



**UN EBOLA RESPONSE MPTF
ANNUAL PROJECT NARRATIVE REPORT
Year: 2017**

Project Number and Title: #00097555 Ebola Preparedness, Response and Recovery Support for the Resident Coordinator	PROJECT START DATE¹: 18-12-2015	AMOUNT ALLOCATED by MPTF <i>(please indicate different tranches if applicable)</i> \$695,527	RECIPIENT ORGANIZATION UNDP
Project ID: 00097555 (Gateway ID)			
Project Focal Point: Name: Tony Sisule ² E-mail: Departed from the UN System	EXTENSION DATE: 30-11-2017	FINANCIAL COMMITMENTS \$0	IMPLEMENTING PARTNER(S):
Strategic Objective (STEPP) SO# - multi-faceted preparedness Recovery Strategic Objectives RSO# - Description	PROJECTED END DATE: 17-04-2017	EXPENDITURES as of 31-12-2017 \$681,561.33	UN Country Team
Mission Critical Action MCA – MCA8 recovery and economy			
Location: Sierra Leone	Sub-National Coverage Areas: National (all districts)		
Report Submitted by:	Report Cleared by:		
<ul style="list-style-type: none"> o Name: Philip Dive for Tony Sisule o Title: Strategic Planning advisor / RCO o Date of Submission: May 2018 o Participating Organization (Lead): UNDP (RCO) o Email address: Philip.dive@one.un.org 	<ul style="list-style-type: none"> o Name: (Head of Agency) Sunil Saigal o Date of Submission: May 2018 o Participating Organization (Lead): UNDP Resident Representative o Email address: sunil.saigal@one.un.org 		

OUTPUT INDICATORS

Indicator	Geographic Area	Projected Target (as per results matrix)	Quantitative results for the reporting period	Cumulative results since project commencement (quantitative)	Delivery Rate (cumulative % of projected total) as of date
<i>Description of the quantifiable indicator as set out in the approved project proposal</i>					

¹ The date project funds were first transferred.

² Mr. Tony Sisule departed the month that the project closed, i.e. May 2017, without submitting the 2017 Annual Report. This report for Jan – May 2017 is being done post-facto by the RCO on his behalf.



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<p># of Ebola management coordination meetings held {Inter-Agency Rapid Response Technical Team and Public Health National Emergency Operations Centre (PHNEOC)}.</p>	National	12	38	51	425%
<p># of knowledge products (Resource mapping, Simulation Report, CPES analysis for UNCT, Ebola Results Group reports).</p>	National	3	3	4	133%
<p># of programme and policy consultations provided to UN and national institutions, including Office of National Security of Sierra Leone (presentation to PHNEOC, participation in Ministry of Health and Sanitation public health and all hazards risk assessment and participation in Disaster Risk Reduction policy consultations)</p>	National	5	2	3	60%
<p># of capacity assessment and capacity building events organized for national institutions and UN agencies-Inter-Agency</p>	National	2	2	2	100%



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and National Simulations					
# of Ebola Focal point and support team in place at an appropriate moment in the transition process	National	3	3	3	100%
EFFECT INDICATORS (if available for the reporting period)					

Formatting Instructions:

- The report should be between 5 and 7 pages. Please spell out all abbreviations and acronyms used in the report.
- Format the entire document using the following font: 12 point _ Times New Roman
- The report should be submitted in one single Word and one signed PDF file.
- Annexes can be added to the report, but need to be clearly referenced, using footnotes or endnotes within the body of the narrative.
- Photographs can be also shared in High Resolution format via Drop Box or Flickr

PROGRAMME REPORT FORMAT

EXECUTIVE SUMMARY

During 2016 the project supported the Resident Coordinator (RC) and the UN Country Team (UNCT) to coordinate their support to the Government of Sierra Leone as the country recovered from Ebola epidemic. During January, February, March and April 2017 the emphasis of the project widened in order to provide mechanisms to respond to all forms of hazards, including the re-emergence of Ebola, as well as building further on the Delivering-as-One theme. During this reporting period, i.e. January – May 2017, project assets were gradually transferred to UNDP and the two international project staff members departed from the project and the country, as planned in April and May. The project driver



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was transferred over to another UNDP project in May. The project was operationally closed in May 2017.

It was agreed by the UNCT that in the absence of the human capacities provided by this project that UN agencies will provide support, on a rotational basis for a six-month period each, a part-time focal point within the RCO for emergency coordination support. In addition, the RCO's Strategic Planning Advisor would liaise with the UNCT and regional emergency hubs to ensure information flowed in both directions. The two-mentioned emergency focal points keep the 'Interagency Ebola Response - No Regrets Plan', as well as the associated functional areas contact lists, updated. In the event of a new emergency the two focal points were ready to assist the Incident Coordinator and Incident Manager(s) in responding to an actual situation. WHO kindly volunteered to assume the coordination support focal point during the first six-month period / this reporting period.

During the reporting period no new Ebola cases were recorded in Sierra Leone. There was a large fire in Freetown during April 2017 resulting in the loss of 80 dwellings. Some of the emergency pillars were activated to assist the Government respond to that incident. The pillar focal points combined well to make a positive UN contribution.

Current Situation and Trend

After UNMEER, and then later OCHA, departed Sierra Leone following the end of the Ebola epidemic it was felt that the UN system needed to maintain a fulltime coordination and preparedness capacity located inside the RC's Office to keep the entire system vigilant. Through UN-wide simulation exercises, continuous liaison with Government ministries as well as China and USA CDCs and also a dozen INGOs the project contributed to the success of a sustained Ebola-free Sierra Leone after the epidemic had dissipated. The RC was kept well informed of the activities and capacities of the UN system and partners throughout 2016 and the first four months of 2017 through the project's two staff members. Overall disaster response coordination remained high and this momentum has been maintained after the project closed, and was further successfully tested during the mudslide and associated floods in August 2018.

Narrative section (About 1,000 words):

- **Key Achievements:** During the reporting period, i.e. January – May 2017 the following were achieved:
 - The project's tasks were handed over in an orderly manner to the UN Country Team just prior to the close of the project.
 - The project's assets were handed over in an orderly manner to UNDP.
 - The UN's Inter-Agency Ebola Plan entitled the 'No Regrets Approach' was functional and the contact lists up-to-date.



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- **Delays or Deviations** – There were no significant delays during the implementation of the project.
- **Best Practice and Summary Evaluation** – The in-house, constantly ready, stand-by capacity that this project provided sent an important message to the UNCT members that they could not relax following the official end of the Ebola epidemic. Fortunately, the Ebola Response No Regrets Plan was not activated during this project’s lifetime so it is impossible to judge its true impact, as is always the case with a ‘negative indicator’. Conversely, if Ebola had re-emerged in 2016 or 2017 and the UNCT was found to be unresponsive the direct and indirect fall out could have been very damaging. It is likely this scenario would not have happened due to the presence of the project.
- **Lessons learned** –
 - For a one-year project ‘staff Management costs’ and ‘Non-recurrent payroll’ were particularly high in relation to the project award because two internationals, a P5 and a P3, were appointed and repatriated at the start and end of a very short project period. Alternative contract modalities or in-house arrangements, may have led to a better project costs to staff costs ratio. It should be noted however that Trust Funds at their core exist to provide support to such activities, i.e. that are necessary but fall outside of the normal bi-lateral donor engagement.
 - The P5 project manager had experience of project management with UNICEF but not UNDP. It took a long time for the project manager to make the conversion from UNICEF’s project software (PROMS) to UNDP project software (ATLAS). In a one-year project there is no time available for such on-the-job training and therefore with hindsight proficiency in ATLAS should have been a listed skill in the job description.
 - The project was placed in the RCO and the RC was the direct supervisor of the project manager. This strategic decision had some advantages, but it also blurred the DG guidelines on the role of the RCO and it remains unusual for RCO to run projects and adopt an ‘operational’ role. The operational oversight was complicated as financially the project was placed inside a UNDP Cluster even though the Cluster Leader was not involved in the inception nor design of the project. Given the multiple and complex demands on the RC’s time and the initial non-involvement of the UNDP Cluster Lead, hence the need to catch-up in the early stages, coupled with the lack of inclusion of the Strategic Planning Advisor in the project’s chain of command, the wisdom of the placement in the RCO could be questioned.
- **Story from the Field** – Due to late reporting by people not managing the project as well as the reporting period, i.e. final four months during the drawdown and handover phase. it is difficult at this stage to provide a story from the field.