

Annual Work Plan (Jan. 2011 - June 2012)

Support for Parliamentary Democracy in Bhutan

UNDAF

UNDAF Outcome:	4. By 2012, Institutional capacity and people's participation strengthened to ensure good governance. (MDG 1, 3, 8)
Expected CT Outcome:	4.3 Capacity of key institutions to support parliamentary democracy strengthened.
Expected CT Outputs:	4.3.1, 4.3.2, 4.3.3, 4.3.4
Implementing partners:	Royal Court of Justice (RCJ); National Assembly (NA); National Council (NC); Election Commission of Bhutan (ECB); Department of Local Governance (DLG), National Commission for Women and Children (NCWC), Bhutan Centre for Media and Democracy (BCMD)

NARRATIVE

- Summary of results:** With the implementation of the AWP the: a) The institutional capacity of the parliament will be strengthened for efficient and effective legislative function; b) Electoral system in place for local government elections; c) Capacity enhanced for inclusive democratic governance and rule of law; d) CSO capacity strengthened for media development and civic education among the youth, general public and the communities.
- In collaboration with implementing partners (IPs) and UN agencies, the Gross National Happiness Commission coordinates the overall AWP implementation and progress review through quarterly, mid-year and annual review meetings. The IPs are responsible for ensuring the achievement of AWP results through day-to-day management, implementation, monitoring of the activities, proper use of funds and submission of quarterly financial and progress reports. The UN agencies are responsible for monitoring, timely release of funds, and technical support to implementation.
- The partners adopt HACT procedures for fund request, release and reporting. Quarterly Direct Cash Transfer modality is applied and Reimbursements or Direct Payment when necessary with prior agreement between all the parties. Assurance activities such as joint field monitoring, spot checks and scheduled audits will be conducted after agreement with the GNH Commission and the IP based on the micro-assessment recommendations.

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Support for Parliamentary Democracy in Bhutan

Programme Period: 2008-2013

Programme Title: Strengthening Capacity of Key Institutions to Support Parliamentary Democracy

Work Plan Title: Support for Parliamentary Democracy in Bhutan

Budget Code:

Duration: 18 Months (Jan 2011—June 2012)

Estimated 18 months budget: US\$ 541,995

Allocated resources:

- ▶ UNDP 2011 (RR - \$134,630) : UNDP 2011 (OR - \$172,900)
 - ▶ \$ 18,930 (RCJ) : \$149,300 (BCMD)
 - ▶ \$ 64,500 (NA & NC) : \$23,600 (NA & NC)
 - ▶ \$ 51,200 (ECB)
- ▶ UNDP 2012 (RR - \$ 5000 for ECB)
- ▶ UNICEF 2011 (\$ 55,000)
 - ▶ \$ 30,000 (RCJ)
 - ▶ \$ 25,000 (NC & NA)
- ▶ UN Women 2011 (\$ 140,000): 2012 (\$ 38,770)
 - ▶ \$ 75,000 (DLG) : 2012 - \$ 13,770 (DLG)
 - ▶ \$ 60,695 (NCWC) : 2012 - \$25,000 (NCWC)

Agreed by Implementing Partners:

Dasho Kunzang Wangdi
Chief Election Commissioner
Election Commission of Bhutan
Date: 28/2/11

Mr. Dorji Norbu
Director
DLG, MoHCA
Date: 1/3/11

Dasho Pema Wangchuk
Director
BNLI, Royal Court of Justice
Date: 28/2/11

Mr. Nima Tshering
Secretary General
National Assembly
Date: 24/2/2011

Mr. Tshewang Norbu
Secretary General
National Council
Date: 28/2/2011

Mr. Norbu Gyeltshen
Oftg. Executive Director
NCWC
Date: 28/2/11

Ms. Siokslan Pek Dorji
Executive Director
BCMD
Date: 2/3/11

Agreed by the Royal Government of Bhutan:

Dasho Penden Wangchuk
Chairman, CSO Authority
Min. of Home & Cultural Affairs
Date: 1/3/2011

Mr. Karma Tshiteem
Secretary
GNH Commission
Date: 29/2/11

Agreed by UN Agencies:

Ms. Claire Van der Vaeren
UN Resident Coordinator
UNDP Res. Representative
Date: 17/2/11

Ms. Gepke Hingst
Representative
UNICEF
Date: 25/02/2011

Ms. Anne F Stenhammer
Regional Programme Director
UN Women SARO
Date: 24/2/2011

EXPECTED CP OUTPUTS and indicators including 18 months' targets	PLANNED ACTIVITIES List all activities including M&E to be undertaken during the year towards stated CP outputs		TIMEFRAME						RESPONSIBLE PARTY		Source of Funds	Budget Description	PLANNED BUDGET				
			2011				2012		Implementing Partner	UN			Amount (US\$)				
			Q1	Q2	Q3	Q4	Q1	Q2					2011	2012	Total		
I. Support to the Royal Court of Justice for its Capacity Development to ensure democratic governance and rule of law.																	
4.3.4 Enhanced institutional capacity of judiciary in ensuring democratic governance and rule of law Indicators: 1. No. of judicial personnel trained/sensitized on judicial process and system 2. Establishment of the Bhutan National Legal Institute (BNLI) Target (18 months): 1. 46 judicial personnel including both men and women+ 15 BNLI personnel trained and sensitized 2. BNLI foundation established 3. Report on Juvenile Justice System	Result 1: Bhutan National Legal Institute established																
	1	Development of strategy paper on the establishment and organisation of Bhutan National Legal Institute	X						RCJ	UNDP	RR	Conference, Workshop	10,000.00	-	10,000.00		
	2	Conferences and workshops for judicial staff including judges and Registrars of all courts	X						RCJ	UNDP	RR	Workshop	3,600.00		3,600.00		
	3	Procurement of legal materials	X						RCJ	UNDP	RR	Procurement	4,630.00	-	4,630.00		
	Result 2: Juvenile justice system initiated																
	4	Conduct Needs Assessment on Juvenile Justice System															
			X		X				RCJ	UNICEF	RR	Int'l TA,	30,000.00	-	30,000.00		
	Sub-Total Prg. UNDP														18,230.00	-	18,230.00
	Sub-Total Prg. UNICEF														30,000.00	-	30,000.00
	Assurance Activities																
	1	Quarterly, mid year and annual review meetings	X	X	X	X	X	X	UNDP/NIM	UNDP	RR	travel, Misc.	700		700		
	2	On-site review	X	X	X	X	X	X	UNDP/NIM	UNDP	RR	travel, Misc.					
Sub-Total for Assurance													700	-	700		
TOTAL													48,930.00	-	48,930.00		
II. Institutional Strengthening and Capacity Development Support for the Parliament of Bhutan for effective legislative functioning																	
CT Output: 3.1a. Enhanced capacity of the parliament and its secretariats for its effective legislative functioning. Indicator: 1. % of legislations enacted of the tabled bills/policies inclusive of gender issues 2. % of Parliamentarians and officials with proportionate gender representation attached/trained at parliamentary functions 3. Parliamentary education resources inclusive of gender and participation of women in politics. 4. Parliamentary processes and systems	Result 1: Secretariats' capacity strengthened in providing parliamentary support services.																
	1.1 Support capacity building of the National Council																
	1.1.1	Short term training on research techniques and methodologies	X		X				NC	UNDP	RR	training travel Misc.	3,000		3,000		
	1.1.2	Short term training on legislative drafting	X		X				NC	UNDP	RR	training travel Misc.	6,000		6,000		
	1.1.3	Short course on executive and leadership	X		X				NC	UNDP	RR	training travel Misc.	3,000		3,000		
	1.2 Support capacity building of the National Assembly Secretariat																
	1.2.1	Short term training on research techniques and methodologies	x	x	x	x			NA	UNDP	RR	training travel Misc.	3,400		3,400		
			x	x					NA	UNDP	OR/DGTTF	training travel Misc.	2,600		2,600		
	1.2.2	Short term training on legislative drafting	x	x	x	x			NA	UNDP	RR	training travel Misc.	6,000		6,000		
	1.3	Support capacity development of project management unit (PMU)	x	x					NA & NC	UNDP	OR/DGTTF	training travel	15,000		15,000		
	Result 2: Observance of international days																

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			2011		2012				Implementing Partner	UN	Source of Funds	Budget Description	Amount (US\$)		
			Q1	Q2	Q3	Q4	Q1	Q2					2011	2012	Total
Target: 1. 85% of legislations enacted of the tabled bills/policies inclusive of gender issues 2. 90% of Parliamentarians and officials with proportionate gender representation attached/trained at parliamentary functions 3. Parliamentary education resources inclusive of gender and participation of women in politics developed and circulated 4. Parliamentary processes and systems streamlined and strengthened	2.1	Int'l Democracy Day (15th September) observance			x				NA	UNDP	RR	workshop publication advocacy event	1,600		1,600
	2.2	Observation of Human Rights Day (10th December) and related activities				x			NA	UNDP	RR	Advocacy, Travel, Event Misc.	1,000		1,000
	Result 3: Civic education for students														
	3.1	Development and reproduction of documentary film for education and awareness programme on parliamentary functions	x	x					NA	UNDP	OR/DGTTF	Training audio visual documentation Misc	4,000		4,000
	3.2	Mock parliament session with the students		x	x	x			NA	UNDP	OR/DGTTF		2,000		2,000
	Result 4: Orientation Handbook and Rules of Procedures developed/reviewed.														
	4.1	Technical Assistance (TA) for development of Orientation Handbook and review of Rules of Procedures		x	x	x			NA	UNDP	RR	Int'l TA	12,000		12,000
	Result 5: Parliamentary committees, procedures and system strengthened														
	5.1	Capacity development of Committees and members related to women and children of NC													
	5.1.1	Attend meetings/seminars/workshops and conference on women and children for the NC parliamentarians	x	x	x	x			NC	UNICEF	RR	Training/Workshops	5,000		5,000
	5.1.2	Attend meetings/seminars/workshops and conference on women and children for the NC officials	x		x				NC	UNICEF	RR	Training/Workshops	5,000		5,000
	5.2	Capacity development of Committees and members related to women and children of NA													
	5.2.1	Attend meetings/seminars/workshops and conference on women and children for the NA parliamentarians							NA	UNICEF	RR	Training/Workshops	5,000		5,000
	5.2.2	Attend meetings/seminars/workshops and conference on women and children for the NA officials	x	x	x	x			NA	UNICEF	RR	Training/Workshops	5,000		5,000
	5.3	Parliamentary oversight functions strengthened													
	5.3.1	Attend Public Accounts Committee (PAC) meetings within in the region for exposure/training			x				NA/NC	UNDP	RR	Training/Workshops	8,000		8,000
	5.3.2	Short term training for PAC Secretariat staff to improve their skills to support PAC	x		x				NA/NC	UNDP	RR	Training/Workshops	7,000		7,000
	Result 6: Establish a parliamentary information resource centre.														
	6.1	Support provision of essential books and relevant materials for the resource centre.	x		x				NA	UNICEF	RR	Books & materials	5,000		5,000
Sub-Total Prg. UNDP													74,600	-	74,600
Sub-Total Prg. UNICEF													25,000	-	25,000
Assurance Activities															
	1	Quarterly, mid year and annual review meetings	x	x	x	x	x	x	UNDP/NIM	UNDP	RR	travel, Misc.	1,000		1,000
	2	Monitoring and evaluation				x			UNDP/NIM	UNDP	RR	travel, Misc.	12,500		12,500
	2	Onsite reviews	x	x	x	x	x	x	UNDP/NIM	UNDP	RR	travel, Misc.			
Sub-Total Assurance													13,500	-	13,500
TOTAL													113,100	-	113,100
III. Support for the Election Commission of Bhutan for its institutional and capacity development (Note: Specific fund and activity details will be agreed in due course)															
4.3.2 Enhanced capacity of key organisations in conducting free & fair	Result 1: Digitization process of delimitation maps initiated														

EXPECTED CP OUTPUTS and indicators including 18 months' targets	PLANNED ACTIVITIES List all activities including M&E to be undertaken during the year towards stated CP outputs		TIMEFRAME						RESPONSIBLE PARTY Implementing Partner		UN	Source of Funds	Budget Description	PLANNED BUDGET				
			2011		2012		Amount (US\$)											
			Q1	Q2	Q3	Q4	Q1	Q2						2011	2012	Total		
Indicators: 1. % of electoral staff including both men and women at national and local levels trained in the conduct of the elections <i>Target (18 months): 20% (0, 2009)</i> 2. % of voters voting in LG elections <i>Target (18 months): Above 60% registered voters (0, 2009)</i> 3. % of voters including men and women covered by voter education programmes <i>Target (18 months): Above 80% of registered voters (NA, 2009)</i>	1.1	Preparation for digitization of delimitation maps			X	X			ECB	UNDP	RR	Travel	20,000	5,000	25,000			
	Result 2: Networks and exchanges established with election agencies																	
	2.1	Support participation in electoral seminars, conferences and visitor programmes			X	X			ECB	UNDP	RR	Travel	15,000		15,000			
	Result 3: Civic education and voter awareness																	
	3.1	Conduct of inclusive voter and civic education programmes for the upcoming LG elections	X	X					ECB	UNDP	RR	Travel, Workshops	10,000		10,000			
	Sub-total															45,000	5,000	50,000
	Assurance Activities																	
	1	Quarterly, mid year and annual review meetings		X	X	X	X	X	UNDP/NIM	UNDP	RR	travel, Misc.	700		700			
	2	Joint field monitoring visits and advocacy visits		X	X	X	X	X	UNDP/NIM	UNDP	RR	travel, Misc.	5000		5000			
	3	HACT Audit			X				UNDP/NIM	UNDP	RR	travel, Misc.	500		500			
Sub-total															6200		6200	
TOTAL															51200	5000	56200	
IV. Support for gender inclusive democratic governance and capacity development																		
Indicators: 1. % of local government officials trained on gender responsive governance <i>Target (18 months): 100% (0%, 2008)</i> 2. % of women elected in Local Governments <i>Target (18 months): Above 15% registered voters (>1%, 2009)</i>	Result 1: Increased participation of women in local governance																	
	1.1	Research on factors influencing women's participation in elections	X	X	X				DLG/ NCWC	UNDP	OR/UN Women	Travel, workshops	20,000		20,000			
	1.2	Training of local government officials on gender responsive governance		X	X	X	X		DLG	UNDP	OR/UN Women	Travel, workshops	30,000	13,770	43,770			
	1.3	Capacity building of UN officials on gender responsive governance		X	X	X			UNDP/NIM	UNDP	OR/UN Women	Travel, workshops	25,000		25,000			
	Result 1: Increased public awareness on gender, inclusive democratic governance, rights and duties																	
CT Output 4.3.3 Enhanced public awareness on gender, inclusive democratic governance, rights and duties through civic education		1.1	Production of 2 films on Gender and Governance in Bhutan	X	X	X	X		NCWC	UNDP	OR/UN Women	Procurement	30,841	22,383	53,224			

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			2011				2012		Implementing Partner	UN	Source of Funds	Budget Description	Amount (US\$)		
			Q1	Q2	Q3	Q4	Q1	Q2					2011	2012	Total
Indicator: 1. % of public officials sensitized on gender, inclusive democratic governance, rights and duties. Target: 60% (NA 2008)	1.2	Communication Strategy and IEC materials on gender inclusive democratic governance, rights and duties through civic education		X	X	X			NCWC	UNDP	OR/UN Women	Procurement			
		Facilities and Administraion GMS (7%)								UNDP	OR/UN Women	F&A	19,195		19,195
													9,159	2,617	11,776
Sub-total													134,195	38,770	172,965
		Assurance Activities													
	1	Quarterly, mid year and annual review meetings		X	X	X	X	X	UNDP/NIM	UNDP	OR/UN Women	travel, Misc.	700		700
	2	Joint field monitoring visits and advocacy visits			X	X	X	X	UNDP/NIM	UNDP	OR/UN Women	travel, Misc.	800		800
	3	Onsite reviews		X		X		X	UNDP/NIM	UNDP	OR/UN Women	travel, Misc.			
Sub-total													1,500		1,500
TOTAL													135,695	38,770	174,465
V. Support to Bhutan Centre for Media & Democracy (BCMD)															
CT Output 4.3.3 Enhanced public awareness on gender, inclusive democratic governance, rights and duties through civic education	Result 1: Strengthened awareness on Access to Information														
	1.1	Seminar/workshop on Online Media		X	X				BCMD	UNDP	OR/UNDEF	International consultant	3,000		3,000
												seminar/workshop	3,500		3,500
Indicator: 1. No. of community representatives, including women, sensitised on access to information and other democratic concepts. 2. No. of teachers trained on democracy and civic education 3. No. of journalists trained in reporting skills	1.2.	Media sensitization training for GAOs	X	X					BCMD	UNDP	OR/UNDEF	national consultant	1,000		1,000
												seminar/workshop	3,500		3,500
Baseline: 1.50% community representatives, including women, sensitised on access to information and other democratic concepts 2. 30% teachers trained on democracy and civic education 3. 50% journalists trained in reporting skills	Result 2: Expanded public discourse														
	2.1	Civic education training/workshop			X	X			BCMD	UNDP	OR/UNDEF	international consultant	8,000		8,000
												seminar/workshop	4,000		4,000
Target: 1. 40 male and 40 female community representatives sensitised on access to information and other democratic concepts 2. 25 female and 20 male teachers trained on democracy and civic education 3. 30 male and 30 female journalists trained on reporting skills	2.2	Development of 2 resource books on Democracy	X	X	X	X			BCMD	UNDP	OR/UNDEF	international consultant	5,000	-	5,000
												national consultant	2,000		2,000
												seminar/workshop	6,000		6,000
												printing and publications	32,500		32,500
	2.3	Development of web portal	X	X	X	X			BCMD	UNDP	OR/UNDEF	national consultant	4,000		4,000
												IT Equipments	6,000		6,000
	2.4	Development of Media and Democracy Library	X	X	X	X			BCMD	UNDP	OR/UNDEF	Equipments	2,200		2,200
												printing and publications	2,200		2,200
	Result 3: Strengthened Media as the fourth Estate														
	3.1	News reporting training		X	X				BCMD	UNDP	OR/UNDEF	international consultant	4,000	-	4,000
												seminar/workshop	3,000		3,000
	3.2	Annual Media conference			X	X			BCMD	UNDP	OR/UNDEF	international consultant	4,000	-	4,000
												seminar/workshop	3,000		3,000
	3.3	Annual Non-fiction writing workshop		X	X				BCMD	UNDP	OR/UNDEF	international consultant	4,000	-	4,000
												seminar/workshop	4,000		4,000
	3.4	Capacity building of BCMD	X	X	X	X			BCMD	UNDP	OR/UNDEF	international consultant	5,000	-	5,000
												trainings/workshop	7,000		7,000
	Result 4: Commemoration of International Events														
	4.1	World Democracy (Sept. 15)			X				BCMD	UNDP	OR/UNDEF	seminar/workshop	3,000		3,000
	4.2	World Press Freedom Day Observance		X					BCMD	UNDP	OR/UNDEF	TA (collaborate with DoIM)	2,000		2,000
	4.3	Youth Festival		X	X				BCMD	UNDP	OR/UNDEF	seminar/workshop	4,500		4,500
	5	Prog. Support cost	X	X	X	X	X	X	BCMD	UNDP	OR/UNDEF		8,000		8,000
	6	Sundry/Rent	X	X	X	X			BCMD	UNDP	OR/UNDEF		2,800		2,800
	7	Contingency	X	X	X	X			BCMD	UNDP	OR/UNDEF		1,800	-	1,800

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			2011				2012		Implementing Partner	UN	Source of Funds	Budget Description	Amount (US\$)		
			Q1	Q2	Q3	Q4	Q1	Q2					2011	2012	Total
Sub-Total													139,000		139,000
		Assurance Activities													
	1	Quarterly, mid year and annual review meetings	X	X	X	X			UNDP/NIM	UNDP	OR	travel, Misc.	700		700
	2	Joint field monitoring visits and advocacy visits		X	X	X			UNDP/NIM	UNDP	OR	travel, Misc.			
	3	Onsite reviews	X	X	X	X			UNDP/NIM	UNDP	OR	travel, Misc.			
	4	Special Audit			X				UNDP/NIM	UNDP	OR	travel, Misc.	500		500
	5	F & A							UNDP/NIM	UNDP	OR		9,100		9,100
Sub-Total													10,300		10,300
TOTAL													149,300		149,300
Total for UNDP													307,530	5,000	312,530
Total for UNICEF													55,000		55,000
Total for UN Women													135,695	38,770	174,465
AWP TOTAL													498,225	43,770	541,995