



## PEACEBUILDING FUND

<b>Project Title:</b> Procurement for the Start-up of the Myanmar Peace Centre (MPC)	<b>Recipient UN Organization(s):</b> UNOPS
<b>Project Contact:</b> Sanjay Mathur Address: UNOPS Myanmar Telephone: +95 9448019505 E-mail: SanjayM@unops.org	<b>Implementing Partner(s):</b> Myanmar Peace Center(MPC)
<b>Project Number:</b> To be completed by UNDPMDTF Office	<b>Project Location:</b> Yangon, Myanmar
<b>Project Description:</b> The MPC urgently needs to be established in order to assume basic functions and provide a solid, consistent foundation for the Government's peacemaking and peacebuilding efforts. Contribution is sought from the PBF to support the MPC through the procurement of vehicles, communication equipment, and office equipment.	<b>Total Project Cost:</b> <b>Peacebuilding Fund:</b> 477,426 <b>Government Input:</b> In kind contribution of 4 buildings <b>Other:</b> EU funding (est. 402,100 in Tranche 1; 398,216 in Tranche 2) <b>Total:</b> 1,277,742
	<b>Project Start Date and Duration:</b> 01 February –31 July (or until hand-over of equipment to MPC as determined by UNOPS and PBF, if earlier)
<b>Gender Marker Score<sup>1</sup>:</b> 0 <i>Score 3 for projects that are targeted 100% to women beneficiaries and/or address specific hardships faced by women and girls in post-conflict situations;</i> <i>Score 2 for projects with specific component, activities and budget allocated to women;</i> <i>Score 1 for projects with women mentioned explicitly in its objectives, but no specific activities are formulated nor is a budget reserved; and</i> <i>Score 0 for projects that do not specifically mention women.</i>	
<b>PBF Priority Area(s), PBF Outcomes<sup>2</sup> and Strategic Outcomes (National Strategies, PP):</b>  PBF Priority Area: Implementation of Peace Agreements  Strategic Outcome: Myanmar Peace Center commences rapidly with its intended functions, thanks in part to critical gaps filled by the PBF, and it becomes recognized as a critical positive actor in the peace process.	

**Project Outputs and Key Activities:**

(A few paragraphs outlining project results)

The Myanmar Peace Center (MPC) needs to become operational at the earliest and the funding from PBF will be instrumental in ensuring that:

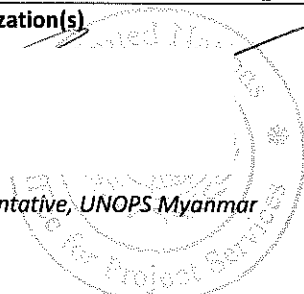
1. The MPC has relatively sufficient suitable vehicles to access key locations
2. Communication equipment is available to facilitate dialogue and information flow in remote locations
3. Operations can run smoothly (without interruption due to electricity outages) in Yangon

<sup>1</sup> The PBSO monitors the inclusion of women and girls in all PBF projects in line with SC Resolutions 1325, 1612, 1888, 1889.

<sup>2</sup> PBF priority areas include: 1) Support the implementation of peace agreements and political dialogue; 2) Promote coexistence and peaceful resolution of conflict; 3) Revitalise the economy and generate immediate peace dividends; 4) (Re)-establish essential administrative services.

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(for IRF-funded projects)

<p><b>Recipient UN Organization(s)</b></p> <p><i>Sanjay Mattoo</i> Director and Representative, UNOPS Myanmar</p> <p><i>11/02/2013</i></p> 	<p><b>United Nations Senior Resident Official (as relevant)</b></p> <p><i>Ashok Nigam</i> UN Resident Coordinator, Myanmar</p> <p><i>12 FEB 2013</i></p>
<p><b>Peacebuilding Support Office (PBSO)</b></p> <p>Name of Representative <i>Judy Cheng-Hykin</i></p> <p>Peacebui</p> <p><i>27/02/2013</i></p>	<p><b>Representative of National Authorities</b></p> <p><i>Kyaw Soe Hlaing</i> Executive Director Myanmar Peace Center</p> <p><i>Kyaw Soe Hlaing</i> Executive Director Myanmar Peace Center - MPC</p> <p><i>8/2/2013</i></p>

## **COMPONENT 1: (The “Why”)**

### **Project Components**

The Government of the Republic of the Union of Myanmar is entering into the next phase of the ethnic peace process. Having agreed initial ceasefires with almost all of the ethnic armed groups, the focus will shift towards implementing and sustaining those ceasefire agreements and initiating a comprehensive dialogue on political issues. To carry out this task effectively, on 3<sup>rd</sup> May 2012, the Government institutionalised its peace process architecture in the form of the Union Peace-making Central Committee and the Union Peace-making Work Committee. On 26 October 2012 the President signed a decree creating the Myanmar Peace Center. (Annex F).

### **Overview**

*Vision* The Myanmar Peace Center plays a key role in the development of a peaceful nation inclusive of Myanmar’s ethnic diversity.

*Mission* To contribute to sustainable peace and an overall political settlement to the benefit of all the citizens of Myanmar.

*Mandate* The Myanmar Peace Center (MPC) is established by Presidential Decree to serve as the Secretariat to the Union Peace-making Central Committee and the Union Peace-making Work Committee.

The MPC will also serve as the Myanmar government’s focal point for international partners and civil society organisations on issues related to the peace process.

### **MPC Divisions**

The Myanmar Peace Centre achieves its mission by providing policy advice and strategic level guidance as well as coordinating government activities in five key areas:

1. Ceasefire negotiations and implementation
2. Peace negotiations and political dialogue
3. Coordination of assistance in conflict affected areas
4. Outreach and public diplomacy
5. Mine Actions

#### **1. Ceasefire Negotiations and Implementation**

The existing eleven ceasefires have either stopped decades long fighting or have prevented new armed conflicts from starting. They have begun the process of building trust between the Government and armed groups and have generated momentum towards a sustainable peace processes. Effective implementation and monitoring will be needed to strengthen this trust and create the conditions for the peace process. Given the number of ceasefires agreed and the need to pay sustained attention to implementing each of the agreements, the MPC will ensure that the specific mechanisms necessary for their implementation are in place.

Setting up liaison offices has become an urgent need to help facilitate regular communications between ethnic armed groups and the Tatmadaw. The MPC will help to coordinate the establishment of liaison offices, and work with others to ensure that staff are trained. In supporting the establishment of liaison offices, MPC

will ensure that these are supplied with the necessary equipment to function properly, such as high quality radios to maintain regular and effective communication between military representatives on both sides. The cost of building the liaison offices and monthly running costs will be covered by other organisations.

Through the Liaison Offices and other similar joint structures, the MPC will support discussions on the conduct and location of troops on both sides, as appropriate. The MPC will also facilitate the establishment of effective ceasefire monitoring mechanisms. Recent agreements with armed groups have focused on establishing ceasefire monitoring mechanisms involving representatives from ethnic armed groups and the government, and, in some cases, local civil society. The conflicting parties will not report to the MPC, but the MPC will receive copies of ceasefire monitoring reports, as well as feedback from NGOs. This will allow the MPC to identify any systemic problems with the ceasefires and work with the Government's negotiators on appropriate remedial measures.

Finally, the MPC will perform a Secretariat function during negotiations, clearly recording the dialogue and its outcomes. This will help avoid disagreements regarding what was discussed or agreed between the Government and ethnic groups, and fulfill an important archival role for the future.

## 2. Peace Negotiations and Political Dialogue

President Thein Sein has clearly stated that the Government stands ready to enter into a political dialogue with ethnic armed groups in order to move beyond a cessation of hostilities and towards a sustainable peace. These negotiations are likely to be much more complex than the initial ceasefire negotiations as they involve discussing sensitive issues like the devolution of power to ethnic states, unpacking in practical terms what is meant by issues like "ethnic rights" and "federalism", and managing the balance between bilateral and collective talks between the government and armed ethnic groups.

The MPC will support the process of political dialogue in a number of ways. First and foremost, it will support the Government and armed groups to convene a regular dialogue by creating the necessary platforms for discussions. Meetings which involve representatives from the Union Peace-making Central Committee or the Union Peace-making Work Committee will be organised by the MPC, in conjunction with other organisations as appropriate.

The MPC will also work in a consultative manner on agenda-setting for these meetings, through liaising with government, armed groups, and civil society. This will involve feeding in technical inputs into the peace dialogue, for which the MPC will solicit expertise from within Myanmar and abroad. Research will be undertaken on the causes of conflict and how they might be resolved, with a strong focus on practical suggestions that can be fed into the dialogue. A resource Center containing relevant research on peacemaking and peacebuilding will be created at the Myanmar Peace Centre and made widely available to other stakeholders.

Operational support will also be provided since the importance of the logistical aspects of dialogue should not be underestimated. To date, talks have been financed in an ad-hoc manner, often by private sector operators with vested interests in certain geographic areas, which is not sustainable nor desirable as the peace process intensifies. In the future, the MPC will help cover expenses (travel, accommodation, venues for discussion) for delegations from the government to attend talks with various ethnic groups.

## 3. Coordination of assistance in conflict affected areas

"Quick impact" assistance projects can help buttress the peace process by demonstrating tangible benefits of ceasefires to ethnic communities and their representatives, while also allowing those supporting the processes to better understand the challenges of establishing peace on the ground. In the medium-term,

well-implemented humanitarian and development projects will address the needs of the communities and in doing so help to increase confidence in the peace process, maintain the momentum generated to date, while addressing the underdevelopment and exclusion which ethnic communities have suffered from.

The MPC will start by offering modest operational assistance to those local and international organisations wishing to undertake peacebuilding support projects. The MPC will help those organisations to interface with the Myanmar Government, particularly on logistical matters like gaining access to ceasefire areas and securing approval for projects and MoUs for implementing partners. This operational assistance will also include identifying and finding ways to address bottlenecks within the government so that projects supporting the peace process can be expedited.

Over time, the MPC expects to take on a more substantive role on strategically guiding peacebuilding efforts. Strategy papers on a range of peacebuilding issues – demining, sustainable development, regional governance, etc – will be developed as a basis for discussion between partners supporting the peace process and to facilitate joint learning. Operationally, the MPC will work closely with the relevant authorities and international development partners to help coordinate peacebuilding assistance in ceasefire areas, including identifying gaps and avoiding duplication. The MPC will play a role in ensuring that interventions are in sync with the existing Government priorities and national-level socio-economic development planning.

#### 4. Outreach and Public Diplomacy

Strong public support from all communities is essential for the success of the peace process. This cannot be a process restricted to the Government and leadership of the ethnic armed groups, but must involve and include the general public. Support from all concerned groups including both the majority Bamar population and other minority ethnic peoples/populations.

To work towards this, the MPC will coordinate peace events and activities nationwide to involve ordinary people across the country in the peace process. Outreach through the media will be critical. Initial discussions have been held with sixteen journals which are willing to significantly increase their coverage of ethnic issues. During the start-up phase, training will be provided to journalists so that they can effectively report on peace and conflict. Social media will be harnessed to reach the Myanmar youth – prominent bloggers have already expressed interest in this initiative. At a later stage, large events like concerts and public lectures will be held across the country. The MPC will also work with civil society organisations to help facilitate meetings and dialogue between ethnic and Bamar stakeholders in a meaningful manner to work together on peace process issues. These efforts will over time help redefine the national identity to be more inclusive of Myanmar's ethnic diversity and help build a new, more cohesive national consciousness.

#### 5. Mine Actions

The Myanmar Mine Action Centre (MMAC), under MPC will be the operational arm of the National Mine Action Authority (NMAA) (will propose to government for NMAA establishment in very near future) and is the focal point for all mine action activities within the country under peace process. Primarily the MMAC will implement the policies of the NMAA and coordinate the daily work of the various organisations and agencies involved in or conducting mine action operations within Myanmar.

Together, the NMAA and the MMAC are the principal government entities managing and coordinating mine action in Myanmar, including Mine Risk Education, Demining, Victim Assistance, Advocacy and Stockpile Destruction.

**Start-up phase: 1<sup>st</sup> November 2012 – 28th February 2013**

It is critical that the peace process gains fresh momentum as the rainy season comes to an end. To do so, the MPC urgently needs to be established in order to assume basic functions and provide a solid, consistent foundation for the Government's peacemaking and peacebuilding efforts. While the MPC will not be staffed to its full level in the first four months, it will seek to have key positions filled and its organisational infrastructure established so that its core functions can be carried out.

The overall objective for the start-up phase is to strengthen the implementation of the ceasefire agreements and plan for an initiation of political dialogue.

The Myanmar Peace Center circulated a draft proposal seeking support in August/September 2012 (Annex G). This document was used for trilateral discussions between the MPC, the EU and the UN in the development of this proposal.

## **COMPONENT 2: (the "What")**

The key result of this project will be to assist in the establishment and functioning of the Myanmar Peace Center through the provision of essential equipment (vehicles, radio communications and office equipment), which are unable to be provided by other donors.

The equipment provided by UNOPS will be used to enable the start-up functioning of the MPC head office in Yangon and approximately 18 liaison offices in cease-fire areas. The MPC has not yet drafted a work plan but core elements are contained within the proposal referred to above.

Programme Level					Project Level		
(1) Strategic Outcomes (National Strategies) <sup>3</sup>	(2) Conflict factors addressed (Outcome level)	(3) Peacebuilding Outcomes (areas of change through PBF investment)	(4) Outcome indicators (type of change)	(5) Outcome Baselines (situation of reference) and final targets	(6) Project Results (Outputs)	(7) Output Indicators (qualitative/quantitative)	(8) Output Baselines (situation of reference) and final targets
Multiple ceasefires negotiated by Myanmar Government and parties in conflict reach political conclusion	Active conflict and multiple ceasefires (which are not yet concluded) or implemented peace agreements	Myanmar Peace Center (MPC) becomes an active and positive force to advance peace processes.	MPC begins to implement its workplan.	Baseline: MPC new and not yet operational.  Target: MPC in a position to undertake missions and travel and communicate with documentation of actions/findings/made (as part of its workplan)	Delivery and use of equipment to enable successful start-up of MPC.	Number of equipment items delivered vs. planned number  Timely delivery of equipment within Q1, 2013.  Use of equipment by MPC as intended in agreement.	Baseline: No equipment currently in MPC  Target: Delivery date of end-Q1, 2013
			Key Government, opposing non-State actors and third-party observers testify to value of MPC to the peace process.	Baseline: Many third-party observers optimistic about role of MPC.  Target: Opposing non-State actors articulate positive role for MPC. Third party observers continue to support.		Operations and maintenance costs covered by MPC allowing continuous use of equipment.	
....	....	...	Additional funds are mobilized to support MPC	Baseline: No funds.  Target: EU funds MPC as planned.	...	....	....

<sup>3</sup>In line with national peacebuilding strategies if existing, PRSPs etc. and with PBF Performance Management Plan (PMP).



**COMPONENT 3: (the "How")**

**Implementation strategy**

**a) Approach**

The basic approach is to deliver the needed equipment as rapidly as possible, benefiting from the existing capacity of UNOPS in-country. The activity has been developed with the UN Resident Coordinator’s office and benefited from negotiations undertaken by ILO in support of the UN Country Team’s efforts.

**Cost-effectiveness:** The project is cost-effective, in particular through its catalytic nature (see below). By using the UNOPS significant presence and capacity in Myanmar, it is incurring marginal additional management costs. ILO is contributing its time and expertise to activity oversight.

**b) Sustainability and catalytic effect**

With a very complex peace process confronting Myanmar, if the peace process continues to develop as hoped the Myanmar Peace Center is likely to be in operation for a number of years, warranting the investment in the equipment. The PBF resources – if they can be provided rapidly – will help to accelerate the initial implementation of the MPC’s work. PBF resources are proposed by the UN in Myanmar to work in explicit collaboration with another principal funding source, the European Union, to cover critical gaps for the procurement of equipment which the EU cannot cover. The support represents a calculated risk – the MPC is not operational yet and therefore not proven. Yet, its establishment by Presidential decree and the development of the MPC proposal in collaboration with international partners indicates intent of the Government to increase its capacity to advance the peace process. The approach and purpose of the MPC is actively supported by the Myanmar Peace Donors’ Group.

MPC will cover operating and maintenance costs related to the equipment. In the future, the MPC aims to seek support from the national budget.

**Project Activities:**

**Project Outputs**

<b>Planned Activity</b>	<b>Inputs</b>	<b>Budget</b>	<b>Responsible Party for mobilizing inputs</b>
<i>Procurement 1 Transport<sup>4</sup></i>	2 Toyota Land Cruiser - GXR (Automatic - 8 seater -V8 - 4.5L – diesel)  1 Toyota Prado TX-L (Automatic -7 seater -3L diesel)  1 Toyota Hilux double cab (2.5L - manual –diesel)	<i>305,000<sup>5</sup></i>	<i>Specifications: MPC Procurement: UNOPS</i>

<sup>4</sup>This list is subject to change as the MPC’s needs are further defined.

<sup>5</sup>Excluding transportation and customs clearance

	3 Toyota HiAce (1 x 15 seater and 2 x 12 seater - 2.5 L - manual – diesel)		
<i>Procurement 2 Communication</i>	<i>Radio Equipment (Walkie Talkies)</i>	75,600	<i>Specifications: MPC Procurement: UNOPS</i>
<i>Procurement 3 Office Equipment</i>	<i>One Generator (120V or 160V depending on budget)</i>	24,000	<i>Specifications: MPC Procurement: UNOPS</i>

### Analysis of risks and assumptions

<b>Risks/Assumptions</b>	<b>Mitigating Strategy</b>
<p><u>Political and security</u></p> <p>The biggest risks are that the peace process moves too slowly, or is de-railed (by failures on either side to negotiate and/or agree), or is side-tracked entirely by competing priorities and/or crises.</p>	<ol style="list-style-type: none"> <li>1. Since the work of the MPC requires interaction with dissident factions, it is critical that the centre is able to access areas and also communicate with counterparts in remote areas, thus the provision of vehicles and communication equipment. The support of the EU to the MPC without this logistical enabling would be much less meaningful.</li> <li>2. The Office of the Special Adviser of the Secretary-General to Myanmar and the Office of the Resident Coordinator shall remain informed of the project's activities and seek to advise and support the MPC.</li> <li>3. UNOPS shall retain ownership of the equipment until expiration of the UNOPS-MPC-PBF MoA (or until hand-over of equipment to MPC as determined by UNOPS and PBF, if earlier).</li> </ol>
<p><u>Socio-economic</u></p>	n/a
<p><u>Managerial</u></p> <p>Since the MPC is a new structure in a highly visible setting, there will be significant pressure for it to start operations immediately and to deliver. While the MPC has significant backing from the Government of Myanmar, it still has to build its capacity to mobilise and negotiate with armed groups (and sub-groups). Taking into consideration that:</p> <ul style="list-style-type: none"> <li>• many MPC staff members will be new and with varying capacities, and</li> <li>• it will take time to build management systems / processes;</li> </ul> <p>the probability of achieving successes immediately is low.</p> <p>Use of equipment in ways that differ from original agreement between MPC and UN. And/or equipment is not properly maintained, so the period of effective usage is shortened.</p>	<p>Rapid support from the UN (UNCT and through the PBF) and from the EC will be critical in ensuring that the MPC is enabled as quickly as possible to start producing results in order not to lessen the current momentum of the peace process</p> <p>3-way MoA to be signed between PBF, UNOPs and MPC, clearly delineating responsibilities of each party in its Annex 1. This includes MPC's obligations to devise a strategy for equipment usage and to fund operations and maintenance costs of the equipment. In the case of UNOPS performing an audit of the project, UNOPS to inspect associated equipment, if auditors require.</p>

**Budget:**

The budget should utilise the Standard Format\* agreed by UNDG Financial Policies Working Group with necessary modifications to suit the expected PBF project activities. The use of the budget format is mandatory since it allows the UNDP MDTF Office as the Administrative Agent of the PBF to consolidate and synthesize the periodic financial expenditure reports that will be submitted by Recipient UN Organizations.

Recipient UN Organizations are required to attach a copy of the project budget, showing in detailed the different budget lines that lead to the final figures in the standard format of their organization to facilitate review. (Please see Annex E for detailed budget)

<b>PBF PROJECT BUDGET</b>	
<b>CATEGORIES</b>	<b>AMOUNT</b>
1. Supplies, commodities, equipment and transport Vehicles, communication equipment and generator Transportation/Customs Clearance	404,600 12,000
2. Personnel (staff, consultants and travel)	
3. Training of counterparts	
4. Contracts	
5. Other direct costs: Project Management Project Support PBSO technical assistance (visit) Office Operations	12,719 6,265 5,000 5,609
<b>Sub-Total Project Costs</b>	<b>446,193</b>
Indirect Support Costs (7%)**	31,233
<b>TOTAL</b>	<b>477,426</b>

## **COMPONENT 4: (The “How”)**

### **Management Arrangements:**

Exhaustively describe project implementation arrangements to ensure adequate supervision, quality control, cost-effective and efficient management of the project according to the following structure:

#### **1. Project Coordination**

The project will be coordinated through the Project Board where the Executive lead will be provided by the Resident Coordinator. The MPC will be represented through its representative and UNOPS Representative will act as the senior supplier. The project will be managed by the UNOPS Myanmar Support Services Section. The office of the Special Adviser of the Secretary-General shall be regularly informed by the Project Management Board of the activity, and offer advocacy and support through its engagements with the Government to assist the work of the Myanmar Peace Center.

#### **2. Project Implementation modalities**

Working in close consultation with the Resident Coordinator, ILO and the MPC, UNOPS will undertake the procurements. UNOPS will also enter into an Agreement with MPC and PBF to ensure that all equipment is used for the activities of the MPC and remains the property of UNOPS until the expiration of the UNOPS-MPC-PBF MoA (or until hand-over of equipment to MPC as determined by UNOPS and PBF, if earlier). UNOPS until it is formally handed over to MPC. The operations and maintenance costs of the equipment procured are to be covered by the recipient –the MPC.

#### **3. Capacity of RUNOs**

UNOPS Myanmar is the Principal Recipient for the Global Fund Round 9 Grants for Myanmar and also the Fund Manager for the 3 Diseases Fund (3DF) / 3 Millennium Development Goals Fund (3MDG), the Livelihoods and Infrastructure Trust Fund (LIFT), and the Joint Initiative for Maternal and New-born Child Health (JI-MNCH). As a result, UNOPS Myanmar undertakes an average of USD 18 million worth of procurements per year. UNOPS Myanmar has the procurement and logistics expertise in-country to undertake large scale procurements and recruitments.

### **Monitoring and evaluation:**

This project is primarily designed to facilitate the start-up activities of the MPC. It will thus be monitored by the Project Board (see Annex D). A separate pool of funds for M&E will thus not be required. Periodic reports will be supplied by MPC on their activities.

**COMPONENT 5: Annexes**

**Annex A: Donor Mapping in Peacebuilding Strategic Outcome Area/s**

<b>Strategic Outcome Area</b>	<b>Key Institution</b>	<b>Key Projects/Activities</b>	<b>Duration of projects/activities</b>	<b>Budget in \$</b>
Operationalization of the Myanmar Peace Center	1. PBF / UNOPS	- Vehicles, communication equipment and generator	6 Months	477,426
Operationalization of the Myanmar Peace Center	2. EC	- Salaries and benefits of national staff - Operating Costs - Visibility - Other activity costs	4 months	800,316

**Annex B: Mapping of critical gaps (UN and International budgets)**

<b>Peacebuilding Outcome Area</b>	<b>Ongoing Projects/Activities in Outcome Areas with a direct and demonstrable link to PB and organization responsible for its implementation (NOT covered by other funding sources)</b>	<b>Description of the area facing a gap and entity of the funding gap</b>
Establish Essential Operational Services	-Supply of vehicles, communication equipment and generator. (UNOPS – proposed PBF Funding)	- Salaries and benefits of national staff, operating costs, visibility, and other operational other activity costs. (EC)

In September, 2012 discussions were held with the newly established EU office in Yangon with the Head of Delegation and PBSO on mission. EU indicated their inability to fund certain support activities to the Myanmar Peace Center including vehicles and other equipment (as indicated in the table above), and sought the agreement of the Peacebuilding Fund to be able to fill this critical gap.

## Annex C: Mapping of UN Recipient Organizations

Please include exhaustive information of annual budgets of each recipient agency (RUNOs) in the targeted outcome area.

UN Agency	Key Sectors (top five or fewer )	Annual Budget (last year - 2011) per Recipient Organization in key sectors <sup>6</sup>	Annual Budget (2012) per Recipient Organization in key sectors <sup>7</sup>	Projection of Annual Budget (next year) per Recipient Organization in key sectors	2012 Delivery Rate (Agency Total) Annual Rate
UNOPS	<ul style="list-style-type: none"> <li>• Health</li> <li>• Livelihoods &amp; Food Security</li> </ul>	USD 70 million	USD 77 million	\$75 million	Expected at 85%

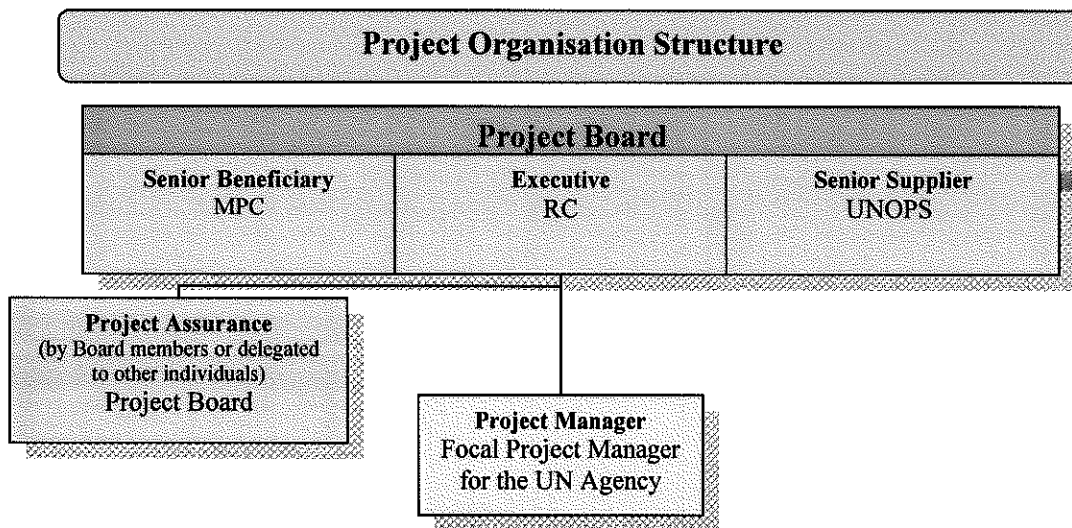
<sup>6</sup> If UNDP is one of the Recipient Agencies, specific information shall be included on whether the country is benefiting of BCPR Thematic Trust Fund and if yes, the amounts allocated and the funding gaps need to be specified

<sup>7</sup> If UNDP is one of the Recipient Agencies, specific information shall be included on whether the country is benefiting of BCPR Thematic Trust Fund and if yes, the amounts allocated and the funding gaps need to be specified

## Annex D: Project Board

Suggested Organogram to be used for the Project's Joint Steering Committee or the Project Board.

*Note: The diagram is a generic one for proposals being submitted to the PBF by UN Agencies in Myanmar.*





## Annex E – Budget Details

Project Title: MPC Procurement Support  
 Project Type: Procurement  
 Recipient Country: Myanmar  
 Project number: MMOC  
 Duration (months):  
 Start date:  
 Activity end date:  
 Reporting end date:  
 Project Manager:



Ref: 21-11-12 / MMOC

Activity	Budget Code	Account Code	Description	Unit	Utilization	Duration (months)	Rate per month	Amount US\$	2012-Q4 US\$	2013 US\$
<b>ACTIVITY 1 - Procurement, project management</b>										
			<b>Procurement of Goods and Services</b>					<b>404,600</b>	<b>50,000</b>	<b>354,600</b>
1			Office equipment, ICT equipment and vehicles					404,600	50,000	354,600
			<b>Project Management and Procurement</b>					<b>12,719</b>	<b>5,300</b>	<b>7,420</b>
1	61300	61305	Project Manager (procurement authority)	1	5%	6	\$20,900	6,270	2,613	3,658
1	61300	61305	Assistant to Project Manager	1	0%	6	\$1,731	0	0	0
1	61300	61305	National Project Support Officer	1	0%	6	\$2,778	0	0	0
1	61300	61305	Operations Assistant	1	10%	6	\$1,731	1,039	433	606
1	61300	61305	Procurement Officer	1	0%	6	\$18,138	0	0	0
1	61300	61305	National Procurement Officer	1	20%	6	\$2,778	3,334	1,389	1,945
1	61300	61305	Procurement Assistant	1	20%	6	\$1,731	2,077	866	1,212
			<b>Technical Assistance</b>					<b>5,000</b>	<b>0</b>	<b>5,000</b>
1			PBSO Technical Assistance (UN HQ)	1	100%	1	\$5,000	5,000	0	5,000
			<b>Transportation and customs clearance</b>					<b>12,000</b>	<b>6,000</b>	<b>6,000</b>
1			Provision for Transportation					6,000	3,000	3,000
1			Provision for Customs clearance					6,000	3,000	3,000
			<b>Office Operations</b>					<b>5,054</b>	<b>2,373</b>	<b>2,682</b>
1	72200	72210	Office equipment and tools	4	15%	6	\$30	108	45	63
1	72200	72220	Office furniture	4	15%	6	\$30	108	45	63
1	72400	72405	Communication equipment	4	15%	6	\$30	108	45	63
1	72400	72440	Connectivity Charges	4	15%	6	\$100	360	150	210
1	72500	72505	Stationery and other office supplies	4	15%	6	\$20	72	30	42
1	72800	72805	Computer hardware	4	15%	6	\$75	270	113	158
1	72800	72815	Information Technology Supplies	4	15%	6	\$30	108	45	63
1	73100	73105	Rent for office and operational premises	4	15%	6	\$200	720	300	420
1	73100	73120	Utilities	4	15%	6	\$0	0	0	0
1	74500	74525	UN common charges, liability insurance, ERP licenses etc.					3,200	1,600	1,600
<b>1</b>			<b>ACTIVITY 1 - Project management, procurement, supervision and works</b>					<b>439,373</b>	<b>63,672</b>	<b>375,701</b>
1	75100	75115	MANAGEMENT FEE - INDIRECT COST		7%			30,756	4,457	26,299
<b>1</b>			<b>TOTAL FOR ACTIVITY 1</b>					<b>470,129</b>	<b>68,129</b>	<b>402,000</b>
<b>ACTIVITY 2 - Direct project support</b>										
			<b>Project Support</b>					<b>6,265</b>	<b>2,610</b>	<b>3,655</b>
2	61300	61305	Country Representative	1	0%	6	\$24,173	0	0	0
2	61300	61305	Assistant to Country Representative	1	0%	6	\$1,731	0	0	0
2	61300	61305	Head of Support Services	1	2%	6	\$20,900	2,508	1,045	1,463
2	61300	61305	Assistant to Head of Support Services	1	2%	6	\$1,731	208	87	121
2	61300	61305	Financial Management Officer	1	2%	6	\$18,138	2,177	907	1,270
2	61300	61305	National Finance Officer	1	2%	6	\$2,778	333	139	194
2	61300	61305	Finance Assistants	5	2%	6	\$1,731	1,039	433	606
2	61300	61305	Administration Associate	1	0%	6	\$1,922	0	0	0
2	61300	61305	Administration Assistants	2	0%	6	\$1,731	0	0	0
2	61300	61305	National Human Resources Officer	1	0%	6	\$2,778	0	0	0
2	61300	61305	Human Resources Associate	1	0%	6	\$1,922	0	0	0
2	61300	61305	Human Resources Assistants	2	0%	6	\$1,731	0	0	0
2	61300	61305	National Information Technology Officer	1	0%	6	\$2,778	0	0	0
2	61300	61305	Information Technology Assistant	1	0%	6	\$1,731	0	0	0
2	61300	61305	National Security Officer	1	0%	6	\$2,778	0	0	0
			<b>Office Operations</b>					<b>555</b>	<b>231</b>	<b>324</b>
2	72200	72210	Office equipment and tools	9	2%	6	\$30	32	13	19
2	72200	72220	Office furniture	9	2%	6	\$30	32	13	19
2	72400	72405	Communication equipment	9	2%	6	\$30	32	13	19
2	72400	72440	Connectivity Charges	9	2%	6	\$100	108	45	63
2	72500	72505	Stationery and other office supplies	9	2%	6	\$20	22	9	13
2	72800	72805	Computer hardware	9	2%	6	\$75	81	34	47
2	72800	72815	Information Technology Supplies	9	2%	6	\$30	32	13	19
2	73100	73105	Rent for office and operational premises	9	2%	6	\$200	216	90	126
2	73100	73120	Utilities	9	2%	6	\$0	0	0	0
<b>2</b>			<b>ACTIVITY 2 - Direct project support</b>					<b>6,820</b>	<b>2,842</b>	<b>3,978</b>
2	75100	75115	MANAGEMENT FEE - INDIRECT COST		7%			477	199	279
<b>2</b>			<b>TOTAL FOR ACTIVITY 2</b>					<b>7,297</b>	<b>3,041</b>	<b>4,256</b>
			<b>TOTAL DIRECT COST</b>					<b>446,193</b>	<b>66,514</b>	<b>379,679</b>
			<b>TOTAL MANAGEMENT FEE - INDIRECT COST</b>		7%			<b>31,233</b>	<b>4,656</b>	<b>26,577</b>
			<b>GRAND TOTAL</b>					<b>477,426</b>	<b>71,170</b>	<b>406,256</b>

**Annex F: Presidential Decree (unofficial English translation)**

**UNOFFICIAL TRANSLATION**

The Republic of the Union of Myanmar  
President's Office  
(Order No. 38/2012)  
Formation of Myanmar Peace Centre

1. In an effort to ensure effective implementation of the duties of the Union-level Peacemaking Central Committee and its sub-committees as well as to support administrative and other related work, Myanmar Peace Centre is formed with the following officials.

- |   |               |
|---|---------------|
| a) U Aung Min<br>Union Minister<br>Ministry of President Office (4)                 | Chairman      |
| b) U Soe Thein<br>Union Minister<br>Ministry of President Office (3)                | Vice-Chairman |
| c) U Tin Naing Thein<br>Union Minister<br>Ministry of President Office (5)          | Member        |
| d) U Hla Tun<br>Union Minister<br>Ministry of President Office (6)                  | Member        |
| e) U OhnMyint<br>Union Minister<br>Ministry of Livestock and Fisheries              | Member        |
| f) U Win Tun<br>Union Minister<br>Ministry of Environment Conservation and Forestry | Member        |
| g) U Khin Mg Soe<br>Union Minister<br>Ministry of Electric Power                    | Member        |
| h) U Khin Yee<br>Union Minister<br>Ministry of Immigration and Population           | Member        |
| i) U Than Htay<br>Union Minister<br>Ministry of Energy                              | Member        |
| j) Maj-General Zaw Win<br>Deputy Minister<br>Ministry of Border Affairs             | Member        |
| k) U TunTunOo<br>Deputy Attorney-General<br>Office of the Attorney-General Office   | Member        |
| l) Col. Kyaw Soe Win<br>Office of the Commander-in-Chief of Defence Services        | Member        |

m) U Aung Thein  
Deputy Minister  
Ministry of President Office (4)

Secretary

2. The responsibilities of the Myanmar Peace Centre are as follows.
- a) To establish an office with the participation of national and international experts from relevant sectors to support peacemaking efforts.
  - b) To coordinate and facilitate necessary arrangements for convenient participation of various actors in peacemaking process, including representatives from the Government, the military, ethnic organizations and armed groups, civil society, international community and donors community, members of parliaments and national and international experts.
  - c) To formulate necessary procedures and instructions to carry out the functions of the Centre.

SdXXXXXX  
TheinSein  
President  
The Republic of the Union of  
Myanmar

Reference Number: 112 (1)/8/ President Office  
Date: 26 October 2012

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Office of the Union Auditor-General  
Office of the Union Civil Services Board  
Office of Nay Pyi Taw Council  
All members of Myanmar Peace Centre  
Regions/States Governments  
Director- Printing and Publishing Enterprise (To be published in session one of the Government Gazette)

SdXXXXX  
Hla Tun  
Director General  
President Office

## Annex G: Proposal for start-up phase (1<sup>st</sup> October 2012 – 28<sup>th</sup> February 2013)

### **Introduction**

The Government of the Republic of the Union of Myanmar is entering into the next phase of the ethnic peace process. Having agreed initial ceasefires with almost all of the ethnic armed groups, the focus will shift towards implementing and sustaining those ceasefire agreements and initiating a comprehensive dialogue on political issues. To carry out this task effectively, on 3<sup>rd</sup> May, the Government institutionalised its peace process architecture in the form of the Union Peace-making Central Committee and the Union Peace-making Work Committee.

### **Overview**

*Vision* The Myanmar Peace Centre plays a key role in the development of a peaceful nation inclusive of Myanmar's ethnic diversity.

*Mission* To contribute to sustainable peace and an overall political settlement to the benefit of all the citizens of Myanmar.

*Mandate* The Myanmar Peace Centre (MPC) is established by Presidential Decree to serve as the Secretariat to the Union Peace-making Central Committee and the Union Peace-making Work Committee.

The MPC will also serve as the Myanmar government's focal point for international partners and civil society organisations on issues related to the peace process.

### **MPC Divisions**

The Myanmar Peace Centre achieves its mission by providing policy advice and strategic level guidance as well as coordinating government activities in four key areas:

1. Ceasefire negotiations and implementation
2. Peace negotiations and political dialogue
3. Coordination of assistance in conflict affected areas
4. Outreach and public diplomacy

#### **1. Ceasefire Negotiations and Implementation**

The existing eleven ceasefires have either stopped decades long fighting or have prevented new armed conflicts from starting. They have begun the process of building trust between the Government and armed groups and have generated momentum towards a sustainable peace processes. Effective implementation and monitoring will be needed to strengthen this trust and create the conditions for the peace process. Given the number of ceasefires agreed and the need to pay sustained attention to implementing each of the agreements, the MPC will ensure that the specific mechanisms necessary for their implementation are in place.

Setting up liaison offices has become an urgent need to help facilitate regular communications between ethnic armed groups and the Tatmadaw . The MPC will help to coordinate the establishment of liaison offices, and

work with others to ensure that staff are trained. In supporting the establishment of liaison offices, MPC will ensure that these are supplied with the necessary equipment to function properly, such as high quality radios to maintain regular and effective communication between military representatives on both sides. The cost of building the liaison offices and monthly running costs will be covered by other organisations.

Through the Liaison Offices and other similar joint structures, the MPC will support discussions on the conduct and location of troops on both sides, as appropriate. The MPC will also facilitate the establishment of effective ceasefire monitoring mechanisms. Recent agreements with armed groups have focused on establishing ceasefire monitoring mechanisms involving representatives from ethnic armed groups and the government, and, in some cases, local civil society. The conflicting parties will not report to the MPC, but the MPC will receive copies of ceasefire monitoring reports, as well as feedback from NGOs. This will allow the MPC to identify any systemic problems with the ceasefires and work with the Government's negotiators on appropriate remedial measures.

Finally, the MPC will perform a Secretariat function during negotiations, clearly recording the dialogue and its outcomes. This will help avoid disagreements regarding what was discussed or agreed between the Government and ethnic groups, and fulfil an important archival role for the future.

## 2. Peace negotiations and political dialogue

President Thein Sein has clearly stated that the Government stands ready to enter into a political dialogue with ethnic armed groups in order to move beyond a cessation of hostilities and towards a sustainable peace. These negotiations are likely to be much more complex than the initial ceasefire negotiations as they involve discussing sensitive issues like the devolution of power to ethnic states, unpacking in practical terms what is meant by issues like "ethnic rights" and "federalism", and managing the balance between bilateral and collective talks between the government and armed ethnic groups.

The MPC will support the process of political dialogue in a number of ways. First and foremost, it will support the Government and armed groups to convene a regular dialogue by creating the necessary platforms for discussions. Meetings which involve representatives from the Union Peace-making Central Committee or the Union Peace-making Work Committee will be organised by the MPC, in conjunction with other organisations as appropriate.

The MPC will also work in a consultative manner on agenda-setting for these meetings, through liaising with government, armed groups, and civil society. This will involve feeding in technical inputs into the peace dialogue, for which the MPC will solicit expertise from within Myanmar and abroad. Research will be undertaken on the causes of conflict and how they might be resolved, with a strong focus on practical suggestions that can be fed into the dialogue. A resource Center containing relevant research on peacemaking and peacebuilding will be created at the Myanmar Peace Center and made widely available to other stakeholders.

Operational support will also be provided since the importance of the logistical aspects of dialogue should not be underestimated. To date, talks have been financed in an ad-hoc manner, often by private sector operators with vested interests in certain geographic areas, which is not sustainable nor desirable as the peace process intensifies. In the future, the MPC will help cover expenses (travel, accommodation, venues for discussion) for delegations from the government to attend talks with various ethnic groups.

## 3. Coordination of assistance in conflict affected areas

“Quick impact” assistance projects can help buttress the peace process by demonstrating tangible benefits of ceasefires to ethnic communities and their representatives, while also allowing those supporting the processes to better understand the challenges of establishing peace on the ground. In the medium-term, well-implemented humanitarian and development projects will address the needs of the communities and in doing so help to increase confidence in the peace process, maintain the momentum generated to date, while addressing the underdevelopment and exclusion which ethnic communities have suffered from.

The MPC will start by offering modest operational assistance to those local and international organisations wishing to undertake peacebuilding support projects. The MPC will help those organisations to interface with the Myanmar Government, particularly on logistical matters like gaining access to ceasefire areas and securing approval for projects and MoUs for implementing partners. This operational assistance will also include identifying and finding ways to address bottlenecks within the government so that projects supporting the peace process can be expedited.

Over time, the MPC expects to take on a more substantive role on strategically guiding peacebuilding efforts. Strategy papers on a range of peacebuilding issues – demining, sustainable development, regional governance, etc – will be developed as a basis for discussion between partners supporting the peace process and to facilitate joint learning. Operationally, the MPC will work closely with the relevant authorities and international development partners to help coordinate peacebuilding assistance in ceasefire areas, including identifying gaps and avoiding duplication. The MPC will play a role in ensuring that interventions are in sync with the existing Government priorities and national-level socio-economic development planning.

#### 4. Outreach and Public Diplomacy

Strong public support from all communities is essential for the success of the peace process. This cannot be a process restricted to the Government and leadership of the ethnic armed groups, but must involve and include the general public. Support from the majority Bamar population is important as well as from minority ethnic populations.

To work towards this, the MPC will coordinate peace events and activities nationwide to involve ordinary people across the country in the peace process. Outreach through the media will be critical. Initial discussions have been held with sixteen journals which are willing to significantly increase their coverage of ethnic issues. During the start-up phase, training will be provided to journalists so that they can effectively report on peace and conflict. Social media will be harnessed to reach the Myanmar youth – prominent bloggers have already expressed interest in this initiative. At a later stage, large events like concerts and public lectures will be held across the country. The MPC will also work with civil society organisations to help facilitate meetings and dialogue between ethnic and Bamar stakeholders in a meaningful manner to work together on peace process issues. These efforts will over time help redefine the national identity to be more inclusive of Myanmar’s ethnic diversity and help build a new, more cohesive national consciousness.

#### **Start-up phase: 1<sup>st</sup> September 2012 – 31<sup>st</sup> January 2013**

It is critical that the peace process gains fresh momentum as the rainy season comes to an end. To do so, the MPC urgently needs to be established in order to assume basic functions and provide a solid, consistent foundation for the Government’s peacemaking and peacebuilding efforts. While the MPC will not be staffed to its full level in the first five months, it will seek to have key positions filled and its organisational infrastructure established so that its core functions can be carried out.

The overall objective for the start-up phase is to strengthen the implementation of the ceasefire agreements and plan for an initiation of political dialogue. Objectives, results and activities of each of the four departments of the MPC are described below.

### 1. Ceasefire Negotiation Division

**Specific Objective 1: Effective monitoring and implementation of ceasefire agreements is ensured.**

To date ten ceasefire agreements have been signed or renewed with ethnic armed groups. The task at hand is therefore to (i) reach a ceasefire agreement with the last remaining group, the Kachin Independence Organisation, as soon as possible and (ii) effectively monitor and implement the existing agreements. This will require considerable energy and investment given the large number of agreements and the numerous provisions in each agreement that need to be implemented. Achieving these goals is essential for further progress and the initiation of a political dialogue.

Further dialogue is required with all ethnic groups. Indicatively, a total of 13 missions of the Government's peace team are envisaged over the next five months, eight within Myanmar and five to Thailand in order to hold talks with various ethnic leaders. These missions will also be used to begin consultations on a political dialogue and are therefore covered under the same budget line (see detailed budget in annex). In addition, the MPC will acquire video-conferencing facilities so that, in the future, a more regular interaction with armed groups can be developed and maintained, opening the possibility of resolving smaller issues and misunderstandings faster and more effectively.

The topics covered in dialogue with armed groups will of course vary depending on the particular nature of the conflict and specifics of the agreement reached. However, there are a number of common issues which the MPC anticipates will be discussed over the next five months:

- Monitoring mechanisms. Though these have been agreed in principle, no detailed modalities have been established yet.
- Measures to ensure full compliance with a cessation of armed violence. In some areas, there has been sporadic violence. Further dialogue is required to reduce misunderstandings and limit the risk that such events occur in the future.
- Establishing liaison offices and clearly defining their role and mandate.

The MPC will work closely with other organisations on the establishment of the liaison offices, particularly the Euro-Burma Office. The MPC will not cover the costs of building these offices, nor their running costs, but the MPC will equip the liaison offices with radio equipment so that armed groups and the government/military can communicate effectively with each other (the mobile phone network in most ceasefire areas is weak or non-existent).

Results in start-up phase	Indicative Activities of MPC
1.1. Agreed ceasefires hold and agreement reached for ceasefire with KIO.	Logistical support to Government ceasefire talks team for up to 13 missions (travel, accommodation)
	Secretariat function at ceasefire talks
1.2 Liaison Offices are established as per the ceasefire agreements.	Coordinate with other organisations to ensure that liaison officers from army and armed groups are trained
	Provide liaison offices with walkie talkies and radio equipment (up to 280 sets)
1.3 Code of Conduct & Rules of Engagement are agreed.	Produce options paper on Code of Conduct and Rules of Engagement for discussion
	Host dialogue sessions between army and armed groups to reach

	agreement
1.4 Ceasefire monitoring mechanisms are put in place and functioning effectively.	Collate ceasefire monitoring reports and produce weekly overview highlighting any issues of concern and making recommendations for quick impact peacebuilding projects.
	Host regular and <i>ad hoc</i> coordination meetings to resolve potential misunderstandings and maintain effective communication with the armed groups (VTC)
	Provide options paper on national structure for ceasefire monitoring, including a potential future role of international observers

## 2. Peace Dialogue Division

**Specific Objective 2: Consult with wide range of stakeholders to develop a plan for political dialogue.**

The transition towards a political dialogue demands a more inclusive and participatory process that involves not only the Government and armed groups but also civil society, political parties, and the general public. Trust-building through outreach to a wider group of stakeholders has already begun at various levels, both in public (e.g. President TheinSein meeting with ethnic political party leaders) and in more discreet private meetings with the political opposition and ethnic political leaders. Plans are being drawn up to give more Myanmar opposition figures in exile the opportunity to return if they wish.

In the course of the start-up phase, this outreach will broaden and deepen. The aim of this outreach is to build trust and consult widely on what kind of political dialogue process different stakeholders would like to see and develop a consensus on a roadmap.

The MPC will also facilitate visits by senior figures on the Union Peace-making Central Committee and Union Peace-making Work Committee to ethnic areas, to listen to the aspirations and grievances of ethnic communities and consult them on the nature of a political dialogue. As noted above, the 13 missions envisaged over the next five months, eight within Myanmar and five to Thailand, will cover both ceasefire monitoring/implementation and consultation on political dialogue.

The MPC expects to have developed a consensus on a roadmap for political dialogue process by the end of the start-up phase. This will be used as an input to the MPC's plans and project proposal covering the time period beyond the start-up phase. In order to move forward quickly with the development of a roadmap, background research will also be conducted during the start-up phase on topics related to political dialogue. A resource Center with relevant materials on peacemaking and peacebuilding which can be accessed by all stakeholders involved in the peace process will also be created.

Results in start-up phase	Indicative Activities
2.1 Civil society, political parties, and ethnic communities contribute inputs into the design of a political dialogue process.	Consultation meetings and workshops with civil society, political parties, and other stakeholders.
	Missions to a wide range of ethnic areas for consultations with ethnic communities
2.2 Research on thematic issues related	Produce options papers on thematic issues



to political dialogue is being undertaken.	Organise presentations on these topics for the Union Peacemaking Work Committee
2.3 Consensus is reached between Government and ceasefire groups on a roadmap for a political dialogue process.	Prepare options papers on development of political dialogue process
	Logistic support to Government talks team (travel, accommodation)
	Secretariat function at talks
2.4 Future plans for political dialogue integrated into the MPC's next phase project and funding is secured.	Preparation of draft proposal.
2.5 Resource Center containing relevant research on peacemaking and peacebuilding created	Collate existing available research material on topics of interest
	Commission new research on specific topics

### 3. Peacebuilding Operations Coordination Division

#### Specific Objective 3: Peacebuilding activities build confidence in the ceasefire agreements and in the longer term political process

Pilot projects in ceasefire are currently being carried out, at this stage primarily through the Myanmar Peace Support Initiative. The pilot in the KyaukKyai area of Karen State has helped to generate a level of confidence, but equally if not more importantly a better appreciation of the specific on the ground perceptual and practical challenges being confronted by the communities and the armed groups. There is a clear need to continue such activities to test the ceasefire agreements and to build confidence in them. In the medium-term, the scale of peacebuilding activities in ceasefire areas – both humanitarian and developmental – will need to be increased. Therefore an initial task for the MPC is to use the experience of the pilots to inform a strategy on broader, sustained peacebuilding work in ceasefire areas.

As a number of local and international organisations are currently hoping to expand or begin peacebuilding work in ceasefire areas, the MPC will use the start-up phase to facilitate permission for them to access sensitive areas and agree MoUs with the Myanmar authorities.

During the start-up phase, the MPC will also establish systems and mechanisms that will allow it to serve as a 'clearing house' for peacebuilding initiatives in ethnic areas. As a first step, and in tandem with its partners, the MPC will map "who is doing what where" so that identified needs are met and duplication can be avoided. The aim will be to match demand-driven requests for peacebuilding assistance from communities, armed groups, and ethnic citizens with the supply of assistance that donors can offer. In addition, mechanisms for coordination of peacebuilding initiatives will be developed in the start-up phase.

Work will also begin on identifying cross-cutting issues relevant to the peace process and sharing knowledge on these topics. Possible topics include: the political economy of ceasefire areas; business and peace; and gender and peace. Inputs on lessons-learned on peacebuilding interventions and post-conflict development from other contexts will be welcome.

Results in start-up phase	Indicative Activities
3.1 Organisations seeking to work in ceasefire areas are able to do so	Facilitate access and MoUs for local and international organisations hoping to work in ceasefire areas
3.2 Appropriate systems are established to allow the MPC to serve	Work with international partners to develop a "who what where" matrix

as an effective clearing house and facilitate donor coordination.	Mechanisms for coordination of peacebuilding initiatives are developed
3.3 The process of drawing up a medium-term development strategy for ceasefire areas is initiated	Commission study on lessons-learnt from pilot projects
3.4 Cross-cutting peacebuilding issues are identified and initial research is commissioned	Commission study of the political economy of ceasefire areas (on at least a state-by-state level) to inform peacemaking and peacebuilding strategies
	Commission assessment of capacity of state-level governments to inform plans for future capacity building programmes to strengthen regional governance
	Commission discussion paper on gender in peace processes in the Myanmar context
	Commission options paper on the role of business in peace processes

#### 4. Outreach & Public Diplomacy Division

##### **Specific Objective 4: Build widespread public understanding of the peace process**

Though peace processes are sensitive by nature, they also require public awareness and participation to be successful. Deepened understanding is a prerequisite for greater participation in the peace process. This is needed across the country, in ethnic communities and especially amongst the Bamar population and the general public not in conflict-affected areas.

In the start-up phase, the MPC will focus on setting up a small media production team and create a network to disseminate basic information on the peace process. A media unit will be established that will produce video clips, sound clips, and written information which mainstream media outlets will be able to use free of charge. The MPC will encourage journalists to widen and deepen their coverage of issues related to the peace process, and provide them with information and access, as appropriate. A social media strategy will be developed to reach out to younger Myanmar citizens.

Results in start-up phase	Indicative Activities
4.1 Local media has greater access to information on the peace process	Production of video and sounds clips
	Production of written "news flashes" on the peace process
	Set up social network that disseminates information
4.2 Local journalists develop their capacity to cover the peace processes	Corps of local journalists currently covering and interested in covering peace process issues is identified
	Arrange for training on "peace journalism" for local journalists from the Myanmar Journalist Network

#### **Organisational structure and management**

The Myanmar Peace Center (MPC) will serve as the *de facto* Secretariat to the Union Peace-making Central Committee and the Union Peace-making Work Committee. Its day-to-day operations will be run by an Executive Director overseeing five divisions – four covering the substantive areas listed above, as well as one Finance and Administration unit (see tentative organigramme in annex).

Qualified Myanmar individuals are already being sought for these positions. Kyaw Soe Hlaing of the Asian Institute of Technology (AIT) is being considered to fill the position of Executive Director. He is currently AIT's Program Coordinator for External Relations and Communications Office, where he has developed strong skills in programme management and stakeholder engagement that the MPC requires. In addition to his ten year career at AIT, he has worked in the private sector as well as the Ministry of National Planning and Economic Development. He holds MBAs from the Asian Institute of Technology and Yangon Institute of Economics, and a BA in International Relations from Mandalay University. He will serve as the regular focal point for international partners and the PDSG.

A number of Myanmar specialists will provide inputs across the MPC's work: AungNaingOo former Deputy Director of the Vahu Development Institute, Kyaw Yin Hlaing, former Assistant Professor at the City University of Hong Kong, Min ZawOo, Director of Research and M&E in Democracy International's Afghanistan office.

Across all areas of its work the MPC will act as a bridge-builder and work closely with the relevant Myanmar authorities and responsible line ministries, bringing them into ad-hoc working groups on particular issues. The MPC will ensure that the manifold contributions to the peace process follow a coherent approach. Eventually, the goal is that the MPC's responsibilities will gradually be taken over by the government itself, thus avoiding the creation of permanent parallel structures.

During the start up phase, an estimated total of 70 staff will be hired. Further human resources are expected to be required after the start up phase. All human resources, financial management and audit shall be in accordance with generally accepted principles and good practices. Staff appointments shall be made on the basis of approved job descriptions. Staff shall sign Code of Conduct/non-conflict of interest declarations upon taking up duties. A small number of staff from line ministries may be seconded to help ensure that skills developed at the MPC will benefit the government once the MPC's mandate ends, as well as strengthen linkages between the MPC and line Ministries.

In order to help the MPC to start functioning with the necessary technical capacity, an Independent International Expert Group will be created to advise the MPC and mentor the key staff. Its members will be comprised primarily of experts on the ethnic conflicts in Myanmar, as well as acknowledged international experts on conflict resolution.

A separate senior advisory group comprising of Myanmar nationals, the Special Advisory Group for Peacebuilding, will also be established. Candidates for this group, including prominent members of different ethnic communities, are currently being approached. This group will advise both the Union Peace-making Committees and the MPC and provide strategic guidance for the MPC.

Technical expertise for the MPC's work will be sought from international NGOs and organisations, academics and donor governments. Before such experts are deployed, the MPC will commission an inventory which collates and reviews what human resources donors, academic institutions, and NGOs could offer. Such an approach is designed to empower the MPC to decide how its needs can best be met and ensure that donor assistance is strongly aligned with the MPC's particular requirements.

While the MPC will play a central role in the peace process, it cannot and does not intend to carry out all tasks related to it. The MPC will develop strong institutional links with all local and international actors, recognising that its status as a quasi-governmental institution imbues it with both advantages and limitations.

#### *Monitoring and evaluation*

The Myanmar Peace Center will be responsible for collating documentation of all activities and produce progress reports regarding the objectives agreed upon. The Executive Director, the Special Advisory Board for Peacebuilding and the Independent International Expert group will hold monthly meetings in Yangon in order to monitor and evaluate progress and to provide strategic guidance for the MPC's activities. Necessary corrective steps will be taken as required in order to ensure timely progress towards the agreed objectives. In addition, a regular and substantive policy dialogue will be maintained between the MPC and the Peace Donor Support Group. An annual technical and financial progress report will be compiled and submitted to the Peace Donor Support Group for review and recommendations.

An annual external evaluation of the MPC's activities will be carried out by independent monitors. The first evaluation will be undertaken after five months to gauge the MPC's effectiveness and suggest whether improvements are necessary to change direction early on in the process.

A rigorous financial monitoring will be put in place as soon as the MPC is established to ensure that funds are appropriately managed and accounted for.

## Budget

### Summary for start-up phase (1<sup>st</sup> October 2012 – 28<sup>th</sup> February 2013)

No.	Description	In USD	% of total budget (Approx.)
1	<b>Personal Cost</b>		
	Salaries	503,794	19
2	<b>Fixed Assets</b>		
	Office equipment	632,921	24
	Vehicles	594,283	23
	Radio equipment	70,137	3
3	<b>Head Office Operating Cost</b>		
	Travel and Transport	386,378	15
	Communications	93,933	4
	Material and Supply	88,714	3
4	<b>Other Operating Costs</b> (auditing, evaluation, visibility actions, miscellaneous)	48,010	2
5	<b>Contingency</b>	169,272	7
	<b>TOTAL</b>	<b>2,587,441</b>	<b>100</b>

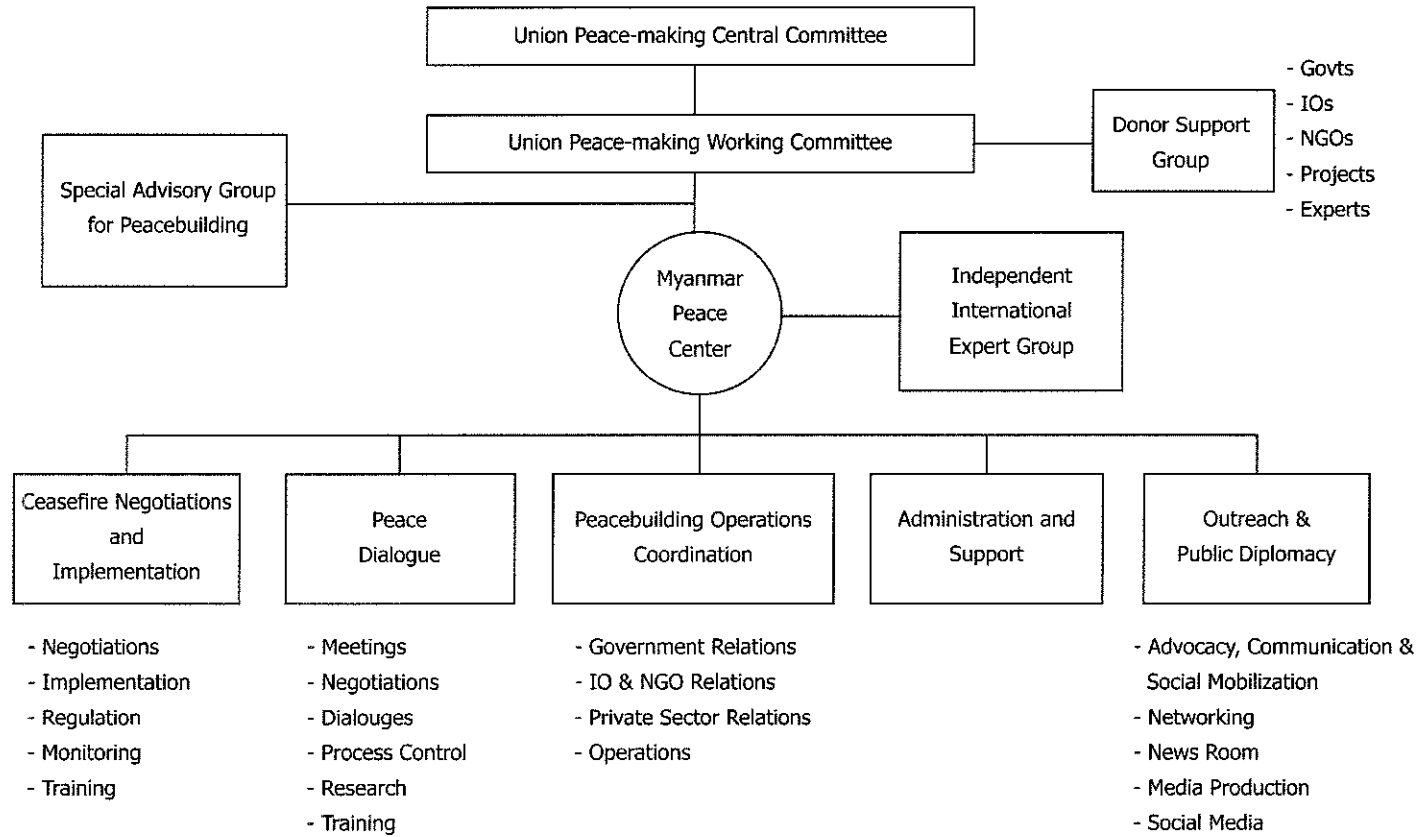
The budget for the start-up phase covers both the activities anticipated for the next five months as well as the majority of the MPC's fixed assets. A detailed budget is annexed to this proposal. Explanatory comments for particular budget lines can be found in the spreadsheet.

To date, the peace process has been funded from the personal funds of those involved in the peace process, as well as contributions by local businessmen; this model is neither desirable nor sustainable. It is important to create an independent funding stream to avoid any perceptions of obligation or indebtedness.

Experience of the peace process to date suggests that a round of talks often requires the use of up to 10 cars simultaneously. Given that dialogue often takes place in ethnic areas where infrastructure is poor, SUVs are required to safely carry government and ethnic delegations. For trips to Naypyitaw, small vans are envisaged. In the start-up phase, the MPC will vehicles including 3 Landcruisers, 3 Prados, 3 Hi-Aces, and 1 Double cabs. As the peace process intensifies, the need for additional vehicles will be assessed towards the end of the start-up phase.

To help establish the MPC, the government has allocated and renovated four buildings in Yangon which are now ready for its use. In the future, the government will allocate funds in the national budget which can be used to meet some of the MPC's financial needs, though to what extent has yet to be determined.

**Myanmar Peace Centreorganograms**



Myanmar Peace Center Organizational Chart

