan is based on one of the people 2030 strategic focus area:
 - ✓ **TAKE CARE OF OUR PEOPLE** by:
 - ❖ Ensuring that UNDP personnel work in a safe and healthy environment, and that our duty of care as an employer contributes to their self-fulfillment and protects their dignity;
 - ❖ Promote team work and creativity;
 - ❖ Ensuring compliance with minimum working environment standards;
 - ❖ Promote the use of sustainable, 'green' practices in UNDP offices;
 - ❖ A review of the organizational approach to flexibility in the workplace with a view to ensuring that it is leveraged more strategically to increase productivity, work effectiveness, workload management, well-being, and ability to maintain a healthy work-life balance.



Proposal of the architect for the office space reorganization



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- UNDP will be occupying the 3rd and 4th floor of the UN house with in both floors, open spaces, meeting rooms, single offices for senior staff, creative space (themed on the SDGs) and a social space;
- Other agencies and institutions will be reallocated to have a common, uninterrupted space for UNDP on both floors;

4th floor



3rd floor



Proposal of the architect for the office space reorganization



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- There will be several meeting rooms with different sizes and capacities split on both the 4th and 3rd floor;
- SDG logos and wheel will be printed on wallpapers and carpets;
- For interior design, local designer and artists will be contracted;



Proposal of the architect for the office space reorganization

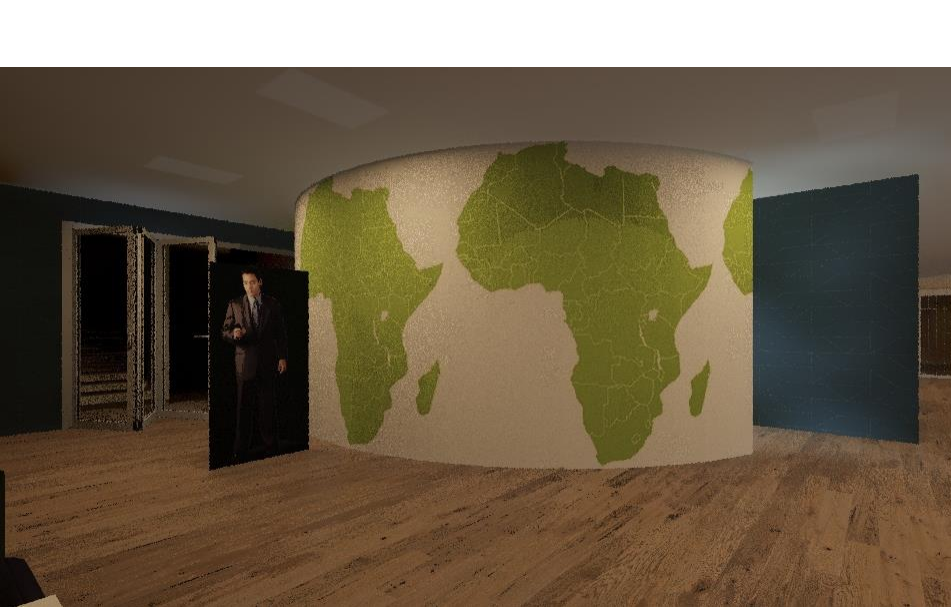


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For security reasons, a reception will be created with necessary control of access to UNDP premises.

- Access room

Reception



Proposal of the architect for the office space reorganization



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Creative Room:

- Space where ideas can float and prototypes created.



Proposal of the architect for the office space reorganization



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- Open Space in the 4th floor with SDG decoration on the wall
- Space will be visibly divided by 5Ps



**GREENING
THE BLUE.**



Proposal of the architect for the office space reorganization



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- 3rd floor open space: programme and operation will be physically together to provide for better collaboration



Budget

There are tow options for the budget with the difference of partial vs complete replacement of furniture:

Option A

Total estimate for work (BOQ)	46,466,595XOF Equiv. 78 759.61 USD
Total estimate for partial replacement of existing furniture	12,000,000XOF Equiv. 20 339.67 USD

With this option, the architect proposed work plan including the partial change of office furniture in a total amount of 58,466,595 XOF equivalent to USD99 099.28. This option indicates the partial replacement of the furniture, lamps and partial use of wallpaper

Budget



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Option B

Total estimate for work (BOQ)	79,267,795 XOF Equiv. 134 356.75 USD
Total estimate for partial replacement of existing furniture	35,000,000 XOF Equiv. 59 324.04 USD

The architect proposed the work plan for the targeted space including full replacement of office furniture in a total amount of 114,267,795 XOF equivalent to USD193 680.79.





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Conclusion on the budget

- The option A and option B difference is 94,581.51USD (193 680.79USD-99 099.28USD);
- The office will contribute in 2019 with 35.000 USD
- In the event that UNDP will purchase the complete replacement furniture, the office will benefit from tax exemption and cost will be much lower through purchase of some material that need to be imported;
- Purchase of complete replacement furniture will enhance harmonization of the furniture across UNDP Guinea-Bissau Country Office;
- The replaced furniture can be auctioned to generate more fund to support the open office space project implementation;
- The project will be implemented over two funding cycles with phase one in 2019 and concluding in 2020.

Resource Mobilization

Description	Contribution in USD
GNB CO	70 000 (35 000 per funding cycle)
Other partners (to mobilize)	123 681
Total contribution	193 681