



**UN COVID-19 Response and Recovery
Multi-Partner Trust Fund**

**Submission Form for Programme/Budget Revision
COVID-19 Response and Recovery Fund**

Part A: Programme Summary <i>(To be completed by the RCO)</i>				
Date of Submission:	17 February 2022			
Country/Region:	Indonesia			
RCO Contact:	Ms. Afke Bootsman			
List of RUNOs:	ILO, UNDP, UNAIDS, UNHCR			
Programme Title:	Employment and Livelihood: An inclusive approach to economic empowerment of women & vulnerable populations in Indonesia			
Total Approved Budget: (COVID-19 MPTF funds only)	USD 1,699,998.00			
Duration:	Starting Date:	01 Jan 2020	Completion Date:	01 March 2022

1. Type of Programme or Budget Revision Requested

- Change of programme scope (*submit revised ProDoc and Budget*)
 Budget revision (*submit revised Budget*)
 Extension of project duration (*submit updated Budget, if different*)

New completion date: 30 April 2022

2. Reason revision is being requested:

While the project has already attained most of the performance targets, it implements activities with the remaining budget to benefit more vulnerable groups who are affected by the pandemic. Unfortunately, COVID-19 infection surged in Indonesia over the past two months and UN staff members involved in this project and members of partner organizations have been infected by the virus, reducing the capacity to deliver outputs. By extending the project without cost implications by two months, the project would be able to achieve larger impact than initially planned to because it would allow us necessary time to utilize the remaining budget to advance NOLB agenda further.





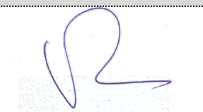
The planned activities during the extended months of the project are listed in the Annex. The four agencies assessed the risks associated with these activities and implement measures to deliver results in a timely manner. Please find the matrix of activities, risk assessment and counter-risk measures in Annex.



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3. Documents Attached:

- Revised Budget *(for change in budget)*
- Revised Programme Document *(for change in programme scope)*
- Planned activities and risk mitigation measures

Part B: Signature <i>(To be completed by ALL Recipient UN Organizations)</i>			
On behalf of Recipient UN Organizations:	Signature	Date	Name/Title
ILO		17 February 2022	Michiko Miyamoto/ILO Country Director
UNAIDS		17 February 2022	Krittayawan Boonto/UNAIDS Country Director
UNDP		17 February 2022	Norimasa Shimomura / UNDP Resident Representative
UNHCR		17 February 2022	Ann Maymann / UNHCR Representative
On behalf of the UN Resident Coordinator:			
UNRC		21 February 2022	Valerie Julliard/Resident Coordinator

Part C: Administrative Review <i>(To be completed by the Fund Secretariat)</i>
<input type="checkbox"/> Revision requiring Special Designate's approval
4. Comments by the Fund Secretariat:
5. Recommendation by the Fund Secretariat:



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Part D: Decision of the Secretary-General's Designate for the COVID19 MPTF

(To be completed by the Secretariat)

- Approve
- Approve with modification/condition
- Defer

Comments (if any):

Secretary-General's Designate for the COVID19 MPTF, Mr. Haoliang Xu

signed digitally

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Signature

9 March 2022

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Date



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Annex: Planned activities (March-April 2022) and risk mitigation measures

No	Activity (March-April 2022)	Risk description¹	Risk Mitigation measure (including assurance activities or existing internal controls)	Likelihood (1 to 3)	Impact (1 to 3)	Severity (Likelihood x Impact)
1.	<p>A series of offline workshops with labor inspectors and human resource managers in 3 provinces (Banten, DKI Jakarta, and West Java) on inclusive workplace.</p> <p>Details of the workshops are the following:</p> <p>1. Banten</p> <ul style="list-style-type: none"> - Number of days: 4 days workshop. - Number of estimated participants: 30-40 participants. <p>2. DKI Jakarta</p> <ul style="list-style-type: none"> - Number of days: 1 day workshop. 	<p>Pre-event:</p> <p>COVID-19 affected the implementing partner's responsible staff, which potentially caused some delay.</p> <p>During the event:</p> <p>The COVID-19 crisis continued limiting people's movement and hampering</p>	<p>1. We will work with our partners to prepare a back-up team of facilitators and resource persons to avoid delays.</p> <p>2. Secure workshop schedules for both offline and online ahead of time to ensure time commitments from all participants for either scenario.</p> <p>We will still prioritize conducting the activities in-person or offline with</p>	<p>2</p> <p>1</p>	<p>2</p> <p>2</p>	<p>4</p> <p>2</p>

¹ Stating the cause, effect and impact/consequence e.g. [Event that influences objectives] caused by [cause/s] may result in [consequence/s] –not simply stating the opposite of the objective.



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<p>- Number of estimated participants: 30-40 participants.</p> <p>3. West Java</p> <p>- Number of days: 4 days workshop.</p> <p>- Number of estimated participants: 30-40 participants.</p>	<p>the conduct of offline activities.</p>	<p>strict health protocol as follows:</p> <ol style="list-style-type: none">1. Mandatory COVID-19 test (Antigen/PCR) for all participants and organizers pre- and post-workshops.2. Prioritizing participants who have received 3rd dose/booster vaccine.3. Mandatory mask usage at all times, except while eating or drinking.4. If possible, conducting the workshops at outdoor venues. Another option is conducting the workshops at venues that can provide large meeting rooms with two times the capacity of the participants and with good ventilation.			
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			<p>5. If necessary reduce the number of participants to less than 20 people.</p> <p>Alternatively, as last resort, we will shift all activities online. And to ensure effective delivery of the workshop materials in online format, we will consider adding more days of the workshops with shorter duration each day.</p>			
2.	A closing online event of the project on 20 April 2022 with discussions on inclusive recovery and reporting of project achievements	Speakers infected by COVID-19	Secure alternate speakers	1	2	2
3.	<p>A series of blended method on basic entrepreneurship training skills for youth, women, people with disability, people with HIV/AIDS.</p> <p>Details of the workshops are the following:</p> <p>1. East Nusa Tenggara (In person)</p>	<p>Pre-event:</p> <p>COVID-19 affected the implementing partner's responsible staff, which potentially caused some delay.</p>	We will work with our partners to prepare a back-up team of facilitators and resource persons to avoid delays.	2	2	4



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<ul style="list-style-type: none"> - Number of days: 3 days training - Number of estimated participants: 50 <p>2. Maluku (In person)</p> <ul style="list-style-type: none"> - Number of days: 3 days training - Number of estimated participants: 50 <p>3. Papua (Hybrid)</p> <ul style="list-style-type: none"> - Number of days: 3 days training - Number of estimated participants: 20 <p>4. Kalimantan (Hybrid)</p> <ul style="list-style-type: none"> - Number of days: 3 days training - Number of estimated participants: 100 <p>5. Sumatera (Hybrid)</p> <ul style="list-style-type: none"> -Number of days: 3 days training -Number of mentoring session : 5 days - Number of estimated participants: 200 <p>6. Java and Bali (Hybrid)</p> <ul style="list-style-type: none"> -Number of days: 3 days training 	<p>During the event:</p> <p>The COVID-19 crisis continues to limit the movement of people and hinder the implementation of offline activities or the existence of a travel restriction policy</p>	<p>For activities that be delivered in-person or offline will follow strict health protocol:</p> <ol style="list-style-type: none"> 1. Mandatory COVID-19 test (Antigen) for all participants and organizers pre- and post-workshops. 2. Mandatory mask usage at all times, except while eating or drinking. 4. Limiting the number of participants to 20-25 people. <p>The offline training can be delivered shorter as an online training platform is provided to ensure effective delivery of the workshop materials.</p>	<p align="center">1</p>	<p align="center">2</p>	<p align="center">2</p>
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	-Number of mentoring session : 5 days -Number of estimated participants: 200					
4.	Launching event E-learning platform “Ruang Inklusif”	Substance not ready on time	Close coordination with partners	1	2	2
	UNDP will hold an online event to promote Ruang Inklusif website as an Open Online Courses on Basic Entrepreneurship Training	Speakers infected by COVID-19	Secure alternate speakers	1	2	2
5.	A series of online training in IT and Entrepreneurship for all refugees in Indonesia. Details of the training plan are as follow: 1. Training of Entrepreneurship and Business Grant - Training duration: 6 days. - Expected number of participants: 50 2. Coding Training	Pre-event: All training will be conducted in English through online application. All participants should be assessed to get the suitable training participants that have good English ability and IT equipment (Laptop/PC, Mobile phone).	All participants must fill training registration form that informs his/her: 1.English ability 2.Motivation to participate in the training, and 3.IT equipment specification. Training participants will be selected based on the	2	2	4



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	<ul style="list-style-type: none"> - Training duration: 11 days. - Expected number of participants: 50 <p>3. Wordpress for e-commerce (Web Design)</p> <ul style="list-style-type: none"> - Training duration: 9 days. - Expected number of participants: 50 <p>4. Digital Marketing for e-commerce</p> <ul style="list-style-type: none"> - Training duration: 6 days. - Expected number of participants: 50 <p>5. Digital Marketing Training</p> <ul style="list-style-type: none"> - Training duration: 3 days. - Expected number of participants: 50 	<p>During the event:</p> <p>During the online training, it is very critical to have good internet connection so that the learning process can be carried out smoothly.</p>	<p>information submitted by refugees.</p> <p>Internet allowance will be fully provided by UNHCR, so that training participants are able to purchase strong internet connection from reliable internet service provider.</p>	<p>2</p>	<p>2</p>	<p>4</p>
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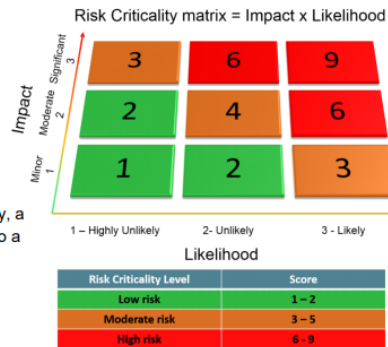
Risk Criticality, impact, and likelihood

For more detailed descriptions and information please refer to the [Risk Management intranet page](#)

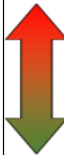
A **Risk Criticality Level score** will be automatically calculated based on the following:

$$\text{Risk Criticality Level} = \text{Impact} \times \text{Likelihood}$$

Example, a risk may have a major impact when it occurs, but the likelihood of it happening may be very remote. Conversely, a risk with a rather minor impact may turn into a major risk for the organization if it occurs repeatedly.



Likelihood	
Combination of future probability and frequency of occurrences in the past	
3 – Likely	Occurs on a regular basis and/or is likely to occur in the next 12 months.
2 – Unlikely	Does not occur regularly but likely to occur sometime in the future or has happened in the last 1 – 3 years.
1 – Highly unlikely	May occur in exceptional circumstances - Possible, but improbable; occurs only very rarely.



Impact	
Consideration given to ability to deliver, continuity of operations, financial losses, resources losses and credibility.	
3 – Significant	Will severely impact the ability to achieve objectives. Potential benefits lost and/or systems blocked.
2 – Moderate	The event harms or could impact on the achievement of objectives and/or systems.
1 – Minor	Planned objectives will be achieved without minimal constraints