



**UNITED NATIONS DEVELOPMENT GROUP
IRAQ TRUST FUND**

Programme Cover Page

Participating UN Organisation(s):
UNOPS

Sector Outcome Team(s):
Protection – Mine Action

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Programme Title:
Support to the Government of Iraq's Capacity Development for Mine Action

Programme Number:
A7-06

Programme Description (limit 1,000 characters):
This project aims to increase and improve the operational capacity of the Government of Iraq's Mine Action Programme and increase the capacity of the government institutions (General Directorate of Mine Action, Iraqi Kurdistan Mine Action Authority, Regional Mine Action Centre South) to address the needs of communities and vulnerable groups affected by landmines and other explosive remnants of war. The project will provide technical support and the required equipment and training, in order to increase their operational capacity to conduct mine action activities such as operations planning, tasking, and prioritization. This project complements the larger Programme of the GoI and the ongoing support of UNDP in Mine Action, by providing necessary inputs not provided under the ongoing initiatives.

Programme Costs:		Programme Location:	
UNDG ITF:	\$993,000	Governorate(s):	Baghdad, Erbil, Sulymanieh and Basra
Govt. Contribution:			
Agency Core:		District(s):	
Other:			
TOTAL:	\$993,000		
		Town(s)	Baghdad, Erbil, Sulymanieh, Basra

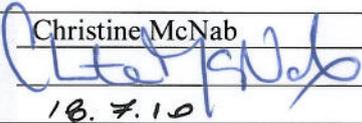
Govt of Iraq Line Ministry Responsible:
Ministry of Environment / Directorate for Mine Action

Programme Duration:
Total # of months: 12
Expected Start date: 01 July 2010
Expected End date: 30 June 2011

Review & Approval Dates

Line Ministry Endorsement Date:	12 October 2009
Concept Note Approval Date:	19 November 2009
SOT Approval Date:	06 May 2010
Peer Group Review Date:	24 May 2010
ISRB Approval Date:	22 June 2010
Steering Committee Approval Date:	27 June 2010

Signatures of Agencies and Steering Committee Chair

I.	Name of Representative	Roswitha Newels
	Signature	
	Name of Agency	Director NAO
	Date	8 July 2010
II.	Name of Steering Committee Chair	Christine McNab
	Signature	
	Date	18.7.10

National priority or goals (NDS 2007- 2010 and ICI):

NDS: Pillar III "Improving the quality of Life", point 6 "Accelerating demining actions".

ICI Benchmarks (as per the Joint Monitoring Matrix 2008):

4.4: Human development and Human Security: Protect the citizens, improve their wellbeing and productivity and mobilise Iraq's human capital as the key ingredient for sustainable development

Sector Team Outcome(s):

Outcome 1: An environment for improved protection of civilians based on human rights standards in place throughout Iraq

Joint Programme/Project Outcome(s):

An environment for improved protection of civilians based on human rights standards in place throughout Iraq

**Detailed Breakdown of Budget by Source of Funds and
Distribution of Programme Budget by Participating UN Organisation**

Participating UN Organisation	Portion from ITF Budget (US \$)
UNOPS	\$993,000
Total ITF Budget (US \$)	\$993,000

Total budget (in US \$):	\$993,000
Sources:	
• Government	\$ _____
• ITF (earmarked) (Rep of Korea)	\$993,000
• ITF (unearmarked)	\$ _____
<u>UN Core/non-core sources</u>	
• UN Org (specify:)	\$__
• UN Org (specify:)	\$ _____
• UN Org (specify:)	\$ _____

1. Executive Summary

As part of the Government of Iraq's Mine Action Programme for Iraq, this project would complement the ongoing efforts of the UN Mine Action Team by providing necessary institutional development support to the following government institutions at the national and sub-national levels: General Directorate of Mine Action (GDMA), the Iraqi Kurdistan Mine Action Authority (IKMAA), and the Regional Mine Action Centre- South (RMAC-S), all of which fall under the aegis of the Directorate of Mine Action (DMA) within the Ministry of Environment (MoEnv). The provided technical support (equipment and necessary training on its use) to these national institutions will increase their institutional and operational capacities to conduct mine action activities such as operations planning, tasking, and prioritization. There is an urgent need to make and equip the Government (MoEnv, MoD, and DMA) to become responsible for tasking and prioritisation of clearance activities and formalising and standardising the process as currently it is being done on an ad hoc basis. The Government has launched in February 2010 a three year national strategic plan for Mine Action, and this project will contribute to its effective implementation. The equipment provided will also equip the DMA and related institutions to conduct quality assurance and sign off on cleared lands.

There is also a great need to increase the number of national operators and deminers to address the nearly 25 million mines existing in Iraq as declared by the MoEnv, and provide the necessary equipment and training for new operators. There is an on-going collaboration and cooperation coordinated by MoEnv and supported by UNDP between the different mine action institutions and NGOs, with the more experienced ones providing training to the less experienced ones. This project will be instrumental in providing the necessary support. Moreover, previous experience has shown it is more feasible to train operators inside Iraq due to cost effectiveness and similar terrain conditions than to arrange courses outside of Iraq. The equipment and training courses will be specifically tailored to support these institutions to efficiently perform under the Iraq Mine Action Strategy.

Thus and as part of the overall Iraqi Mine Action programme, UNOPS will be providing the equipment to complement the ongoing projects managed by UNDP, to be a part of the operational capacity building of GDMA, IKMAA, RMAC, and MoEnv, under whose mandate mine action has been placed. The UN is the best placed institution to conduct this programme, as UNDP has the technical knowledge and expertise manifested in the Mine Action team, and UNOPS has the experience and capacity in procurement management. UNDP has been working with the Iraqi Government to support their drafting of the national strategy for mine action, the national standards and the regulatory framework and policies related to mine action and in also strengthening the mine action related institutions and staff. UNOPS will be supporting UNDP in this regards, through an agreement to complement the UNDP's programme by providing the required equipment.

The implementing partners are the MoEnv-DMA, GDMA, IKMAA, and RMAC as the national counterpart. The work of all the implementing partners would be coordinated by MoEnv-DMA. The combined effort will lead to efficient implementation and delivery of results. The increased efficiency resulting from the equipment provided will result in better prioritisation and coordination leading to better response to the Ottawa treaty conventions of having Iraq free of landmines by 2018.

The UNOPS Mine Action Unit (MAU) in New York will procure and deliver the equipment. UNOPS MAU has the required expertise and resources to be able to purchase mine action specific equipment in short period of time and competitive prices. The UNOPS MAU has an established network of vendors and suppliers of mine action equipment often at special rates in accordance with quantities purchased for UNOPS implemented mine action programmes worldwide. The UNOPS activities will be implemented with the resources provided under this project.

Upon delivery of the equipment by UNOPS, UNDP will coordinate the delivery of the training for the national counterpart in its use. This will be done as a part of the overall effort, through UNDP's own resources. UNDP will work with the national counterpart to ensure the equipment is put to good use and in accordance with national demining priorities and national mine action implementation plan.

The training to the national counterparts will be funded by UNDP's own resources and provided by UNDP or iMMAP which is a US based NGO providing IMSMA support to MoEnv and GDMA.

The short term result will be an improvement in national capacity in provision of tools required for more effective work. In the medium and longer term, through provision of training it is expected that the beneficiary governmental organizations and departments will be able to better perform in their respective mandates and roles.

2. Situation Analysis

Gradually emerging from years of conflict, Iraq is challenged through the presence of large numbers of Explosive Remnants of War such as landmines and UXO contamination. According to the Iraqi Landmine Impact Survey conducted between 2004-2006 in 13 out of 18 governorates, 1,622 communities nation-wide were found to be affected with 3,673 separate areas suspected of being contaminated or hazardous. In total, it is believed that 1,730 km² of land are contaminated, impacting the livelihoods and safety of more than 1.6 million Iraqis. Moreover, according to the same survey, a total of 577 recent victims were recorded. Of these, 99 percent were civilians, with 43.9 percent being the breadwinners of their families, 45.7 percent between 15 and 29 years of age, and 23.9 percent children under the age of 14 years. Also as indicated in the “Overview of Landmines and Explosive Remnants of War in Iraq”, UNDP/UNICEF 2009, “(I)t is estimated that 1,730 square kilometres of land are contaminated by explosive remnants of war, impacting the livelihoods and safety of more than 1.6 million Iraqis. Twenty million landmines and 50 million cluster bombs still pose dangers, making Iraq one of the most contaminated countries in the world”.

Iraq became the 155th State Party to the Convention on the Prohibition of the Use, Stockpiling, Production and Transfer of Anti-Personnel Mines and on Their Destruction, when the accession was signed on 15 August 2007, and the Convention entered into force for all of Iraq on 1 February 2008. The commitment calls for the clearing of land mines from mined areas within 10 years (i.e. by February 2018). The Government of Iraq (GoI) is very committed to meeting this deadline. Iraq’s delegates addressed the 9th meeting of the States Parties to the Convention during 24-28 November 2009 in Geneva, restating their commitment but recognizing also impediments such as security concerns that affect clearance progress. In this regard the GoI called for the continued support and assistance of the international community including donors, NGOs and the UN Agencies. The achievement of this goal would require more clarity on the institutional and regulatory framework and a significant increase in the capacity of the respective authorities. UNDP worked with the Iraqi Government to support their drafting of: the national strategy for mine action launched in February 2010; the national standards, out of which 11 have already been drafted, and; the regulatory framework and policies related to mine action, while also strengthening the mine action-related institutions and staff.

Since 2004 and as part of a UN Mine Action team composed of UNDP, UNICEF, WHO, and UNOPS, the Mine Action programme has been supporting the GoI and its Mine Action authorities by focusing on two areas of intervention, namely: institutional development of a regulatory coordination framework and operational capacity development. UNDP’s inputs to the programme comprise interventions such as institutional development support; operational capacity building - which includes clearance, demining, and victim assistance; and advocacy and coordination. These projects have concentrated on the provision of technical advisory support to the Government of Iraq, mainly to the Directorate of Mine Action (DMA), within the Ministry of Environment, and the Regional Mine Action Centre in the South (RMAC), and on establishing a model victim assistance project in the North to be replicated in the future in the whole of Iraq.

Since the MoEnv officially took over the Mine Action responsibility in April 2008, the Government’s commitment and involvement in Mine Action is stronger than ever. Still, due to several reasons such as the continued delay in appointing the Director General, the intervention by the Ministry of Defence (MoD) which caused a hold on all clearance operations for more than eight months, and non-existence of a legal framework, the Directorate of Mine Action (DMA) has shown a little progress on their reform and not been able to fulfil its responsibility.

UNDP is currently working with the MoEnv to address this and a Memorandum of Understanding (MoU) was signed in July 2009 between the MoEn and the MoD stating the roles and responsibilities for mine action coordination in Iraq. Both ministries have formed a Working Committee (also including representation of the Ministry of Interior) which is currently working on developing the finer details of the MoU. An Iraq interim strategy for mine action for the next three years has also been drafted.

On the other hand and according to UNDP estimates, the number of trained, equipped and mobilized deminers and operators would need to be increased to more than sixty times the current number. Since taking over responsibility for mine action in Iraq April 2008, the MoEnv has successfully met the first obligation under the Ottawa Convention by submitting the Annual Transparency report as per Article 7 of the Convention by the deadline of 180 days after the entry into force of the Convention. The UNDP mine action programme supported the Ministry in this exercise by providing a Technical Advisor to assist them in this process, and continues to provide support to the Government of Iraq to fulfil its obligations.

There are currently 300 deminers active in the central and southern Iraq. The estimated demining capacities are far from meeting the requirements of the Anti-Personnel Mine Ban Convention by 2018. Since the Ministry of Environment officially took over the Mine Action responsibility in April 2008, the Government's commitment and involvement in Mine Action is stronger than ever and the UN Mine Action team is committed to providing the needed support.

The GoI's Mine Action Programme is ongoing and has secured funding until 2012 with continued interest from donors. UNDP received additional funding in late 2009 to fund institutional capacity building activities, and continues to collaborate with WHO on victim assistance. UNDP is addressing these critical issues through its current mine action programme and in close cooperation with the national mine action authorities and the Iraqi Government. The proposed project, therefore, will complement this larger programme by filling an essential equipment requirement critical to expanding the GoI's capacity to address the critical issue of mine clearance.

There has been previous experience in collaboration between UNDP and UNOPS and this project will build on upon the results of the four UNDG ITF projects undertaken in Iraq by UNDP and UNOPS, namely: "Explosive Ordnance Disposal Capacity Building and Clearance in Southern Iraq"; "Support to the Iraq – Kurdistan Mine Action Centre"; "Mine Action Capacity Development/Local NGO 1", and; "Support for Rural Development and Safer Environment through Mine Action".

As an example of complementarities between these projects, a project conducted by UNOPS in the north supported the capacity building of the Iraq Kurdistan Mine Action Centre (IKMAC) now renamed as Iraq Kurdistan Mine Action Authority (IKMAA) to conduct clearance and other mine Action activities and conduct quality assurance and control in cooperation with the government. This successful cooperation will now be repeated through this project with the other governmental Mine Action institutions to enable them to be on the same level of capacity and expertise in order to cooperate together to fulfil the obligations of the Ottawa treaty.

The interventions funded by the UNDG-ITF starting from 2004 have specific aims, as each one is designed to address a specific need in the implementation Mine Action programme in Iraq. They also complimented the bilaterally funded projects being implemented under the programme by UNDP such as a project funded by the governments of Italy and Japan, and the EC that dealt with the capacity building of governmental agencies and institution and supports setting policies and regulations through the provision of direct technical advice for the Mine Action line Ministries.

3. Lessons Learned, NDS and ICI Relevance, Cross-Cutting Issues, and Agency Experience in Iraq/in the Sector

Background/context:

The project contributes towards target 7a of MDG goal 7 "Integrate the principles of sustainable development into country policies and programmes; reverse loss of environmental resources", and target 7 of goal 8: "In cooperation with the private sector, make available the benefits of new technologies". In relation to the NDS, the project addresses Pillar III "Improving the Quality of Life", point 6 "Accelerating demining actions.

This project is being executed by UNOPS as UNOPS has the expertise and capacity to conduct mine action equipment procurement through the dedicated mine action specialized personnel in the UNOPS Mine Action Unit in New York and an established vendor database that UNOPS MAU is able to utilise and thereby obtain equipment at competitive rates. UNOPS will procure the equipment to complement the ongoing programme managed by UNDP, as part of the operational capacity building of GDMA, IKMAA, RMAC, MoEnv and MoD.

Lessons Learned:

In the implementation of this project UNOPS will follow the strategy, practices and procedures that have proven successful in the past for procurement and delivery of mine action equipment to Iraq. Given the concise nature of this procurement intervention, the design of the project replicates what has been done in the past.

Assessment of Cross-cutting Issues:

Human Rights: While this project will not directly address any human rights challenges in Iraq, it will contribute to the demining activities, which serve to ensure that each individual has the right to live free from fear of death and disability. Mine action bolsters the United Nations' broader efforts to encourage compliance with international human rights norms

and standards and foster the promotion, protection and realization of people's rights. There are six international human rights treaties relevant to mine action.

Gender equality: Improving the livelihood of the affected communities by returning safe and cleared land will benefit everyone. Men, women, boys, and girls will benefit indirectly from the project as it will address the issue of contamination which affects their normal way of living. In Iraq's rural communities women often work in agriculture activities alongside the men especially when their families own the land and are therefore equally exposed to the risks of contamination and injury. Children are also victims of unexploded ordinance (UXO) and landmine contamination and although this project does not directly address these issues, it indirectly addresses them through the improved capacity and in prioritizing clearance, land release and Quality Assurance, and overall coordination.

Key environmental issues: Mitigation of the environmental impact of landmines and other Explosive Remnants of War (ERW) is one of the direct results of demining, and therefore a direct positive effect on the environment. Associated environmental impact issues such as surface and groundwater quality, wildlife/habitat issues, erosion reduced, and protection of sites of archaeological and cultural significance will be indirectly addressed by the project, but are addressed in national mine action standards and policy documents.

Employment generation: Although the project will not directly result in any new employment opportunities, the programme provides employment security for the staff of the regional mine action agencies through the additional set of skills that they will acquire. Ultimately there may be further indirect employment benefits as contaminated land is cleared and economic development is able to take place

Agency Experience in Iraq/in the Sector:

UNOPS has been collaborating with UNDP since 2004 on several projects that support the GoI and its Mine Action authorities, through four UNDG ITF projects which mainly concentrated on capacity building of mine action operators in the north and south of Iraq, through the provision of equipment and training to national regional governmental institutions and NGOs. As the focus of this project is the procurement of equipment and training services, UNOPS is well placed to undertake the activities, as it has served UNDP and other UN entities operational in Iraq with such services.

4. The Proposed Programme

As part of the overall Iraqi Mine Action programme, UNOPS will be procuring the equipment and technical training expertise to complement the ongoing programme managed by UNDP, as part of the operational capacity building of GDMA, IKMAA, RMAC, MoEnv and MoD. UNOPS is specialized in procurement management and has the experience and the capacity in mine action procurement. In addition, as UNOPS is engaged in procurement of mine action equipment for several mine action programmes, UNOPS is able to obtain equipment at very competitive rates from standard suppliers.

The proposed project will add a complementary component to the UNDP programme, focusing on operational capacity building. It will build upon the results of the four UNDG ITF projects undertaken in Iraq by UNDP and UNOPS, namely:

- “Explosive Ordnance Disposal (EOD) Capacity Building and Clearance in Southern Iraq”;
- “Support to the Iraq – Kurdistan Mine Action Centre”;
- “Mine Action Capacity Development / Local NGO 1”;
- “Support for Rural Development and Safer Environment through Mine Action”

UNDP has been the lead agency for Mine Action in Iraq among UN Agencies since January 2004 and plays a coordination role in addition to supporting the Government and national Iraqi NGOs. UNDP considers strengthening national capacities to counter the threat of explosive remnants of war to be most important, and sees that a sustainable programme should be implemented by the Government and people of Iraq. Meanwhile, it has recognized the present limited capacity on the ground and realised that such a gap needs to be filled until the Government and Iraqi national organizations can fully take up the responsibility.

Mine Action in Iraq involves a number of key stakeholders from the GoI and the UN and other actors from the international community.

On the Government side, the MoEn is primarily responsible for the coordination of all mine action activities in Iraq and determining the policy and strategy. This responsibility was officially transferred from the Ministry of Planning and Development Cooperation to the MoEnv in April 2008. The MoD and the MoI also have roles within the national programme. The division of responsibilities between the different ministries was defined in a MoU signed on 4 July 2009 between the MoEnv and MoD. The responsibilities of the MoEnv are to: (a) plan and coordinate with UN, donors, other ministries, NGOs and commercial demining companies; (b) coordinate with UN and international organizations on training of military and civilian staff and obtaining up-to-date equipment; and (c) provide MoD with detailed information on all demining activities that have taken place in the past by non-military organizations. The responsibilities of the MoD are to: (a) plan and implement survey, demarcation and clearance of minefields; (b) receive and destroy all mines and UXO removed in accordance with International Mine Action Standards; (c) import explosives to be used for demolition; (d) provide protection to civilian and military demining activities; and (e) provide MoEnv with detailed reports on all demining activities that have taken place in the past as well as the operations in the future. The major responsibility of the MoI is security check and approval of civilian demining organizations (both humanitarian and commercial) according to the MoU between MoEnv and MoD.

The Directorate of Mine Action (DMA) is the Governmental focal point for Mine Action in Iraq and falls under the aegis of the MoEnv. It includes staff from the previous National Mine Action Authority (NMAA) transferred from the Ministry of Planning and Development Cooperation to the Ministry of Environment in April 2008. The major roles and functions of the DMA are: accreditation, coordination, quality assurance / control, resource mobilization, public information and information management, procurement, and inter-governmental liaison, and planning.

The United Nations Mine Action Team with UNDP as the lead agency supported by UNICEF, WHO, OCHA, UNOPS and other agencies have been providing the Government of Iraq with institutional development and operational capacity building support. The major role of the UN is to strengthen the capacity of the Government of Iraq and link Iraq to the global Mine Action networks. It also has a major role to play to support Mine Action NGOs when they need bridges to the Government and donors.

UNDP Mine Action programme currently focuses on two areas: (1) institutional capacity building support to the Government Mine Action agencies, especially to establish a legal framework and coordination mechanism, and (2) operational capacity development in clearance and Victim Assistance by creating and supporting local NGOs. This project will be supporting the capacity building of the governmental institutions

Implementation strategy

While UNDP is working with the MoEnv and DMA to develop Iraq Mine Action regulatory structure such as rules, regulations and national standards, through the provision of technical advisory support through its Senior Mine Action Advisor and Senior Mine Action Consultant and other technical staff, it also continues to support the needs to build up and develop the DMA and other governmental mine action institutions to carry out their functions efficiently and to be able to implement the recently developed Iraq Mine Action strategy. This was done through the identification of the functions of these organisations and their needs in order to do so out of which the main function to be identified was the coordination, and supervisory role, in addition to the quality control function over implementing national and international organisations and NGO. In response to the need assessment a number of issues emerged to be addressed, mainly the lack of necessary equipment and local trained capacities to run and maintain them.

Therefore, under the proposed project, UNOPS will procure the necessary equipment and the training in order to support the DMA link to other agencies and governmental institutions in order to have the overarching supervisory function and lead the implementation of the Iraq Mine Action Strategy. To that end, UNOPS will undertake the following steps:

The UNOPS Mine Action Unit Procurement Specialist, with input from the UNOPS Senior Technical Advisor will work with the national authorities to develop the list of needed equipment based on needs assessments conducted by the relevant authorities.

The UNOPS Mine Action Unit Procurement Specialist, with input from the Senior Technical Advisor will draft specifications for the equipment, to be reviewed and cleared by the national authorities.

Once the list is finalised, UNOPS will then identify vendors and conduct the procurement bidding exercise. When the procurement exercise and evaluation of proposals is completed, UNOPS will proceed to order the required equipment.

The UNOPS Mine Action Unit Procurement Specialist will monitor the performance of vendors and suppliers to ensure quality and timeliness. Reports on the progress will be shared with the national counterparts as well as UNDP as part of the overall monitoring of the project. Any delays will be assessed to determine the best action to expedite the process. The UNOPS Procurement Specialist will ensure that the procured equipment is delivered within the established timeframes and compliant with the quality standards defined. This process will be closely coordinated to ensure that the training being provided by UNDP is undertaken in a timely fashion after the equipment has been received and, as needed, installed.

UNOPS will ensure that the handing over of the equipment is done in a coordinated fashion with the recipient officials/institutions and that the necessary documentation is completed.

With the procurement and delivery of the equipment items and its accompanying training related to its operation, it is expected that the beneficiary governmental organizations and departments will be able to better perform in their respective mandates and roles.

It is anticipated that the activities will be integrated into the overall framework of operations within the UNDP programme, and as such, the relevant responsible parties will be engaged throughout the implementation of the project.

5. Results Framework

Table 1: Results Framework and Indicators

Programme Title:	Support to the Government of Iraq's Capacity Development for Mine Action						
NDS/ICI priority/goal(s):	Pillar III "Improving the Quality of Life" point 6 "Accelerating Demining Actions" ICI Benchmarks (as per the Joint Monitoring Matrix 2008): 4.4: Human development and Human Security: Protect the citizens, improve their wellbeing and productivity and mobilise Iraq's human capital as the key ingredient for sustainable development						
UNCT Outcome	Strengthened protection systems and services.						
Sector Outcome	An environment for improved protection of civilians based on human rights standards in place throughout Iraq						
JP Outcome 1	An environment for improved protection of civilians based on human rights standards in place throughout Iraq			NDS / ICI Priorities: Same as above			
JP Outputs	UN Agency Specific Output	UN Agency	Partner	Indicators	Source of Data	Baseline Data	Indicator Target
JP Output 1: National mine action organisations have improved institutional and operational capacities to undertake mine action activities.	National mine action organisations have improved institutional and operational capacities to undertake mine action activities.	UNOPS	UNDP	List of equipment for mine action delivered Number of staff trained and able to use mine action equipment (demining and mine action information management equipment) Percentage of trainees fully satisfied with the quality of the training in terms of relevance	Records from the national mine action authorities Training Report Post training participants' assessment	No 0 NA	Yes TBD 80%

6. Management and Coordination Arrangements

As this project falls within the framework of a larger programme, it is not necessary to develop any additional coordination or management structures. The nature of the project requires close coordination between UNOPS and UNDP, as well as between UNOPS and the national counterparts.

The project will be managed and executed by UNOPS. UNOPS will assign a part-time international Mine Action Procurement Specialist to this project, based in UNOPS MAU/New York, who will be responsible for the procurement processes (tendering and contracting), and for monitoring the performance of vendors. He will be supported by the international Senior Technical Advisor, also in UNOPS MAU, who will provide technical guidance and advice on mine action equipment specifications. As required, an international Portfolio Manager in UNOPS MAU will oversee and coordinate the overall implementation and narrative and financial reporting on project progress. With the exception of the MA Procurement Specialist, all UNOPS support will be provided from agency resources.

For this specific project, the executing agency is UNOPS North America Office, Mine Action Unit based in New York. UNOPS MAU through its dedicated staff mentioned above will be the responsible party for the procurement processes (tendering and contracting), the monitoring the performance of vendors and suppliers, and the narrative and financial reporting on project progress. The UNOPS MAU will request support from the UNOPS Regional Office in Amman, if needed, for local contact, assistance with local procurement of certain supplies and customs clearances.

The UNOPS Portfolio Manager will be responsible for management of activities related to this project with Iraqi Ministries and departments involved in mine action. In this respect, the UNOPS Portfolio Manager will coordinate through the Programme Officer in UNDP, as Lead Agency for Mine Action in Iraq, to facilitate and coordinate the results to address the needs of the national governmental institutions to ensure that personnel of the beneficiary institutions are properly trained in the utilization of the equipment provided.

The UNOPS PM and the UNDP Programme Officer will hold bi-weekly conference calls to coordinate and discuss any pending issues. If there is a need to communicate more frequently during certain periods of the project, the schedule will be amended accordingly. The UNDP Programme Officer will also be copied on all reports pertaining to the project and will provide input if required.

Given the nature of this project, it is not expected that the role of the national counterparts will extend beyond the consultative process related to identification of the necessary equipment and its specifications, as well as the selection of staff to receive the training.

7. Feasibility, Risk Management and Sustainability of Results

Projects that support the procurement of assets always face the challenge of sustainability, as there is the risk that the proper use and maintenance will not be observed. However, the fact that this project falls within the scope of a larger and therefore longer term programme will serve to ensure its sustainability through capacity development for the addressing of mine action nationally. The fact that the identification of the equipment is undertaken in partnership with those who will be responsible for its use and maintenance will strengthen the sense of ownership and therefore possibly extend its utility.

Although the security situation is relevant, it should not have any major impact on this project. There is a risk that there may be delays in the delivery and clearance process for the procured goods. However, UNOPS Mine Action Unit works with known international vendors who are familiar with the process, there therefore it is not anticipated that this will be a major issue. While there may be some additional costs related to security, insurance and transport, this is expected. UNOPS will work with the national authorities and UNDP should there be any issues that require intervention. The overall impact on the success of the project from this risk is considered to be low to moderate.

8. Monitoring, Evaluation, and Reporting

The UNOPS Portfolio Manager (Project Manager) will monitor the performance of vendors and suppliers throughout the duration of the project from selection to implementation through to delivery in order to ensure high quality of products, comparative procurement and delivery with minimal delay. The UNOPS will ensure that the equipment was handed over to the appropriate authorities and confirmation of this will be reflected in the narrative report.

Reporting

Reporting will be in accordance with UNDG ITF rules and regulations in addition to UNOPs rules and regulations. Accordingly, all financial reports, annual narrative progress reports, quarterly fiches, and project completion report will be prepared and directly submitted to the MDTF office.

The UNOPS Portfolio Manager will be responsible for the provision of annual narrative progress reports no later than three months after the end of the applicable reporting period. The reports are prepared in accordance with UNDG ITF report guidelines. Annual financial reports will be provided no later than four months after the end of the applicable reporting period;

The final consolidated narrative and financial reports, after the completion of the project activities, will be provided no later than 30 April of the year following the financial closing.

The final Certified Financial Statement will be provided no later than 30 June of the year following the financial closing of the Project.

9. Work Plan and Budget

Work Plan for: Support to the Government of Iraq's Capacity Development for Mine Action

Period Covered: 15 May 2010 – 14 May 2011

Sector Outcome (s): An environment for improved protection of civilians based on human rights standards in place throughout Iraq							
Outcome 1: An environment for improved protection of civilians based on human rights standards in place throughout Iraq							
UN Organization-specific Annual targets	Major Activities	Time Frame (by activity)				Implementing Partner	PLANNED BUDGET (by output)
		Q1	Q2	Q3	Q4		
Output 1: Equipment necessary for the improved efficiency of the national mine action organisations is procured and delivered, and employees trained in its use.							
UNOPS	Develop Specifications	X				UNOPS / DMA	
	Research/ identify vendors	X				UNOPS	
	Conduct procurement process		X			UNOPS	
	Conduct Evaluation		X			UNOPS	
	Award contracts			X		UNOPS	
	Purchase and ship equipment				X	UNOPS	
	Deliver and handover equipment				X	UNOPS	
Total UNOPS							\$993,000
Total Planned Budget							\$993,000

Budgets:**PROGRAMME BUDGET**

PROGRAMME BUDGET		ESTIMATED UTILIZATION OF RESOURCES (US\$)	
CATEGORY	AMOUNT (US\$)	2010	2011
1. Supplies, commodities, equipment and transport	844,687	844,687	0
2. Personnel (staff, consultants and travel)	45,532	34,149	11,383
3. Training of counterparts	0	0	0
4. Contracts	0	0	0
5. Other direct costs	44,369	33,277	11,092
Total Programme Costs	934,588	912,113	22,475
Indirect Support Costs	58,412	57,007	1,405
TOTAL	993,000	969,120	23,880

Explanation of UNOPS budget components:

1. Equipment to be purchased for national mine action authorities as follows: mine clearance equipment, personal protective equipment, vehicles, communications and GPS equipment, Information Management System for Mine Action (IMSMA) equipment, medical equipment;
2. Services of a mine action procurement / technical specialist, 25% time / annually prorated
3. N/A
4. N/A
5. Other costs as applicable for security (2% of project budget) and other msc costs such as customs clearance, storage and msc services in support of project activities (3% of project budget).

Indirect support costs @ 6.25% of total amount.

Annex A: Agency Project Status Profile

UNOPS does not have any ongoing projects in the Protection Sector.

Sl. #	Project ID #	Project Title	Total Budget (US\$)	Implementation Rate (% complete)	Commitments (% as of ____)	Disbursements (% as of ____)	Remarks
		TOTALS (US\$)					