

**UNEP GEF PIR Fiscal Year 2023**

Reporting from 1 July 2022 to 30 June 2023

**INSTRUCTIONS TO COMPLETE THIS PIR**

1. *Instructions in blue are directed to Task Managers / Administrative Officers*
2. *Instructions in red are directed to Project Managers and Executing Agencies*
3. When filling up the respective cells, use the Normal style from the template. The text will look like this.
4. *Fields in green are new additions since last year's PIR.*

**1. PROJECT IDENTIFICATION**

**1.1. Project details**

*This entire table is to be prepared by Task Managers*

Identification Table	GEF ID.: 8009	Umoja WBS: SB-013183
	SMA IPMR ID: 40652	Grant ID: S1-32LDL-000045
	Project Short Title: Kathmandu Urban EbA.	
Project Title	Ecosystem-Based Adaptation for Climate-resilient Development in the Kathmandu Valley, Nepal.	
Duration months	Planned	48 months
	Age	December 01, 2019; (3 years 7 months.)
Project Type	Full Size Project	
Parent Programme if child project	No.	
Project Scope	National	
Region	Asia Pacific, South Asia	
Countries	NEPAL	
GEF Focal Area(s)	Climate Change	
GEF financing amount	USD 6,242,700.	
Co-financing amount	USD 32,460,000.	
Date of CEO Endorsement/Approval	August 01, 2019.	
UNEP Project Approval Date (on Decision Sheet)	Insert the date as per Decision Sheet (As per date on the project approval sheet signed by the Divisional Director approving the UNEP GEF Project)	
Start of Implementation (PCA entering into force)	December 01, 2019.	
Date of Inception Workshop, if available	November 30, 2021.	
Date of First Disbursement	March 01, 2020.	
Total disbursement as of 30 June 2023	USD 300,000.	
Total expenditure as of 30 June 2023	USD 161,890.	
Midterm undertaken?	No.	
Actual Mid-Term Date, if taken	No.	
Expected Mid-Term Date, if not taken	July 2024	
Completion Date	Planned – original PCA	December 01, 2023.

<i>Revised – Current PCA</i>	<i>June 30, 2026.</i>
Expected Terminal Evaluation Date	<i>December, 2025</i>
Expected Financial Closure Date	<i>June 30, 2026</i>

## 1.2. Project description

*Present a brief project description, stating objective, components, executing agency and main government/other partners involved. Summarize each component in one short paragraph:*

Unplanned and increasing urbanisation in the Kathmandu Valley is compromising the provision of ecosystem goods and services such as flood attenuation, soil stabilisation, groundwater recharge, and thermal regulation. Increasing temperature rise and rainfall intensity with shorter rainy period in the recent years has accelerated increased frequency of landslides in the hill slopes and floods in the Valley floor. Climate-induced disasters have made the people vulnerable to the impacts of climate change, and increased threats to infrastructure, agriculture, natural resources, and safety of local communities. Climate change impacts are greatly affecting the women, children, the elderly, people with different abilities, and the urban poor and they are disproportionately and highly exposed to climate hazards.

To prevent several barriers such as limited technical and institutional capacity to mainstream urban ecosystem-based adaptation (EbA), financial resources for implementing EbA, and knowledge & awareness on climate change and benefits of EbA, the Kathmandu Valley Development Authority (KVDA) is executing the Ecosystem-based Adaptation for Climate-Resilient Development in the Kathmandu Valley (Urban EbA Project) with the financial resources of the Least Developed Countries Fund (LDCF) received through the UN Environment Programme - the GEF Implementing Agency. The Project aims to reduce the vulnerability of local communities and ecosystems by protecting, maintaining, and/or rehabilitating priority ecosystems such as wetlands, forests, and agro-ecological systems.

The overarching goal of this Project is to 'build the resilience of local communities in the Kathmandu Valley to the increasing impacts of climate change such as floods, landslides, and droughts. The adaptation objectives are to: (i) reduce the vulnerability of people, livelihoods, physical assets, and natural systems to the adverse effects of climate change; (ii) strengthen institutional and technical capacities for effective climate change adaptation; (iii) integrate climate change adaptation into policies, plans and associated processes; and (iv) show-case results of EbA interventions.

The objective of the Project is to reduce the vulnerability to the climate change of people living in the Kathmandu Valley through the implementation of urban EbA activities.

The Project implements nature-based solutions, and EbA interventions to (i) promote groundwater recharge, (ii) improve soil quality, (iii) reduce flooding and landslides, (iv) reduce urban 'heat island' effect and (v) increase food and water security, including non-adaptation co-benefits. This also includes socio-economic and sustainable development co-benefits including improvements of public and recreational spaces, cultural heritage sites, and air quality. This Project supports for alternative livelihood opportunities and strengthens biodiversity value.

The Project has three components.

**Component 1:** mainstreaming EbA into development planning in the Kathmandu Valley

**Component 2:** strengthened knowledge and awareness on EbA in the Kathmandu Valley

**Component 3:** EbA interventions to establish climate-resilient communities in the Kathmandu Valley

KVDA is the executing agency of this Project. The Project has received co-financing from High Powered Committee for Integrated Development of the Bagmati Civilisation (HPCIDBC), and Dhobikhola Corridor

Improvement Project (DCIP). KVDA is under the Ministry of Urban Development (MoUD) of the Government of Nepal, and the main government partners of the Project are the Ministry of Forests and Environment (Climate change focal point and forests management), Ministry of Federal Affairs and General Administration (focal ministry for local governments), Ministry of Energy, Water Resources, and Irrigation (responsible for water resources management) and local governments (municipalities).

This Project is under implementation in identified sites of 5 municipalities (Kathmandu Metropolitan City, Lalitpur Metropolitan City, Budhanilkantha Municipality, Tokha Municipality, and the Madhyapur Thimi Municipality) to: (i) reducing urban temperatures by planning trees; (ii) providing livelihoods through the use of productive trees in open spaces; (iii) improving surface water quality; (iv) increasing habitat for biodiversity; (v) providing recreational spaces; and (vi) strengthening the cultural values. The Project activities will decrease climate vulnerabilities of the local communities from flooding, landslides, and droughts, enhance groundwater recharge by planting climate-resilient tree species along the roadside, riverbanks and in the public spaces, develop permeable paving parking lots in public building plots, construct conservation ponds, and introduce EbA interventions at private household levels.

As per the Project Document, a total of 60 activities will be implemented to derive 17 outputs by the end of the Project. The Component 1 will contribute to increase the capacity of the government to integrate EbA into development planning in the Kathmandu Valley (Outcome 1) through the development of urban EbA technical guides; revision of policies, strategies, plans, by-laws and development budgets, including 20-years strategic development plan of the Kathmandu Valley; and preparation and sharing of policy briefs for revisions of the national policies, including technical training to KVDA and local government staffs (by ensuring 50% women participation).

The Component 2 will contribute to enhance knowledge and awareness of local communities on EbA (Outcome 2) which will be achieved by engaging academia and research institutions for research on EbA interventions, implementing public awareness raising campaigns through media, implementing EbA interventions in 10 schools, and disseminating project's lessons learned and best practices through a web-based urban EbA knowledge-sharing platform.

*The Component 3 targets to decrease climate vulnerabilities of local communities in the Kathmandu Valley to the climate change impacts related to flooding, landslides, and droughts (Outcome 3). Climate vulnerable and local communities of the 6 sites of 5 municipalities of three districts (Kathmandu, Lalitpur and Bhaktapur) will be directly involved in implementing the EbA interventions to achieve the outcome of this Component. The Project will train local communities (by ensuring 50% women participation), develop GIS-based EbA flood management decision-making tool, implement flood management, erosion control and groundwater recharge measures in 5 climate vulnerable public spaces, construct groundwater recharge wells and conservation pond(s), develop permeable paving parking lots, promoting rainwater harvesting & household level infiltration pits and urban farming, and plant climate resilient tree species in public spaces, roadsides and riverbanks, including development of a guide for household level EbA interventions.*

### 1.3. Project Contacts

Division(s) Implementing the project	<i>Ecosystems Division</i>
Name of co-implementing Agency	<i>No.</i>
Executing Agency(ies)	<i>Kathmandu Valley Development Authority (KVDA)</i>
Names of Other Project Partners	<i>No.</i>
UNEP Portfolio Manager(s)	<i>Ms. Jessica Troni</i>

UNEP Task Manager(s)	Ms. Moon Shrestha
UNEP Budget/Finance Officer	Ms. Bwiza Wameyo-Odemba
UNEP Support/Assistants	Ms. Ruth Mutinda.
EA Manager/Representative	Mr. Nava Raj Pyakurel, National Project Director
EA Project Manager	Currently Vacant
EA Finance Manager	Ms. Radha Kanel (Till June 2023), Ms. Smriti Purja (July Onwards).
EA Communications Lead, if relevant	NA

## 2. OVERVIEW OF PROJECT STATUS

### 2.1 UNEP PoW and UN

UNEP Current Subprogramme(s)	<i>Thematic: Climate action Foundational: Science-policy or Environmental Governance. Enabling: Finance and Economic Transformations</i>
PoW Indicator(s)	<p><b>Strategic objective 1:</b> "Climate stability". <b>PoW 2022-2023 Indicators:</b> (i) Number of national, subnational and private-sector actors that adopt climate change mitigation and/or adaptation and disaster risk reduction strategies and policies with UNEP support (ii) Amounts provided and mobilized in \$ per year in relation to the continued existing collective mobilization goal of the \$100 billion commitment through to 2025 with UNEP support (iv) Positive shift in public opinion, attitudes and actions in support of climate action as a result of UNEP action</p> <p><b>Strategic Objective 2:</b> "Living in harmony with nature". <b>PoW 2022-2023</b> (i) Number of national or subnational entities that, with UNEP support, adopt integrated approaches to address environmental and social issues and/or tools for valuing, monitoring and sustainably managing biodiversity (iii) Number of countries and national, regional and subnational authorities and entities that incorporate, with UNEP support, biodiversity and ecosystem-based approaches into development and sectoral plans, policies and processes for the sustainable management and/or restoration of terrestrial, freshwater and marine areas (iv) Increase in territory of land- and seascapes that is under improved ecosystem conservation and restoration</p>
UNEP previous Subprogramme(s)	<i>Climate Change</i>
UNSDCF / UNDAF linkages	Aligned with priority thematic area 3 "Resilience, disaster risk reduction and climate change"
Link to relevant SDG Goal(s)	The Project contributes to SDG 13 (take urgent action to combat climate change and its impacts)
Link to relevant SDG Target(s)	SDG Targets

	<p>(a) 13.1: Strengthen resilience and capacity to climate-related hazards ... (capacity of climate vulnerable communities and natural resources of Kathmandu Valley strengthened)</p> <p>(b) 13.2: Integrate climate change measures into national policies and planning (contribution to local policies and planning)</p> <p>(c) 13.3: Improve education, awareness-raising and human and institutional capacity on climate change adaptation.</p> <p>(d) 13.4: Promote mechanisms for raising capacity for effective climate change-related planning in LDCs ...</p>
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## 2.2. GEF Core Indicators:

*GEF Core or sub indicators targeted by the project as defined at CEO Endorsement/Approval, as well as results.*

Indicators	Targets – Expected Value			Materialized to date
	Mid-term	End-of-project	Total target	
Indicator 1: Number of direct beneficiaries	20500	41000	41000	1500
Indicator 2: Type and extent of assets strengthened and /or better managed to withstand the effects of climate change	20	30	30	0
Indicator 5: Public awareness activities carried out and population reached	20500	41000	41000	3000
Indicator 12: Regional, national and sector-wide policies, plan and processes developed and strengthened to identify, prioritize and integrate adaptation strategies and measures	0	1	1	0
Indicator 13: Sub national plans and processes developed and strengthened to identify, prioritize and integrate adaptation strategies and measures	0	1	1	0

**Note:** Indicators are copied from Project Document (Paragraphs 115, 117 and 118).

## 2.3. Implementation Status and Risk

*[complete the fiscal year and select: 1st PIR; 2nd PIR; ... Final PIR; select HS; S; MS; MU; U; HU; unknown; not rated to rate the progress towards outcomes and outputs in third and fourth lines; select H; S; M; L; to rate risks for the fiscal year you are reporting in the fifth line. Add more columns if needed]*

	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	FY 20
PIR #	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	....
Rating towards <b>outcomes (DO)</b> (section 3.1)	MU	U			
Rating towards <b>outputs (IP)</b> (section 3.2)	MU	U			
<b>Risk rating</b> (section 4.2)	Medium	Moderate			

**Note:** Moderate Risk - There is a probability of between 26% and 50% that assumptions may fail to hold or materialise, and/or the project may face only modest risks

During this reporting period, agreed activities were partially implemented by December 2022. A baseline study and three studies (technical guides, road map for EbA integration into local planning and programming process, and prioritised cost-effective EbA options) of the Component 1 were completed by December 2022. Furthermore, a study on web platform (Component 2) is under progress. A total of 670 saplings of tree species (of the planned 500 saplings by December 2022) have been planted and additional 1000 saplings has been planned to plant in near future. A 4-day workshop was organised in February 2023, and it trained a total of 169 participants from KVDA (central and district offices), and local governments.

Activities related to rainwater harvesting on 60 households and groundwater recharge wells are yet to be implemented with support and cooperation of the Kathmandu Valley Water Supply Management Board. The MOU was signed in September 2022 with Kathmandu Metropolitan city ward office of 7 and Kathmandu Valley Water Supply Management Board in active coordination of NPM.

In November 2022, a contract with the NPM was terminated as per the decision of the third meeting of the Project Steering Committee. The PSC argued that the Project Manager is not able to perform his duties and in the one and half year tenure, there has not no progress on the ground. PSC also raised the issue that project manager did not following procurement process and split the assignment to avoid procurement. Before the PSC's decision, UNEP TM had mission and raised these issues with the Project team. Regarding non-performance of the Project Manager, UNEP TM together with CTA identified priority interventions for six months, provided guidance to the PM and had regular meeting. As there was no progress made and there are grievances received from stakeholders on project interventions, UNEP communicated these issues to the head of KVDA, Executing Agency.

After the termination of the Project Manager's contract, KVDA established a PMU team to expedite the Project implementation. The restructured PMU has done preparatory works related to design and estimate of park management in two sites - Dhawantari and Chyasindole sites. Various inhouse and stakeholder meetings were held for coordination and cooperation.

*Rating towards outcomes:*

The rating towards outcomes is unsatisfactory as explained outcome section in table 3.1.

*Rating towards outputs: Aligned with progress reported on section 3.2.*

The rating towards output is unsatisfactory as explained outcome section in table 3.2.


*Overall risk rating: justify consolidated project risk given on Table A in section 3.3.*

The overall rating of the project is Unsatisfactory. Details in explained in section 3. In summary, the project delivery is very low (below 2.5% since PCA is signed in December 2019 and inception workshop happened in November 2021). During this reporting period, the PSC terminated the contract of Project Manager and EA formed a team from KVDA staffs. The main responsibility of managing the PMU was given to admin assistant and other members of the PMU team also didn't have defined ToR and delegation of authority. UNEP TM has raised the issue with NPD and Development Commissioner of KVDA. To address the issue, EA has requested UNEP to recruit the project manager from fair and transparent manner. UNEP is currently in the process of hiring the project manager through UNOPs.

During the reporting period, there are 2 grievances which shows that the project needs to work in collaboration with stakeholders. The project does not have standard operation plan and therefore the planning and execution of EbA intervention process is not clear. The PMU also needs capacity building on technical know-how on climate change adaptation, decision making tools on EbA prioritization and planning. In the coming year, the project needs to strengthen its technical capacity as well as ensure

transparent procurement and requirement process and participatory and bottom up planning and management of the project.








**2.4. Co-financing**

<p><b>Planned Co-finance Total:</b> <i>USD 32,360,000</i></p> <p><b>Actual to date:</b> <i>Total USD 19,936,257</i></p> <p><i>2023: USD 9,828,198</i> <i>2022: USD 10,108,059</i></p> <p><i>62% of the total is reported till date</i></p>	<p>The total co-finance planned for this project is USD 32,360,000 from High Powered Committee for Integrated Development of the Bagmati Civilisation (HPCIDBC), and Dhobikhola Corridor Improvement Project (DCIP).</p> <p>The High-Powered Committee has an objective of improving water security and resilience to climate change impacts in the Bagmati River Basin through the rehabilitation of watersheds and riverbanks. The Urban EbA Project will contribute to riverbanks greenery development and help towards reducing the climate change vulnerability.</p> <p>DCIP aims to strengthen the flood resilience of local communities living near the Dhobi Khola (River) by protecting the riverbanks. This Urban EbA project will develop GIS-based EbA flood management decision-making tool to identify potential sources for flooding and/or to evaluate the impacts of EbA interventions. This will contribute to implement measures to reducing runoff into the Dhobi Khola and reduce damages from floods.</p> <p>Total co-finance reported July 1 2022 to June 30, 2023: USD 9,828,198 . Detail of Co-financing information is given in Annex 1.</p> <div style="text-align: center;">               App 14_Co-finance report2023.xls         </div>
<p><b>Progress</b></p>	<p>During this reporting phase DCIP works in the protection of planted trees in the riverbank Of Dhobikhola, Dhobikhola cleaning and retaining the original river bed by taking out silt from river to retain its original river bed and protection and conservation of public land along the river.</p> <p>The High power Bagmati has also done the tree plantation, natural dam construction near the water source to retain the water flow in summer season, produce hydro electricity etc.</p>

**2.5. Stakeholder engagement**



<p><b>Date of project steering committee meeting</b></p>	<p>The third meeting of the Project Steering Committee (PSC) was held on 11 November 2022 under the chair of the Secretary of the Ministry of Urban Development. The meeting was attended by the Development Commissioner (KVDA) and the representative of the High-Powered Committee for Integrated Development of the Bagmati Civilization, and Ministry of Forest and Environment, the UNEP Task Manager, and the NPD of the Urban EbA Project, including invitees.</p> <p>The meeting decided the revised workplan and budget, extended the Project period, agreed to provide meeting allowance as per the guidelines of the</p>
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	<p>Ministry of Finance, and fuels for vehicle as per the government rules. The PSC decided to terminate the contract of the National Project Manager (NPM) (Annex 2).</p>  <p style="text-align: center;">Annex 2.docx</p>
<p><b>Stakeholder engagement</b></p>	<p>The Urban EbA Project prepared a project-specific Stakeholder Engagement Plan (SEP) and Grievance Redress Mechanism (GRM) in July 2022 and included it in the last Annual Report (July 2021 to June 2022). The consultations/stakeholders engaged undertaken during this reporting period is given in Annex 3. The detail list of participants of each consultation/engagement is in Annex 3.1, 3.2, 3.3 and 3.4.</p> <p>The Project has ensured stakeholder's engagement at sites. Details of the stakeholders consulted during this reporting period is given in Annex 3.1 for , capacity building training, plantation of climate-resilient tree species, and in finalising activities and designs of parks in identified Project sites.</p>    <p style="text-align: center;">Annex 3.docx      Annex 3.1.docx      Annex 4.docx</p> <p>Regarding household selection for rainwater harvesting and rooftop farming, information contained in the letters received from Ward # 10, 11 and 12 of the Budhanilkantha Municipality is given in Annex 3.2. In case of Ward # 7 of the Kathmandu Metropolitan City, a consultation meeting was organised at Gopikrishna Nager and Gangahiti to collect list of households willing to participate in the EbA interventions, namely rainwater harvesting, rooftop farming and groundwater recharge (Annex 3.2).</p>  <p style="text-align: center;">Annex 3.2.docx</p> <p>Stakeholders were actively engaged in identifying public spaces for plantation and they were actively involved in plantation as well. Process adopted to support the Rudreshwor Mahadev Temple Conservation Society for the roadside plantation is given in Annex 3.3 which also includes information related to the recommendation from the Ward Office of KMC-7 to support for plantation through the Society. Other consultations related to the implementation of the project activities are given in Annex 3.4.</p>   <p style="text-align: center;">Annex 3.3.docx      Annex 3.4.docx</p>




**2.6. Gender**

<p><b>Does the project have a gender action plan?</b></p>	<p>Yes. The Gender Action Plan for the Urban EbA Project was finalised in August 2022 and key elements of the action plan was included in the last Annual Report. Gender segregated data for each consultation done during this reporting period is given Annex 4. The project plans to recruit gender expert who will be responsible for implementation of GAP.</p> <div style="text-align: center;">               Annex 4.docx         </div>
<p><b>Gender mainstreaming</b></p>	<p>The Urban EbA Project has encouraged its partners, local governments, particularly the Ward offices to involve women in all consultation activities. The Project organised a four-day workshop on <i>Priorities of EbA Built on Local Needs, Cost-Effectiveness and Preferences of Women and Men</i> from 13 to 16 February 2023. The Project officially requested 20 organisations to send two officials, one from environment and other from the planning section separately for each day (8 officials for 4 days), with at least 50 percent of women participant, to attend the workshop.</p> <p>New participants attended each day with the repetition of PMU team members, engaged in organising the workshop. Out of 170 participants, 58 participants were women which is 34 percent of the total participants (Annex 4.1). It demands for additional efforts to encourage organisations to send women participants in future workshop and training to comply with the provision of offering awareness and capacity building to at least 50 percent of women in Project activities.</p> <div style="text-align: center;">               Annex 4.1.docx         </div> <p>[section will be uploaded into the GEF Portal]</p>

**2.7. Environmental and social safeguards management**

<p><b>Moderate/High risk projects (in terms of Environmental and social safeguards)</b></p>	<p>Was the project classified as <b>moderate/high risk CEO Endorsement/Approval Stage</b> <i>Yes/No (delete as appropriate)</i></p> <p>No. . Moderate risk was mentioned in the UNEP Environmental, Social and Economic Review Note (ESERN) of September 2018. ESERN was revisited in 2022 and all safeguard rating has been revised. The SRIF and safeguard management plan was revisited by Safeguard Advisor of the UNEP and rated the project as low risk.</p> <p>If yes, what specific <b>safeguard risks</b> were identified in the SRIF/ESERN? <i>If yes, describe the specific safeguard risks that were identified in the SRIF/ESERN.</i></p> <p>Though SRIF is rated low, the project needs to ensure that ESMP is implemented. Two reports under Component 3 on: (i) Technical Guides for</p>
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	<p>EbA interventions, and a Framework for Assessing cost-effectiveness of EbA interventions; (ii) selection and prioritisation of locally appropriate, preferred and cost-effective EbA interventions recommend a series of adaptation interventions that will be screened for ESS safeguard issues before they are implemented. <i>The project interventions, especially in component 3 includes working with critical ecosystem, vulnerable people, involves interventions in public and private lands that required coordination with large number of stakeholders. This needs to be detailed out in technical guides including clarity on role and responsibilities of stakeholders and implementation modality. The information then needs to be reflected in SEP, GAP and GRM.</i></p> <p><i>The project needs to assign the responsibility of implementation and monitoring of safeguard issues to an expert with proven expertise. In the next reporting period, the PMU will recruit safeguard expert.</i></p>
<p><b>New social and/or environmental risks</b></p>	<p>Have any new social and/or environmental risks been identified during the reporting period? <i>Yes/No (delete as appropriate)</i></p> <p><i>If yes, describe the new risks or changes.</i></p> <p>No. The Project implementation is at slow pace during this reporting period and new social and environmental risks have not been noticed and/or identified.</p> <p>X</p>
<p><b>Complaints and grievances related to social and/or environmental impacts (to be filled in by TM and EA)</b></p>	<p>Has the project received complaints related to social and/or environmental impacts (actual or potential) during the reporting period? <i>Yes/No (delete as appropriate)</i></p> <p><i>If yes, please describe the complaint(s) or grievance(s) in detail, including the status, significance, who was involved and what actions were taken.</i></p> <p>Grievance 1: During this reporting period, a journalist published news in Nepali language about the plantation of 120 tree species in narrow footpaths in Ward No. 7 of the Kathmandu Metropolitan City (<a href="https://ekantipur.com/national/2022/08/22/166113_090128459183.html">https://ekantipur.com/national/2022/08/22/166113_090128459183.html</a>). Elaborated information on this news is given in Annex 5.</p> <p>The UNEP Task Manager asked to provide details on tree plantation and response to grievance regarding the roadside tree plantation. The NPM informed the key and public stakeholders, site visit and series of discussions with the elected representatives of the Ward 7, and minuting of decisions. Plant species was selected as per the suggestion of the local people, Ward and experts. About 78 people attended stakeholder consultation meetings. NPD wrote a letter to the Ward Chief of the Kathmandu Metropolitan City to form the Stakeholder Response Committee (SRC) to redress grievance. The Project realised the need for a specific guideline for tree plantation in consultation with the Department of Forests and Soil Conservation, and Division Forest Officers of the Kathmandu, Lalitpur and Bhaktapur districts.</p> <p>Grievance 2: Third Project Steering Committee meeting, held on 11 November 2022, decided to terminate the contract of the NPM. The decision</p>

	<p>was communicated to the NPM on 26 February 2023. NPM filed a legal case in the Labour Court. KVDA officially knew about this case on 10 April 2023 and has submitted necessary information and evidence to the Court to defend the PSC decision.</p> <p>On 22<sup>nd</sup> June 2023, the court has decided that the decision of PSC has failed to comply the simple rule of contract and reinstated the NPM back to the project till his tenure. He can't be made liable of those acts where NPD decides and approved everything and every expenditure approved by NPD. NPM resumes the office from 23<sup>rd</sup> July 2023. (Annex 5).</p> <div style="text-align: center;">               Annex 5.docx         </div>
<b>Environmental and social safeguards management</b>	<p><i>Describe progress, challenges and outcomes related to the environmental and social safeguard-responsive measures documented at CEO Endorsement/ Approval in social safeguard action plan or equivalent. Older projects that were designed before environmental and social safeguard mainstreaming should proactively report any possible social safeguard benefits, as appropriate. (maximum one paragraph)</i></p> <p>ESERN report was included in the annual PIR of July 2021 to June 2022. Any environmental and social safeguards required will be duly addressed during project implementation.</p> <p>[section will be uploaded into the GEF Portal]</p>

## 2.8. Knowledge management

<b>Knowledge activities and products</b>	<p><i>Provide a narrative of knowledge activities/ products (when applicable), as outlined in knowledge management approved at CEO Endorsement/ Approval. Please attach a copy of any products.</i></p> <p>(The Project is at the initial stage of implementation. No specific knowledge products are developed and shared. During this reporting period, three reports related to the selection and prioritisation of locally led EbA interventions, development of a technical guidelines, and development of a roadmap to integrate EbA interventions into municipality-level planning processes have been prepared to implement the project activities, including a baseline study on benchmark information related to key project activities.</p> <p>[section will be uploaded into the GEF Portal]</p>
<b>Main learning during the period</b>	<p><i>Provide a short narrative on any learning during the reporting period (when applicable).</i></p> <p>Local people and local government (municipalities) have shown strong interest to participate in the Project activities and jointly implement activities through cost-sharing approach, where necessary, as per the government legislations and regulations.</p>

**2.9. Stories to be shared**

<p><b>Stories to be shared</b></p>	<p><i>Optional for mature projects: Provide a brief summary of any especially interesting and impactful project results that are worth sharing with a larger audience, and/or investing communications time in, if any.</i></p> <p>No stories exist to share. Increasing interest of local governments in developing and maintaining greenery (plantation and its protection) along the roadside, riverbanks and public places provides opportunities to meet the desired goal of the Project.</p> <p>[section to be shared with communication division/ GEF communication]</p>
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### **3. PROJECT PERFORMANCE AND RISK**

*Based on inputs by the Project Manager, the **UNEP Task Manager**<sup>1</sup> will make an overall assessment and provide ratings of:*

- (i) Progress towards achieving the project Results(s)- see section 3.1*
- (ii) Implementation progress – see section 3.2*

*Section 3.3 on Risk should be first completed by the Project Manager. The UNEP Task Manager will subsequently enter his/her own ratings in the appropriate column.*

#### **3.1 Rating of progress towards achieving the project outcomes (Development Objectives)**

*[copy and paste the CEO Endorsement (or latest formal Revision) approved Results Framework, adding/deleting outcome rows, as appropriate]*

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<sup>1</sup> For joint projects and where applicable ratings should also be discussed with the Task Manager of co-implementing agency.

Project objective and Outcomes <sup>2</sup>	Indicator	Baseline level	Mid-term target	End-of-project target	Progress as of current period (numeric, percentage, or binary entry only)	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating <sup>3</sup>
<p><b>Objective:</b> To reduce the vulnerability to climate change of people living in the Kathmandu Valley through the implementation of urban EbA</p>	<p>Percent of development budget allocated for EbA measures in Kathmandu Valley</p>	<p>0</p>	<p>X</p>	<p>Ten percent of development budget in 11 municipalities allocated for EbA measures</p>	<p>2.5%</p>	<p>The Project has yet to pick-up momentum for implementation of EbA interventions to achieve its objective.</p> <p>Two elections were held in 2022. Local election was held a month before the annual reporting of July 2021 to June 2022. Second parliamentary election was held in November 2022 and the Project has to follow the 'election code of conduct'. The Project Steering Committee decided to terminate the contract of the National Project Manager in November 2022.</p> <p>KVDA managed to continue the project implementation by forming a Project Management Unit with KVDA officials. During this reporting period, a baseline study has been completed, three studies of Component 1 (output 1) have been carried out and a 4-day workshop has been completed, including plantation of a total of 670 saplings of tree species in project sites. In addition, NPD and PMU has continued consultations with the Ward chairs and members of the project site for interventions of EbA activities. PMU has entered into an agreement with Kathmandu Valley Water Supply Management Board (KVWSMB) for technical cooperation and support on rainwater harvesting, and groundwater recharge wells.</p> <p>Overall project objective is rated as unsatisfactory because the project is not able pick up the momentum and overall expenditure is below 2.5%. The technical guide prepared has gaps and not consolidated (details explained below under outcomes and output section). The project is yet to prepare standard operational guideline. The project inception was done in November 2021 but has not been able to execute EbA interventions.</p>	<p>U</p>
				<p><b>Component 1: Mainstreaming EbA into development planning in the Kathmandu Valley</b></p>			

<sup>2</sup> As per Annex 3 (Result Framework) of the Project Document (July 2019)

<sup>3</sup> Use GEF Secretariat required six-point scale system: Highly Satisfactory (HS), Satisfactory (S), Marginally Satisfactory (MS), Marginally Unsatisfactory (MU), Unsatisfactory (U), and Highly Unsatisfactory (HU).

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Project objective and Outcomes <sup>2</sup>	Indicator	Baseline level	Mid-term target	End-of-project target	Progress as of current period (numeric, percentage, or binary entry only)	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating <sup>3</sup>
<b>Outcome 1:</b> Increased capacity of government to integrate EbA into development planning in the Kathmandu Valley	Number of plans, strategies and guides established and/or adapted for urban EbA in the Kathmandu Valley	0		At least one strategic plan and one set of by-laws integrate urban EbA and associated budget prioritized for urban EbA measures tested by the project	10%	<p><i>Three consultants were hired to prepare three separate documents namely the development of the technical guides, selection and prioritisation of cost-effective EbA interventions, and preparation of a roadmap to integrate EbA interventions into local/municipal planning processes. Findings of the roadmap would contribute to integrate urban EbA options into existing and new policies and plans. The three consultancies contributed towards <u>Output 1.1. Urban EbA technical guides developed to direct the planning, design, implementation and maintenance of urban EbA in the Kathmandu Valley.</u></i></p> <p>Results of the consultant reports were shared with the workshop participants in February 2023. A total of 70 participants attended the workshop in four days (Annex 6). They were made aware of the state-of-art of EbA and its need to integrate into local planning processes. This has greatly contributed to sensitise the officials of the local government (municipalities) and KVDA, including PMU team, and is expected to contribute to integrate urban EbA options into existing and new policies and plans. The Project expects its contribution to promote and encourage greenery, promote rainwater harvesting and recharge groundwater in the Kathmandu Valley. The Development Commission, NPD and NPM briefed the urban EbA Project and its activities to the Mayors and Ward Chairs &amp; members of the concerned municipalities.</p>	MU
<b>Component 2: Strengthened knowledge and awareness on EbA in the Kathmandu Valley</b>							
<b>Outcome 2:</b> Knowledge and awareness of local communities living in the Kathmandu	Level of knowledge and awareness on EbA of men and women living	A baseline survey will be conducted shortly after project		At least a 50% improvement in knowledge score of men and women living in the project	10%	A baseline study of the Urban EbA Project has been completed in December 2022. It sets baseline on the current state of the Project working sites, existing capacity of the government and key stakeholders, project beneficiaries, and reduce climate vulnerability through EbA interventions.	MU



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Project objective and Outcomes <sup>2</sup>	Indicator	Baseline level	Mid-term target	End-of-project target	Progress as of current period (numeric, percentage, or binary entry only)	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating <sup>3</sup>
Valley on EbA enhanced	in the project intervention sites (6 wards in 5 municipalities in 3 Districts: 82,000 people) in the Kathmandu Valley	inception. This survey will use a scorecard to assess the current level of knowledge amongst local communities in the Kathmandu Valley. The survey will use a stratified sampling approach and results will be disaggregated by gender and socio-economic status		intervention sites (6 wards in 5 municipalities in 3 Districts: 82,000 people) equally by project mid-term		<p>For this outcome, the baseline study considered, <i>inter alia</i>, institutions having areas for research plots, research topics and gender focussed EbA research topics, size of research fund available for long-term research, number of technical reports, peer-reviewed journals, number of national and international conferences with paper presentation, number of awareness raising campaigns (with women participation), amount supported to school, web platform for urban EbA lessons dissemination, information on best practices etc as indicators. The baseline report mentions no baseline in project activity areas.</p> <p>The baseline survey was conducted for 280 sample households. Half of the households reported experienced floods and nearly 90 percent of them experienced more than 5 times. Over 90 percent of the sampled households have knowledge on climate change through multiple sources, particularly newspaper, radio, and television. Majority (nearly 60 percent) respondents have realised warmer temperature, and nearly 70 percent informed no change in rainfall quantity. However, the baseline report does not mention knowledge score of men and women living in the project intervention sites.</p> <p>Sixty-four percent of the total respondents agreed to implement EbA interventions in their house, mostly plantation. Few showed interests on rooftop farming and less than 1 percent preferred infiltration pit for groundwater recharge. Furthermore, 63 and 62 percent showed willingness to install rainwater harvesting facilities, and rooftop gardening respectively.</p> <p>Flow records on groundwater extraction is not available. In 2021, maximum extraction by pumping has been estimated in sustainable way to limit the drawdown to an average of 2.4</p>	

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Project objective and Outcomes <sup>2</sup>	Indicator	Baseline level	Mid-term target	End-of-project target	Progress as of current period (numeric, percentage, or binary entry only)	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating <sup>3</sup>
						<p>meter. The baseline study also assessed the capacity of KVDA staff by interviewing 18 persons. Almost all have heard about EbA as project is housed in KVDA office. Of them, 13 staff (73 percent) needs training on urban EbA.</p> <p>Taking note of the baseline study inputs, and non-implementation of project actions, the progress is rated Marginally Unsatisfactory (MU).</p>	
<b>Component 3: EbA interventions to establish climate-resilient communities in the Kathmandu valley</b>							
<p><b>Outcome 3</b> Decreased vulnerability of communities in the Kathmandu Valley to the climate change impacts of flooding, landslides and droughts.</p>	<p>Supply of ecosystem services in the intervention sites (6 wards in 5 municipalities : 82,000 people) e.g., flood, water availability, soil stability, greenery.</p>	<p>0</p>		<p>50 % of men and women living in the project intervention sites (6 Wards in 5 municipalities: 82,000 people) notice an improvement in the supply of ecosystem services (flood control, water availability, soil stabilization, greenery improvement)</p>	<p>2.5%</p>	<p>To reduce climate vulnerability - key objective of the project, field level activities are proposed in the Project Document. They are mostly related to flood management, erosion control and groundwater recharge, tree plantation and permeable paving parking lots or rooftop farming. The Project also provisions to plant climate resilient tree species in the National Park's buffer zone, public places, roadsides and riverbanks, in addition to the construction of the conservation ponds &amp; household level infiltration pits, and rainwater harvesting. Almost all activities are yet to start implementation. The Project has supported to plant a total of 670 tree saplings in Ward no. 5 of Kathmandu Metropolitan City (120 saplings), Ward no. 3 of Changunarayan Municipality 250 saplings), and Ward 4 of Madhyapur Thimi Municipality (300 saplings), including fencing. Elaborated information on plantation is given in Annex 7.</p> <p>Baseline study has suggested activities for re-vegetation and slope stabilisation for each site related to construction of recharge wells in Neel Barahi site, plantation of broad-leaved species, and criteria to select climate resilient species along with plantation methods.</p> <p>The Project has entered into a MoU with KVWSM Board for technical cooperation on rainwater harvesting. Similarly, a MoU has been made with the Ward Chair of KMC-7 for piloting 60</p>	<p>U</p>

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Project objective and Outcomes <sup>2</sup>	Indicator	Baseline level	Mid-term target	End-of-project target	Progress as of current period (numeric, percentage, or binary entry only)	Summary by the EA of attainment of the indicator & target as of 30 June 2023	Progress rating <sup>3</sup>
						households level rainwater harvesting, and rooftop farming in Chabahil area. Overall progress on this outcome is rated Marginally Satisfactory (MS).	
	Hectares of land on which urban EbA is being implemented	0		30 hectares of land on which urban EbA is being implemented.	8.3%	Considering plantation of 1600 sapling in one hectare, about 0.42 ha is estimated planted in three areas. Importantly, Local governments and local people have shown encouraging interest in plantation and greenery development.	U

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**3.2 Rating of progress implementation towards delivery of outputs (Implementation Progress)**

Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
<b>Component 1: Mainstreaming EbA into development planning in the Kathmandu Valley</b>					







<sup>4</sup> Outputs and activities (or deliverables) as described in the project logframe (and workplan) or in any updated project revision.

<sup>5</sup> The completion dates should be as per latest workplan (latest project revision).

<sup>6</sup> As much as possible, describe in terms of immediate gains to target groups, e.g., access to project deliverables, participation in receiving services; gains in knowledge, etc.

<sup>7</sup> To be provided by the UNEP Task Manager

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Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
<p><b>Output 1.1:</b> Urban EbA technical guides developed to direct the planning, design, implementation and maintenance of urban EbA in the Kathmandu Valley</p>	Dec, 2020	(0%)	Three consultants hired (25%)	<p>Three separate reports on: (i) Technical Guides for EbA interventions, and a Framework for Assessing cost-effectiveness of EbA interventions; (ii) selection and prioritisation of locally appropriate, preferred and cost-effective EbA interventions; and (iii) a road map for the integration of EbA into municipality-level planning processes in the Kathmandu Valley have been finalised (Dec 2022 ). Through presentation, consultants shared study findings to the workshop participants (13-16 February 2023).</p> <p>The PMU organised a 4-day workshop on <i>priorities of EbA built on local needs, cost-effectiveness and preferences of women and men</i> from 13 to 16 February 2023, and trained 170 participants (Annex 6), of which close to thirty four were women participants (Annex 4.1). However, the technical guide has gaps mainly on linking proposed interventions to climate change vulnerabilities, justification on how those interventions addresses the identified vulnerabilities and build resilience, technical details of the proposed interventions, implementation modality with details of stakeholders. Similarly, the technical guide, report on EbA interventions and training manual should have been one consolidated document but currently presented as three separate documents. Thus, EA is undertaking discussion with UN Habitat to revise the technical guide to address the gaps and consolidate all studies and present as one complete guideline UN Habitat has proposed to use decision making tools to revise the interventions, prepare detail technical details of the interventions, details on implementation and operation modality.</p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">               Final Report on              Technical Guides for E         </div> <div style="text-align: center;">               Annex 4.1.docx         </div> <div style="text-align: center;">               annex 6.docx         </div> </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;"> <div style="text-align: center;">               Final Report on              Technical Modules for Urban EbA,         </div> <div style="text-align: center;">               Final Report on              KVDA Actimap         </div> <div style="text-align: center;">               FINAL REPORT-Road              UEbA Kathmandu         </div> </div>	MU
<p><b>Activity 1.1.1 optional (to be decided by TM<sup>8</sup>)</b></p>					

<sup>8</sup> The Task Manager will decide on the relevant level of disaggregation (i.e., either at the output or activity level).

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Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
<b>Output 1.2:</b> Reports developed that provide recommendations on revisions to policies, strategic plans, by-laws and development budgets for the mainstreaming of urban EbA	Dec 2020– June 2021	(0%)	(0%)	No progress. It should start at Year 2, Quarter 2 but is not started yet, and hence, progress is rated unsatisfactory.	U
<b>Output 1.3:</b> Recommendations approved by the Physical Development Committee for revisions to the 20-year strategic development plan, relevant development by-laws and budget allocated to support the integration of urban EbA in development planning	Jan 2021 – Dec 2025	(0%)	(0%)	Its progress is linked to output 1.2. Progress rating is not made for this activity as linked to the output 1.2.	NA
<b>Output 1.4:</b> Policy briefs for revisions to national policies submitted to MoUD, MoFE and the NPC	Jan – Dec 2025	(0%)	(0%)	Policy briefs will be prepared in year 4 and hence progress rating is inappropriate for this reporting period.	NA
<b>Output 1.5:</b> Seven technical training modules and materials delivered for 175 KVDA and municipal staff on planning and implementing EbA interventions in the Kathmandu Valley	July 2020 – Sept 2023	(0%)	0%	<p>PMU organised a four-day workshop in mid- February and 169 participants attended the workshop. This output is rated as satisfactory.</p> <p>The baseline study reported 13 staffs (72% of sampled staff) of KVDA need training on urban EbA in 10 areas namely on development and environment, engineering structures and environment, field-based EbA, concept of ecosystem and its services, urban flood and mitigation through EbA, urban plantation, estimation and working procedure, project management particularly land pooling, EIA, eco-friendly project-planning and implementation, and GIS.</p> <p>Besides, the local governing bodies like municipalities, wards and local partners need conceptual clarity on climate change, adaptation, EbA and know how on various decision making tools. EA is working with UN Habitat to design training modules targeted towards building capacity of various stakeholders and audience.</p>	MU
<b>Component 2: Strengthened knowledge and awareness on EbA in the Kathmandu Valley</b>					

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Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
<b>Output 2.1:</b> Forty research projects delivered within an ongoing research programme on EbA interventions in the Kathmandu Valley	July 2020 – Dec 2025	(0%)	(0%)	<p>After meeting with NAST Vice-Chancellor, PMU hold meetings with NAST officials to start implementation of this activity. Due to vacant position of the Vice-Chancellor from the last seventh months, this work has not started yet. Hence the progress is rated as Marginally Unsatisfactory (MU) with understanding that it will start implementation after receiving NAST's official proposal.</p> <p>The baseline study has listed 11 academic institutions with selection criteria to establish research plots and carry out long-term research on EbA. The baseline study has also suggested research topics related to ecosystem, economics and policy, social and institution, impacts and feasibility.</p>	MU
Output 2.2 Public awareness-raising campaign implemented in all 3 districts of the Kathmandu Valley through popular broadcast media on the effects of climate change and the role of EbA to address them	Jan 2020 – Dec 2025	(0%)	(0%)	PMU is yet to start public awareness raising activities in a massive scale. The progress is rated unsatisfactory.	U
Output 2.3: EbA interventions implemented at 10 schools in 3 districts of the Kathmandu Valley to raise awareness on urban EbA	Jan 2021 – Dec 2024	(0%)	(0%)	EbA interventions at Schools are yet to initiate. Due to no progress, it is rated as Unsatisfactory.	U
Output 2.4: Web-based urban EbA knowledge-sharing platform developed to disseminate lessons learned and best practices nationally and internationally	Jan 2021 – Dec 2025	(0%)	(0%)	PMU has hired a consulting firm to design a web platform for the dissemination EbA-related information, lessons learned and best practices. The consultant has submitted an inception report in June 2023. The inception report has mentioned key features of the web platform such as a repository of information, multilingual support, integrated monitoring tool, real-time display, data analysis mechanism, supporter engagement and social sharing, progress reports, citizen review and feedback, storytelling & beneficiary engagement, and audio & video integration. As final report is yet to submit, and web portal is yet to develop, its progress is rated Marginally Satisfactory (MS).	MS
<b>Component 3: EbA interventions to establish climate-resilient communities in the Kathmandu Valley</b>					



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Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
<p><b>Output 3.1:</b> Site assessments conducted, and participatory community planning undertaken in 5 municipalities across 3 districts for urban EbA interventions in Kathmandu Valley</p>	July 2020 – March 2021	(0%)	(0%)	<p>The baseline study report has assessed sites. The report describes the baseline of each site with focus water quality, and use of urea fertiliser in the upstream to increase crop production in Nagdaha lake. A consultation was organised in Nagdaha site to understand the existing situation and further discuss on potential EbA options (Annex 3.4).</p> <p>In Dhawantari, flooding occurs over one metre above ground level during heavy rainfall and local people have shown interest to construct 'infiltration ponds' in open areas. PMU has prepared the preliminary design for urban park development and budget estimate for Dhawantari site and a consultation was organised on 2 May 2023 (Annex 3.1). At the end of the consultation, it was known that the KMC has published a tender to develop the park in this site. Now the situation has changed on this site.</p> <p>The Chyasundole area is rated prone to landslide and soil erosion. The study has proposed for a retaining wall with weep holes for allowing drainage, bioengineering works above the retaining wall throughout the slope in the landslide area. PMU has prepared a preliminary design and budget estimate to conserve park, and fence forests in Chyansindole community forests. A public consultation was organised on 12 May 2023 (Annex 3.1) and local response is positive.</p> <p>In Neelbarahi site, landslide of more than 80° is a major challenge in forests at the western side of the temple. The baseline study has proposed, <i>inter alia</i>, recharge wells of around 6 ft width and 15 ft depth.</p>	U


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Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
				<p>The Sapan Tirtha area receives large amount of silt and sand through runoff water due to continuous excavation of hill slopes. Surrounding area is barren with a small portion of land covered by permanent vegetation. There are 5 siltation taps, and 9 sites for sand collection and deposition along the river. Local people and community-based organisations have urged for awareness raising programmes to contribute for EbA interventions. Consultation was organised in this site to discuss with the local people and technical team on the existing situation and potential EbA interventions (Annex 3.4).</p> <p style="text-align: center;"> Annex 3.4.docx</p> <p>The technical guide has gaps mainly on linking interventions proposed with climate change and justification on how those interventions are EbA and contributes towards addressing impacts of climate change. Thus, EA is discussing with UN Habitat to revise the technical guide using decision making tools used by UN Habitat for EbA planning.</p>	
<b>Output 3.2:</b> GIS-based EbA flood management decision-making tool developed for identifying future sites and interventions in three municipalities	April 2020 – March 2021	(0%)	(0%)	This activity was not started as planned and hence the progress is rated Unsatisfactory.	U
Output 3.3 Flood management, erosion control and groundwater recharge measures in 5 vulnerable public spaces in 5 municipalities across 3 districts	July 2021 – March 2025	(0%)	(0%)	The baseline study includes coordinate locations for 5 recharge wells construction in Neel Barahi site with size of around 6 ft width and 15 ft depth according to the availability of permeable strata. As this activity is yet to start, its progress is rated Unsatisfactory.	U


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Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
Output 3.4 Groundwater recharge wells, tree plantation and permeable paving parking lots on 60 public building plots in 5 municipalities across 3 districts	July 2021 – March 2025	(0%)	(0%)	The technical guides provide updates on groundwater recharging technologies, reducing floods. PMU entered into an agreement with KVWSM Board for 3 years for guidance and assistance to construct shallow aquifer wells on 60 public building plots on 22 September 2022. The progress of this activity is rated Marginally Satisfactory (MS) as agreement is made with KVWSM Board and fields have been visited for implementation. PMU considered paving in Dhawantari site as a pilot after knowing technical details from the consultant.	MS
Output 3.5 4,000 Climate-resilient trees planted and 10,000 m <sup>3</sup> of conservation ponds constructed in the SNNP buffer zone	July 2021 – March 2025	(0%)	(0%)	<p>PMU initially talked with Ward Chairs to find appropriate areas for plantation. NPD sent a letter, dated 27 April 2023 to the Chiefs (Mayors) of the Tarakeshwor Municipality, Tokha Municipality and Budhanilkantha Municipality to provide information on: (i) appropriate public buildings within the municipality for rainwater harvesting; (ii) appropriate places for plantation in urban area; and (iii) appropriate places for plantation and construction of conservation pond in buffer zones.</p> <p>In a letter, dated 26 April 2023, sent to the Budhanilkantha Municipality, NPD also requested to provide a list of already selected households who agree to bear 20% expense (Project will borne 80%) of the total budget for rainwater harvesting, rooftop farming etc. Project expects to receive information from the municipalities soon (Annex 3). The planned activities are yet to materialize.</p>	MU
Output 3.6 Implementation guide for household-level EbA interventions developed based on a stakeholder engagement process run by the 5 municipalities across 3 districts	July 2020 – March 2025	(0%)	(0%)	<p>The technical guide includes guidance, <i>inter alia</i>, for household level EbA interventions such as rooftop farming to reduce extreme heat, and vertical gardening to optimally use spaces and promote greenery at household level. The technical guide needs to be further elaborated and EA is discussing this with UN Habitat.</p> <p>PMU has a MoU with the Ward Chair of KMC-7 for piloting 60 households level rainwater harvesting, and rooftop farming in Chabahil area.</p>	U

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Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
<p>Output 3.7 EbA interventions, including rainwater harvesting, household-level infiltration pits and urban farming/gardening implemented in 280 private households across 5 municipalities in the Kathmandu Valley</p>	<p>July 2021 – March 2025</p>	<p>(0%)</p>	<p>(0%)</p>	<p>PMU has received a list of 285 selected households from 10, 11 and 12 Ward Offices of the Budhanilkantha Municipality, and consultation meeting at Gopikrishna Nagar and Gangahiti of Ward # 7 of the Kathmandu Metropolitan City for the implementation EbA interventions, namely rainwater harvesting, rooftop farming, and groundwater recharge at household level (Annex 3.2). Of the total households, 123 houses are considered owned by women which comes to 43.2 percent of the total households. Furthermore, Ward 10 of the Budhanilkantha Municipality has mentioned 6 public buildings (schools) for EbA interventions (Annex 3.2).</p> <p>The Project has entered into an agreement with the KVWSMB for technical cooperation and provide technical guidance on rainwater harvesting. PMU has an agreement with the Ward Chair of KMC-7 in September 2022 to pilot rainwater harvesting and rooftop gardening/farming in 60 households of Saraswatinagar area in Chabahil with the guidance and technical support of KVWSMB.</p> <div style="text-align: center;">             Annex 3.2.docx         </div>	<p>MS</p>

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Outputs/Activities <sup>4</sup>	Expected completion date <sup>5</sup>	Implementation status as of 30 June 2021 (%)	Implementation status as of 30 June 2022 (%)	Progress rating justification <sup>6</sup> , description of challenges faced and explanations for any delay	Progress rating <sup>7</sup>
Output 3.8 4,000 Climate-resilient trees planted in roadsides, along riverbanks and in public spaces in urban areas of the Kathmandu Valley	July 2021 – March 2025	(0%)	(0%)	<p>The Project has supported to plant a total of 670 tree saplings in KMC-7 (riverbanks), and public spaces of Changunarayan Municipality-3, and Madhyapur Thimi Municipality-4. The total area planted is estimated at 0.42 ha, considering plantation of 1600 in a hectare (but depends upon species choice and plantation site). Elaboration information on plantation is given in Annex 7 (with a report on plantation).</p> <p>PMU has officially requested Budhanilkantha, Tokha, and Tarkeshwor Municipalities to select public land for plantation. PMU in cooperation with three municipalities namely Madhyapur Thimi, Suryabinayak and Bhaktapur has selected site for plantation of 600 saplings of tree species along the Arniko Highway which belong in these municipalities. Regarding species selection, Division Forest Office of Bhaktapur district through an official letter dated 25 September 2022 has suggested to plant 5 species along the roadsides, and 8 species along the riverside and in open spaces in several places of the district (Annex 7).</p> <p>The baseline study report includes list of species for plantation which are broadleaved, native and can resist to moderate drought with multipurpose use.</p> <div style="text-align: center;">               Annex 7.docx         </div>	MS
Financial audit (July 2022 to June 2023)			Consultant hired	Audit report completed	

During this reporting period, PMU has conducted field visit in 5 different open spaces along with the Development Commission, NPD, consultants, partners such as KVWSM Board and local people, including conduction of a meeting with the consultants and the local stakeholders to implement EbA activities. PMU has designed and estimated cost for EbA implementation in Dhanwontari, Chyasingdole, Nagdaha and Neel Barahi sites and has interacted with the local people. PMU has prepared proposal on open space programme and sent to UNEP Task Manager for approval. PMU has organised 20 meetings during this reporting period to effectively implement the EbA interventions. Nine meetings were held under the chair of the Development Commissioner for necessary guidance. UNEP Task Manager attended 6 meetings, including virtual meetings. Several meetings having decisions are given in Annex 3.4

#### 4. Risk Rating

##### 4.1 Table A. Project management Risk

Please refer to the **Risk Help Sheet** for more details on rating.

Risk Factor	EA's Rating	TM's Rating
1. Management structure – Roles and responsibilities	Low (L) risk - restructured PMU is in place with necessary facilities, roles & responsibilities of the NPD and NPM defined as per the Project Document. Roles and responsibilities of the PMU team members was agreed on 29 December 2022 (Annex 3.4).	<p><i>Significant (s) risk – The project team does not have clear role and responsibility and lacks defined operational plan and therefore, it has compromised on the delivery of the project.</i></p> <p><i>The PSC has decided to terminate the contract of Project manager. In the absence of PM, NPD has formed a team consisting of staff members from KVDA. However, there is lack of clear assessment of expertise of those staff members, defined ToR, delegation of authority.</i></p> <p><i>UNEP has raised concern on recruitment of consultants. PMU has split an assignment to avoid procurement process and recruited consultants that has compromised on the technical delivery of output 1.1.</i></p> <p><i>The only intervention on the ground was roadside plantation of 620 saplings and the stakeholders' raised grievance on site selection, plantation methodology, concerns over ownership and survival of the plants. This demonstrates that stakeholders' consultation was not done effectively.</i></p>
2. Governance structure – Oversight	Moderate (M) Oversight of PMU/NPM activities was performed by the PMU under the leaderships of the NPD as usual, and overall oversight by the Development Commissioner of KVDA. A Project Operating Manual is expected to prepare and finalise soon.	<p><i>Medium (M): The project does not have proper operational guideline and therefore, planning, budgeting, implementation plan and monitoring of the project is done in ad hoc manner. Thus, the oversight of the project is a challenge.</i></p> <p><i>The project does not have M&amp;E framework and M&amp;E position of the project is vacant and there is no one at project level to monitor the project.</i></p>
3. Implementation schedule	Significant (S)–Annual programme approved by the Project Steering Committee, but not implemented as planned which is also related to the code of conduct of the general elections. The project also suffered from Covid-19 for over two years.	<i>Significant (S): The project is in its fourth year and is not able to execute any of the planned activities.</i>

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4. Budget	L Budget was not a barrier to implement the annual activities for this reporting period	<i>L: Adequate budget has been allocated for the activities and the spending is below 2.5%. However, as the project management is in transition phase, the expense should be carefully monitored.</i>
5. Financial Management	Low (L) Dedicated Finance Officer for the Project deputed	<i>L: The financial expense is below 2.5% but PMU requests for ad hoc approvals without justifications and recruitments and procurement processes are not transparent. Therefore caution needs to be exercised and expenses closely monitored.</i>
6. Reporting	Low (L) Reporting made but sometimes delayed	<i>ML: Technical and financial reporting are delayed and at times not comprehensive. This is mainly due to weak PMU and absence of crucial position within PMU including Project Manager, Finance and M&amp;E expert. :</i>
7. Capacity to deliver	Low (L) Capacity exists from management perspective, and would require refresher training on EbA options and implementation modalities but clear understanding and functional coordination amongst executing agency, implementing agency and other partners (local governments) are required for timely and effective delivery, KVDA is a technical institution having several officials from Engineering stream. Hence, exposure, training and other capacity building activities would greatly contribute to expedite project implementation.	<p><i>High (H): During this three and half year of project management, it is clear that the executing agency lacks capacity both technical and management.</i></p> <p>The project team lacks understanding of EbA principle and therefore, the work plan does not clearly reflect EbA planning in accordance to climate vulnerability of the Kathmandu Valley. From the grievance published in the newspaper related to roadside plantation, it is clear that the project team has not internalized Stakeholders engagement plan and important of stakeholders' participation. The project lacks monitoring framework. Overall, the project prepares ad hoc plans and sends to UNEP for approval. The project needs strong technical backstopping and training on EbA, climate change and adaptation.</p> <p>On Management, the project does not have operational guideline or implementation strategy and the activities are executed in ad hoc manner. The role and responsibilities within PMU is not clear. The project tries to execute all activities themselves in the site and is not clear on process to work in collaboration with municipalities, wards, and stakeholders.</p>

*If any of the risk factors is rated a Moderate or higher, please include it in table B below.*



**4.2 Table B. Risk-Log**

*Insert ALL the risks identified either at CEO endorsement (inc. safeguards screening), previous/current PIRs, and MTRs. Use the last line to propose a suggested consolidated rating.*

Risk	Risk affecting:	Risk Rating							Variation respect to last rating	
	Outcome / outputs	CEO ED	PIR 1	PIR 2 (this PIR)	MTR	PIR 3	PIR 4	PIR 5	Δ	Justification
Risk 1 Climate risks and extreme climate events impact on project interventions.	Outcomes 1-3	M	M	M	L				=	<p>The risk is medium because the project sites are impacted by climate risks and extreme climate events like urban flooding, water scarcity, landslides etc. EbA interventions are planned to address these climate vulnerabilities. The project needs to ensure that the EbA interventions will not be impacted by extreme climate events.</p> <p>The EbA interventions has been delayed and therefore, the project intervention has neither contributed in increasing the risk nor decreasing the potential risk.</p>
Risk 2 High rate of staff turnover within project management and steering committee.	All outcomes & outputs	L	L	M					↓	<p>The third Project Steering Committee meeting has decided to terminate the contract of Project Manager. The project has been without Project Manager for most part of this reporting period. In the absence of Project Manager, the Project Director formed an internal team consisting of staff members of KVDA (focal person, engineer and finance) for day to day management of the project but lacks clear delegation of authority.</p>
Risk 3 Risk of low community ownership of project activities and interventions post-project implementation.	Output 3	L-M	L	L						<p>Initial consultation with the Local governments and local communities shows their strong willingness to get involved in implementation and management of EbA activities in the identified areas. Participation of local people and ownership on EbA interventions would be better known during post-implementation stage. Preparation and use of the Project Operating Manual would lower this perceived risk.</p> <p>The project has stakeholders Engagement plan and the project has conducted series of meeting with different stakeholders. However due to lack of operation manual, during this reporting period, the project is not able to establish working relationship with the local communities and therefore limited ownership demonstrated by local stakeholders. The Executing</p>

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										Agency is preparing the Project Operating Manual to execute project activities in a planned way in the spirit of its need realised on 4 January 2023 virtual meeting between the KVDA Development Commissioner, including NPD and PMU members and the Task Manager.
Risk 4 Loss of political support at post-project implementation.	All outcomes & outputs	L	L	L				=		Initial consultations with the Mayors and frequent contact with the Ward Chairs of the Project sites assure political support for the implementation of the EbA options and contribute for future management. Support received for plantation and management of plantation sites informs continuation of political support, at least, at the Ward level.
Risk 5 Limited technical on-the-ground expertise for implementing project interventions.	All outcomes & outputs	M	M	M				↓		Human resources with basic qualification in engineering stream in the KVDA and nature of EbA options demands refresher training and exposure at frequent intervals to build and enhance capacity of the project officials.  The Executing Agency has knowledge on engineering but needs knowledge and know how on ecosystem-based adaptation, nature-based solution and linkage with climate vulnerability. This the first GEF project that EA is implementing and lacks required management knowledge and experience.
Risk 6 Interventions are not cost-effective.	Outcome 3	L	L	L				↓		Consultants have proposed cost-effective EbA interventions but there exists possibility for being costly during implementation due to increase in market price.
Risk 7 Groundwater recharge results in groundwater contamination	Outcome 3	M	M	L				↑		Site assessment does not indicate for possible contamination of groundwater and any problem encountered during groundwater recharge will be resolved with experts' involvement.
Risk 8 Pandemic issues like covid 19 resulting delay in the project	All outcomes & outputs	New risk	M	L				↓		Covid-19 was not a major issue during this reporting period. If noticed in future implementation, safe approach will be continued.
Consolidated project risk		M	L	L						<i>The overall risk is still medium as the project interventions have been delayed and therefore, Risk 1 is still medium. The project has limited technical know-how on EbA as well as management of GEF projects and therefore Risk 5 continue to be medium. Due to absence of contract of Project Manager, lack of operation guideline, the PMU is not able to function effectively and therefore increasing the risk 2 has increased from low to high in this reporting period.</i>

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**Table B.** Outstanding Moderate, Significant, and High risks

List here **only risks from Table A above that have a risk rating of M or higher in the current PIR**

Risk	Actions decided during the previous reporting instance (PIR <sub>t-1</sub> , MTR, etc.)	Actions effectively undertaken in this reporting period	Additional mitigation measures for the next periods		
			What	When	By whom
Risk 1: Climate risks and extreme climate events impact on project interventions.	<ul style="list-style-type: none"> <li>• Coordination with Department of Hydrology and Meteorology</li> <li>• Use of appropriate climate-resilient plant species.</li> <li>• Use of appropriate planting approaches with consideration of extreme events and implementation of appropriate protection measures.</li> <li>• Climate variability will be taken into account in the design of project activities.</li> <li>• An adaptive management approach will be used during project implementation in response to climate variability.</li> <li>• The timing of interventions will be adapted to avoid adverse weather conditions.</li> </ul>	<ul style="list-style-type: none"> <li>• PMU repeatedly discussed and coordinated with Division Forest Offices of three districts of the Kathmandu Valley on plantation of climate resilient species.</li> <li>• Project supported to plant 670 saplings of tree species in three Wards.</li> <li>• A Memorandum of Understanding (MoU) is signed with the Kathmandu Valley Water Supply Management Board on technical cooperation for rainwater harvesting.</li> <li>• MoU signed with Ward Chair of KMC-7 for piloting rainwater harvesting, and rooftop farming in 30 households in Saraswatinagar, Chabahil</li> </ul>	<ul style="list-style-type: none"> <li>• Financial support for plantation</li> <li>• Coordination with the Department of Hydrology and Meteorology</li> <li>• Implementation of additional EbA interventions/options</li> </ul>	July 2023-2025 (details on timing in 3.2 Rating of Progress Implementation)	NPD, PMU, DHM, Municipality Ward chairs, User committees and local communities
Risk 5 Limited technical on-the-ground expertise for implementing project interventions	<ul style="list-style-type: none"> <li>• The capacity of relevant district and local officials will be built to implement and monitor project activities effectively.</li> <li>• Regular technical oversight missions will be undertaken by UN Environment staff and/or technical advisors.</li> <li>• On-the-ground training will be provided to project implementers.</li> </ul>	<ul style="list-style-type: none"> <li>• Technical Guides and a Framework for Assessing Cost-Effectiveness of EbA Interventions has been prepared.</li> <li>• A 4-day Workshop on <i>Priorities of EbA built on Local Needs, Cost-Effectiveness and preferences of Women and Men</i> organised and 169</li> </ul>	<ul style="list-style-type: none"> <li>• Technical trainings, workshop, seminar, and awareness raising programmes will be organised as per the approved workplan</li> </ul> <p>The project is reaching out to UN Habitat for technical backstopping mainly on revision of EbA interventions using decision making tools on EbA for urban ecosystem, prepare detail technical guide for EbA</p>	2023-2025 (details on timing in 3.2 Rating of Progress Implementation)  July – Dec 2023 (UN Habitat will prepare detail technical guideline and	NPD, PMU, KVDA, experts & consultants (national and international) Ward chairs and members, user committees and local communities

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		<p>participants in total attended (each day participants were different)</p> <ul style="list-style-type: none"> <li>The Baseline Study has suggested to organise training on rooftop farming, plantation management, water source protection, financing EbA interventions, and participatory planning, and M/E</li> </ul>	<p>implementation including defined role and responsibilities of stakeholders as identified in SEP, monitoring the technical delivery of the interventions as well as build the capacity and understanding of KVDA and partners on EbA through series of trainings and possible south-south learning exposure visits.</p>	<p>training program to increase technical know how of the team on EbA). Dec 2023 – Dec 2024 (series of training on EbA, Climate change, Decision tool to integrate EbA into urban Planning to various stakeholders).</p>	<p>UN Habitat to support PMU and KVDA.</p>
Risk 7 Groundwater recharge results in groundwater contamination	<ul style="list-style-type: none"> <li>Site analyses will be conducted before the implementation of any EbA activities to ensure that infiltration interventions will not result in contamination.</li> <li>KVDA's designs for groundwater recharge wells will be reviewed to ensure that sufficient water filtration occurs.</li> <li>PMU will take technical support from Kathmandu Valley Water Supply Management Board for identification of the site and methods.</li> </ul>	<ul style="list-style-type: none"> <li>The baseline study report includes updates on groundwater potential referring a 2021 study report of KVVMB (Water Security Mapping of Kathmandu Valley) and informs 'yearly average fluctuation 2.4m of groundwater in the Valley and recommends to drawdown in average of 2.4m.</li> <li>The baseline study has proposed, <i>inter alia</i>, recharge wells of around 6 ft width and 15 ft depth in Neel Barahi site.</li> </ul>	<ul style="list-style-type: none"> <li>PMU made an agreement with KVWSM Board for guidance and assistance to construct shallow aquifer wells on 60 public building plots, and construct household level rainwater harvesting on 280 households on 22 September 2022 (for 36 months). The interventions will be screened for ESS to ensure that safeguard issues are incorporated into an updated ESMP before the measures are installed.</li> </ul>	2023-2025	PMU, NPD, KVDA, KVWSMB, Municipalities, User committee, experts and contractors.
Risk 8 Pandemic issues like covid 19 resulting delay in the project		<ul style="list-style-type: none"> <li>Covid-19 challenges did not exist now. T</li> </ul>	<ul style="list-style-type: none"> <li>A dedicated NPM will be in place shortly to expedite the project activities.</li> </ul>	2023- 2025	KVDA, NPD and PMU and partners
<i>Risk 2 High rate of staff turnover within project management and steering committee.</i>	New Risk	New Risk	Executing Agency has requested UNEP to recruit Project Manager. To ensure fair, competitive and transparent recruitment process	July – Sept 2023	UNOPs

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			while also maintaining firewall, UNEP has delegated the recruitment to UNOPs.		
<i>Management structure – Roles and responsibilities</i>	New Risk	New Risk	New Project Manager, Gender expert, M&E and safeguard experts will be recruited through fair and transparent process with clear ToRs and defined role and responsibilities.	PM will be onboard in January 2024, Other positions by March 2024.	KVDA, UNOPs
<i>Governance structure – Oversight</i>	New Risk	New Risk	Clear operational guidelines with clear implementation mechanism will be prepared and endorsed by PSC. PM and M&E expert will be responsible for execution of the guideline.	December 2023	PMU, PM, M&E expert

**High Risk (H):** There is a probability of greater than 75% that **assumptions** may fail to hold or materialize, and/or the project may face high risks.  
**Significant Risk (S):** There is a probability of between 51% and 75% that **assumptions** may fail to hold and/or the project may face substantial risks.  
**Moderate Risk (M):** There is a probability of between 26% and 50% that **assumptions** may fail to hold or materialize, and/or the project may face only modest risks.  
**Low Risk (L):** There is a probability of up to 25% that **assumptions** may fail to hold or materialize, and/or the project may face only modest risks.

### Project Minor Amendments

*Minor amendments are changes to the project design or implementation that do not have significant impact on the project objectives or scope, or an increase of the GEF project financing up to 5% as described in Annex 9 of the Project and Program Cycle Policy Guidelines.*

*Please tick each category for which a change occurred in the fiscal year of reporting and provide a description of the change that occurred in the textbox. You may attach supporting document as appropriate.*

*To be completed by Task Managers*

#### 5.1 Table A: Listing of all Minor Amendment

- Results framework
- Components and cost
- Institutional and implementation arrangements
- Financial management
- Implementation schedule
- Executing Entity

- Executing Entity Category
- Minor project objective change
- Safeguards
- Risk analysis
- Increase of GEF project financing up to 5%

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- Co-financing
- Location of project activity
- Other – no cost extension.

*[Annex document linked to reported minor amendment]*

<b>Minor amendments</b>	<i>[Provide a description of the change that occurred in the fiscal year of reporting]</i> Temporary arrangement of PMU team until NPM is hired or reinstated.
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## 5.2 Table B: History of project revisions and/or extensions

*To be completed by Task Managers*

Version	Type	Signed/Approved by UNEP	Entry into Force (last signature Date)	Agreement Expiry Date	Main changes introduced in this revision
Original legal instrument	PCA	December 2019	December 2019	1 January 2023	
Amendment 1	Revision for extension	15 December 2022	22 December 2022	30 June 2026	No cost extension

### GEO Location Information:

The Location Name, Latitude and Longitude are required fields insofar as an Agency chooses to enter a project location under the set format. The Geo Name ID is required in instances where the location is not exact, such as in the case of a city, as opposed to the exact site of a physical infrastructure. The Location & Activity Description fields are optional. Project longitude and latitude must follow the Decimal Degrees WGS84 format and Agencies are encouraged to use at least four decimal points for greater accuracy. Users may add as many locations as appropriate. Web mapping applications such as [OpenStreetMap](#) or [GeoNames](#) use this format. Consider using a conversion tool as needed, such as: <https://coordinates-converter.com> Please see the Geocoding User Guide by clicking [here](#)

Location Name Required field	Latitude Required field	Longitude Required field	Geo Name ID Required field if the location is not an exact site	Location Description Optional text field	Activity Description Optional text field
Dhanwantari, Kathmandu Metropolitan City-5	27.70169	85.3206	UEBA_Dhanwantari site 01	Kathmandu Metropolitan city, ward 4,5	Elevation 1301m.
Chyasindole, Budhanilkanth a 6	27.77698	85.36244	UEBA_Cyasindole site 02	Budhanilkanth a Municipality, ward no. 6.	Elevation 1314m.
SapanTirtha, Tokha-2	27.7749	85.33333	UEBA_Sapantirtha site 03	Tokha Municipality, ward no 2.	Elevation 1330m.
Nilbarahi, Madhyapur-9	27.68056	85.3875	UEBA_Nilbarahi site 04	Madhyapur Thimi Municipality, ward no. 9	Elevation 1360m.
Nagdaha, LMC-24	27.64944	85.3142	UEBA_Nagdaha LMC site05	Lalitpur Metropolitan city, ward no. 24.	Elevation of 1367m.

Please provide any further geo-referenced information and map where the project interventions is taking place as appropriate. \*

*[Annex any linked geospatial file]*

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*[Please provide any further geo-referenced information and map where the project interventions is taking place as appropriate]*



## Third Meeting of the Project Steering Committee<sup>1</sup>

Date of Meeting: 11 November 2022 (BS 2079/07/25), Friday

Venue: Meeting Hall, Ministry of Urban Development, Singhdurbar

SN	Name	Designation	Institution	Gender
1	Ramesh Prasad Singh, PhD	Secretary and PSC Chair	Ministry of Urban Development	Male
2	Januka Dhakal	Development Commissioner	Kathmandu Valley Development Authority (KVDA)	Female
3	-	Joint-Secretary	Ministry of Urban Development	
4	Subas Basnet	Project Chief	High-Powered Committee for Integrated Development of the Bagmati Civilization	Male
5	Megh Nath Kafle	Joint-Secretary (Tech)	Ministry of Forests and Environment	Male
6	-	Director-General	Department of Forests and Soil Conservation	
7	-	Director-General	Department of National Parks and Wildlife Conservation	
8	-	Joint-Secretary	Ministry of Federal Affairs and General Administration	
9	Moon Shrestha	Task Manager	The UN Environment	Female
10	Nava Raj Pyakurel	Deputy Development Commissioner & NPD	KVDA and Urban EbA Project	Male
<b>Invitees</b>				
1	Bhagawat Bhakta Khokali	National Project Manager	Urban EbA Project	Male
2	Batu Krishna Uprety	Technical Advisor	Urban EbA Project	Male
3	Prajya Pradhan	Programme Manager	UN Habitat Nepal Office	Female
4	Radha Kandel	Account Officer	KVDA - Urban EbA Project	Female
5	Jagadish Lamichhane	District Commissioner	Office of the District Commissioner, Kathmandu	Male

### Agenda

1. Progress of the project activities
2. Extension of the project and revision of the workplan
3. Miscellaneous

Er. Nava Raj Pyakurel, Deputy Development Commissioner of KVDA and the National Project Director (NPD) of the *Urban Ecosystem-based Adaptation for Climate Resilient Development in the Kathmandu Valley, Nepal* (Urban EbA Project) introduced the project briefly with objectives, and key activities to date with a summary of the budget for each component. Er. Pyakurel briefed the start of the project, decisions of the second meeting of the Project Steering Committee (PSC) particularly the four-year workplan and budget, including the launching and inception workshop held on 30 November 2021. He informed that the project period is for four-year, and agreement period will end by December 2022. With this background, NPD proposed to extend the project period for three years, till 2025, to implement activities within the approved budget (no cost extension will apply).

<sup>1</sup> Decisions and minutes written in Nepali are translated unofficially only for communication purpose.

Under miscellaneous agenda item, three issues were discussed. They are:

- (a) provide facilities related to allowance, vehicle fuel, motorcycle or scooter and other facilities to officials working in the government, authority (KVDA) and the Project;
- (b) Meeting allowance; and
- (c) Work efficiency of the Project Manager

**Decisions:**

The Project Steering Committee (PSC) decided as follows:

1. Information and progress updates on Urban EbA Project is noted (decision on Agenda 1).
2. Recommend the Global Environment Facility through the United Nations Environment Programme to extend the project duration for three years (December 2025) (Agenda 2)
3. About miscellaneous agenda,
  - (a) provide facilities as mentioned above (in the agenda item) based on necessity and rules and regulations (of the Government of Nepal);
  - (b) Arrange allowance as per the directive of the Ministry of Finance; and
  - (c) Terminate the contract agreement of the Project Manager taking note of his working style and inefficiency.

## Annex 3.1

### On-site Discussion for the Development and Conservation of the Park between Stakeholders, KVDA and Urban EbA Project

(Mid-July 2022 to June 2023)

SN	Name	Gender	Designation	Institution
<b>Date: 2 May 2023 (BS 2080/1/19), Monday, Dhanwantari<sup>2</sup>, Kathmandu Metropolitan City - 4&amp;5</b>				
<b>Objective of consultation:</b> To discuss on preliminary design for urban park development and budget estimate in KMC-4&5, Dhanwantari (as a part of managing the public spaces)				
<b>Outcome of consultation:</b> (i) Develop Park in remaining areas of Dhawantari site; and (ii) Asian Concreto presented about permeable paving. At the end of the consultation, it was informed that KMC has published a tender call to develop the park.				
1	Januka Dhakal	Female	Dev. Commissioner	KVDA
2	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
3	Jagadhish Lamichhane	Male	District Commissioner	Office of the District Commissioner, Kathmandu
4	Krishna Kumar Maharjan	Male	District Commissioner	Office of the District Commissioner, Bhaktapur
5	Safal Shrestha	Male	District Commissioner	Office of the District Commissioner, Lalitpur
6	Dinesh Maharjan	Male	Ward Chair	Kathmandu Metropolitan City, Ward # 4
7	Madan Koirala	Male	Member	Dhanwantari Society
8	Krishna P. Chapagain	Male	Member	Dhanwantari User Committee
9	Radha Kanel	Female	Account Officer	KVDA
10	Saurav Dhakal	Male	Engineer	KVDA
11	Surendra Ojha	Male	Sub-Engineer	Outer Ring Road Development Project, KVDA
12	Uday Kumar Pokhrel	Male	Sub-Engineer	KVDA
13	Sonika Upadhyay	Female	Sub-Engineer	KVDA
14	Dharma Raj Gaundel	Male	Engineer	Urban EbA Project
15	Sashi Thapa	Male	Member	Dhanwantari User Committee, KMC, Ward # 5
16	Birendra Prajapati	Male	Ward Chair	KMC, Ward # 5
17	Dhrona Katuwal	Male	Engineer	KVDA
18	Sudip Poudel	Male	Surveyor	Outer Ring Road Development Project, KVDA
19	Sunil Kumar Mahato	Male	Engineer	Nepal Electricity Authority
20	Birendra Poudel	Male	Engineer	Asian Concreto Pvt. Ltd
21	Shiva Raj Ghimire	Male	Manager	Asian Concreto Pvt. Ltd
<b>Date: 12 May 2023 (BS 2080.01.29), Friday, Budhanilkantha Municipality, Ward # 6, Chyasindole<sup>3</sup></b>				
<b>Objective:</b> To discuss on preliminary design and budget estimate to conserve park, and fence forests in Chyansindole Community Forests in Budhanilkanth Municipality-6 (as a part of managing the public spaces)				
1	Januka Dhakal	Female	Dev. Commissioner	KVDA
2	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
3	Saurav Dhakal	Male	Engineer	KVDA & PMU Team
4	Radha Kanel	Female	Account Officer	KVDA
5	Sapana Pandey	Female	Asst. Admin. Officer	KDVA & PMU Team

<sup>2</sup> NPD through an official letter dated 26 April 2023 (BS 2080/01/13) invited the Kathmandu Metropolitan City, Chairs of Ward # 4 and 5 (of KMC) for discussion on 2 May 2023 (BS 2080/01/19) about the preliminary design and budget estimate for the development of urban park in Dhawantari open space, as a 'pilot project'.

<sup>3</sup> NPD through an official letter dated 26 April 2023 (BS 2080/01/13) invited the Budhanilkantha Municipality and Chair of its Ward # 6 on 4 May 2023 (BS 2080/01/21) about the preliminary design and budget estimate for park development in Chyasindole community forest area and forest conservation as a 'pilot project'.

6	Dharma Raj Gaundel	Male	Engineer	Urban EbA Project
7	Uday Kumar Pokhrel	Male	Sub-Engineer	KVDA
8	Mohan Karki	Male	Chair	Chyasindole United Club
9	Sanu Kaji Khatri	Male	Chair	Chyasindole Pugare Club
10	Raju Bhandari	Male	Ward Member	Budhanilkantha Municipality Ward # 6

### Annex 3.2

## List of Households Selected for the Implementation of the EbA Interventions

(Activities: Rainwater harvesting system, rooftop farming, and groundwater recharge)

<b>56 households selected</b> based on households' selection meeting held at Gopikrishna Nagar and Gangahiti, Ward # 7 of the Kathmandu Metropolitan City (KMC) on 20 October 2022 (BS 2079/07/03) for the implementation of rainwater harvesting, groundwater recharge, and rooftop farming (make compost from kitchen waste)								
SN	Name	Gender	SN	Name	Gender	SN	Name	Gender
1	Indra Pd. Kadariya	Male	2	Kalpna Kr. Subedi	Female	3	Mohan Raj Khatiwada	Male
4	Prabha Kumari Joshi	Female	5	Dr. Manish Oli	Male	6	Ram Sikil Devi Sah	Female
7	Sarita Lamichhane	Female	8	Paras Basnet	Male	9	Bibek Subedi	Male
10	Kedar Basnet	Male	11	Sarada Chauhan	Female	12	Sambhu Prasad Pokhrel	Male
13	Iswara Lingdel	Female	14	Rina Sharma	Female	15	Tirtha Raj Chaulagain	Male
16	Prakash Pant	Male	17	Sumitra Lingdel	Female	18	Jeena Lingdel	Female
19	Sharada Pd. Trital	Male	20	Hari Ram Khadka	Male	21	Dr. Madan K. Upadhyay	Male
22	Bishnu Maskey	Female	23	Bimal Kumar Hada	Male	24	Nirmal Kumar Hada	Male
25	Ram Chandra Subedi	Male	26	Sanu Maiya Shakya	Female	27	Ranjana Niraula	Female
28	Aasha Koirala (Kafle)	Female	29	Rita Dangol	Female	30	Shyam Dangol	Male
31	Dipak Giri	Male	32	Sindhi	Female	33	Sabita Giri	Female
34	Samita Koirala	Female	35	Sunil Babu Dhungana	Male	36	Sushil Babu Dhungana	Male
37	Uddhav Dhungel	Male	38	Raju Dhungel	Male	39	Kalpna Kr. Ghimire	Female
40	Anu Poudel (Dhakal)	Female	41	Kanchan Satyal	Female	42	Kamala Devi Sigdel	Female
43	Ramani Upadhyaya	Female	44	Ram Mani Upadhyay	Male	45	Shiv Ram Karki	Male
46	Ishwor Thapa	Male	47	Manju KC	Female	48	Ranjita Khadgi	Female
49	Kiran KC	Male	50	Tara Devi Pathak	Female	51	Ishwori Budhathoki	Female
52	Janarjan Sharma	Male	53	Hari Subedi	Male	54	Yashoda Subedi	Female
55	Susmita Sitaula	Female	56	Khadka B. Shrestha	Male		<i>Sub-total Female</i>	9
	<i>Sub-total Female</i>	9		<i>Sub-total Female</i>	10			
<b>Male and Female - each 28 households (50&amp; each in line with Project Document)</b>								
<b>147 households selected</b> for rainwater harvesting, rooftop farming and groundwater recharge at Chakhkhu Marga, Panchakumari Marga, Milan Chowk, Kailashbhumi Marga, Bibek Chowk, Rudramati, Kapan Chauki Tol, Om Siddheshwor, Sapredhunga, Carpet Factory, Miteri Pool Tol, Panchakanya Temple, and Baluwakhani as per the letter of Budhanilkantha Municipality, Ward # 10, dated 26 December 2022 (BS 2079/09/11)								
SN	Name	Gender	SN	Name	Gender	SN	Name	Gender
1	Saraswati Chalaune	Female	2	Shambhu Pd. Pandey	Male	3	Kusheswor Adhikari	Male
4	Ghanashyam Regmi	Male	5	Prakash Koirala	Male	6	Lopsanga Sherpa	Male

7	Phaud Singh Khadka	Male	8	Kiran Kumar Regmi	Male	9	Sudip Rana	Male
10	Parbati Tamang	Female	11	Babita Karki	Female	12	Sudha Mainali Uprety	Female
13	Taswir Lama	Male	14	Pritam Tamang	Female	15	Gita Raut Karki	Female
16	Mukunda P. Adhikari	Male	17	Sunil Katuwal	Male	18	Kumari Baraili	Female
19	Madhu Sudan Baskota	Male	20	Prawal Raj Pokhrel	Male	21	Nim Bahadur Oli	Male
22	Durga Nepal	Female	23	Basudev Chalise	Male	24	Bhola Nath Ghimire	Male
25	Narayan Ghimire	Male	26	Shankha Narayan Shrestha	Male	27	Rebina Gorkhali	Female
28	Laxmi Rai	Female	29	Hema Gajurel	Female	30	Phurpa Sherpa	Female
31	Manoj Aryal	Male	32	Rebati Raman Phyuwal	Male	33	Thaneshwor Pant	Male
34	Yam Kumari Rana	Female	35	Sita Shiwakoti	Female	36	Sharada Khatiwada	Female
37	Chandra Mani Niraula	Male	38	Ghanashyam Acharya	Male	39	Samjhana Karki	Female
40	Sonam Sherpa	Male	41	Pramod Koirala	Male	42	Krishna Kumari Parajuli	Female
43	Shakchhi Thapa	Female	44	Santosh Koirala	Male	45	Rajesh Singh	Male
46	Shushil Thapa	Male	47	Sharita Adhikari	Female	48	Keshav Gurung	Male
49	Ram Prasad Acharya	Male	50	Sujan Lopchan	Female	51	Tara Khadka	Female
52	Saroj Pokhrel	Male	53	Lata Bohara	Female	54	Bhabuk Sharma	Male
55	Roshan Karki	Male	56	Chandra Ojha	Male	57	Krishna Shrestha	Female
58	Shushmita Niraula	Female	59	Urmila Pokhrel	Female	60	Krishnakumari Thapa	Female
61	Rita Dhakal	Female	62	Nilima Chand	Female	63	Nirav Ghimire	Male
64	Abhijit Shah	Male	65	Kul Prasad Dahal	Male	66	Hemanta Bharati	Male
67	Bijaya Rai	Male	68	Ranjana Budhathoki	Female	69	Dev Bahadur Gurung	Male
70	Hem Kumari Rana	Female	71	Rajendra Mani Acharya	Male	72	Binod Adhikari	Male
73	Rama Mainali	Female	74	Ratna Dev Shrestha	Male	75	Radha Neupane	Female
76	Dipak Adhikari	Male	77	Ravi Ghimire	Male	78	Basanta Thapa	Male
79	Dip kumar Pant	Male	80	Susmita Khatri	Female	81	Gauri Chhetri	Female
82	Meera Ojha	Female	83	Nima Namgel Sherpa	Female	84	Kamala Bohora	Female
85	Krishna Ghimire	Male	86	Phadindra Mani Ghimire	Male	87	Teena Kumari Giri	Female
88	Nayankala Gurung	Female	89	Chandra Prasad Chaulagain	Male	90	Ram Chandra Adhikari	Male
91	Basudev Adhikari	Male	92	Shree Ram Adhikari	Male	93	Indra Kumar Shrestha	Male
94	Himalaya Bhattarai	Male	95	Rupa Dhamala	Female	96	Palden Rotta	Male
97	Nirakar KC	Male	98	Dhapa Nath Pokhrel	Male	99	Ratna Kaji Shahi	Male
100	Saurav Kanel	Male	101	Budda Maya Gurung	Female	102	Mekh Man Gurung	Male
103	Thama Thapa	Female	104	Chakra Bahadur Tamang	Male	105	Punya Prasad Shivakoti	Male
106	Parbati Bohora	Female	107	Rama Raut	Female	108	Lila Bahadur Khatri	Male
109	Sanu Raja KC	Male	110	Padang Tamang	Female	111	Sharmila Giri	Female
112	Meena Shrestha	Female	113	Indra Limbu	Male	114	Swastika Karki	Female
115	Rita Devi Bam	Female	116	Sita Bhattarai	Female	117	Rachana Subedi	Female
118	Bhuvan Prasad Adhikari	Male	119	Sharada Bhandari	Female	120	Dharmendra Yadav	Male
121	Chanda Panthi	Female	122	Tanka Shivakoti	Male	123	Manjita Bhatta	Female
124	Dambar Shrestha	Male	125	Nani Babu Karki	Male	126	Dibhakar Karki	Male
127	Laxmi Limbu	Female	128	Binda Karki	Female	129	Dinesh Chand	Male

130	Narayan Bhujel	Male	131	Prakash Acharya	Male	132	Shiva Basnet	Male
133	Durga Basnet	Female	134	Bijaya Shrestha	Male	135	Pradosh Chhetri	Male
136	Durga Prasad Mishra	Male	137	Puspa Bhattarai	Female	138	Sipi Gautam	Female
139	Yajya Bam	Male	140	Bishnu Kumar Khatri	Male	141	Reliance Public School	-
142	Reliance E. Academy	-	143	Joseph High School	-	144	Bal Uddar Secondary School	-
145	Jugal English Medium School	-	146	Kalpana Ranabhat	Female	147	Nepal Chartered Basic Vidyalaya (School)	-
	<i>Sub-total Female</i>	19		<i>Sub-total Female</i>	21		<i>Sub-total Female</i>	20

**Total households in Women's name - 60, Male - 81, and public organisations (schools) - 6**

**44 households selected for rainwater harvesting, rooftop farming and groundwater recharge at Kapan area as per the letter of Budhanilkantha Municipality, Ward # 11, dated 14 December 2022 (BS 2079/08/28)**

SN	Name	Gender	SN	Name	Gender	SN	Name	Gender
1	Sabitri Pradhan	Female	2	Dhrub Adhikari	Male	3	Kushu Ram Adhikari	Male
4	Hum Laxmi Rai	Female	5	Dhali Tamang	Female	6	Saraswati Limbu	Female
7	Sunita Budhathoki	Female	8	Sarita Rai Malla	Female	9	Bhawana Khanal	Female
10	Puspa Shrestha	Male	11	Puspa Adhikari	Male	12	Kishor Adhikari	Male
13	Mohan Sunuwar	Male	14	Maheshwor Adhikari	Male	15	Bishnu Karki	Female
16	Aswin Shrestha	Male	17	Sanjita Adhikari	Female	18	Sabitri Magar	Female
19	Durga Devi Dahal	Female	20	Surendra Luintel	Male	21	Saraswati Tamang	Female
22	Sita Devi Poudel	Female	23	Parbati Tamangni	Female	24	Saru Neupane	Female
25	Kamala Raut	Female	26	Bimala Uprety	Female	27	Rama Wagle	Female
28	Jas Bahadur Waiba	Male	29	Sun Maya	Female	30	Bhupendra Gurung	Male
31	Sarita Rimal Poudel	Female	32	Sasila Adhikari	Female	33	Punya Devi Adhikari	Female
34	Ashodhari P. Poudel	Male	35	Sanu Maya Khatri	Female	36	Madh Prasad Poudel	Male
37	Dhana Maya Khatri	Female	38	Saraswati Khatiwada	Female	39	Gopal Dahal	Male
40	Dharma Raj Khanal	Male	41	Parshu Ram Sigdel	Male	42	Dima Sange Sherpa	Female
43	Chandra Magar	Male	44	Shambhu P. Adhikari	Male		<i>Sub-total Female</i>	9
	<i>Sub-total Female</i>	8		<i>Sub-total Female</i>	9			

**Total households in Women's name - 26, and Male - 18**

**38 households selected for rainwater harvesting, and rooftop farming at Shantinagar, Bindabasini, Jordhara, Adarshanagar and Phaika areas as per the letter of Budhanilkantha Municipality, Ward # 12, dated 27 December 2022 (BS 2079/09/12)**

SN	Name	Gender	SN	Name	Gender	SN	Name	Gender
1	Jaya Gurung	Female	2	Pitambar Koirala	Male	3	Kailash Khadiwada	Male
4	Kul Prasad Koirala	Male	5	Krishna Pd. Subedi	Male	6	Mani Gurung	Male
7	Prem Khadka	Male	8	Bharat Bhattarai	Male	9	Ishwor Shrestha	Male
10	Rita Kumari Bastola	Female	11	Til Kumari Gurung	Female	12	Laxmi Shrestha	Female
13	Parbati Bhattarai	Female	14	Urmila Shrestha	Female	15	Dhrub Bhandari	Male
16	Indra Shrestha	Male	17	Shambu Pd. Bhattarai	Male	18	Padam Dhoj Basnet	Male
19	Bhawana Rai	Female	20	Tulasi Wagle	Male	21	Krishna Pd. Chaulagain	Male
22	Suman Chalise	Male	23	Sunit Chalise	Male	24	Min Kumar Rai	Male
25	Brind Bahdur Thapa	Male	26	Shesh Narayan Sigdel	Male	27	Dev Das Shrestha	Male
28	Bhabisya Devi Acharya	Female	29	Ganesh Kuman Mishra	Male	30	Rajesh Bhattarai	Male
31	Uma Devi Koirala	Female	32	Arjun Dhungel	Male	33	Til Bahadur Tamang	Male

34	Prayag Raj Bhattarai	Male	35	Lok Bahadur Khatri	Male	36	Basu Dev Dahal	Male
37	Rajan Pokhrel	Male	38	Om Prasad Kafle	Male		<i>Sub-total Female</i>	1
	<i>Sub-total Female</i>	6		<i>Sub-total Female</i>	2			
<b>Total households in Women's name - 9, and Male - 29</b>								
	<b>Wards</b>		<b>Total HH</b>	<b>Households in Women's name</b>	<b>HH in Men's name</b>		<b>Public buildings (schools)</b>	
1	KMC, Ward # 7, Gopikrishna Nagar & Gangahiti		56	28	28			
2	<i>Budhanilkantha Municipality, Ward # 10, Panchakumari-Baluwakhani areas</i>		147	60	81		6	
3	<i>Budhanilkantha Municipality, Ward # 11, Kapan area</i>		44	26	18		-	
4	<i>Budhanilkantha Municipality, Ward # 12, Shantinagar-Phaika areas</i>		38	9	29			
	<b>Total</b>		<b>285</b>	<b>123</b>	<b>156</b>		<b>6</b>	
	<b>Percent</b>		<b>100</b>	<b>43.2</b>	<b>54.7</b>		<b>2.1</b>	

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## **Process Adopted to Support the Plantation Activity**

(A Case of Rudreshwor Mahadev Temple Conservation Society)

1. The Rudreshwor Mahadev Temple Conservation Society organised a meeting on 30 July 2022 (BS 2079/04/14), Saturday under the chair of Mr. Krishna Bahadur Shrestha, and discussed about the plantation activity around the temple. The meeting was attended by the vice-chair, secretary, treasurer and members, including the NPM (total participants 14). The meeting identified plantation site (300m North to roadside of the Temple).
2. On 7 August 2022 (BS 2079/04/22), Sunday, a meeting held under the Chair of Mr. Krishna Bahadur Shrestha authorised the chair to contact and do necessary consultations and agreement with the Urban EbA Project for plantation along the roadside in front of the Rudreshwor Mahadev temple. The Society wrote a letter on 9 August 2022 to the project to support for plantation. The office of the Ward 7 of the Kathmandu Metropolitan City recommended the project to support plantation and conservation of planted species on 11 August 2022 as proposed by the Rudreshwor Mahadev Temple Conservation Society.
3. The Urban EbA Project and the Rudreshwor Mahadev Temple Conservation Society entered into an agreement for plantation in the proposed area (Mahadev temple premises and roadside in front of the temple) and the Project issued a working order to perform this activity.
4. The Society planted saplings of the Tecoma species, and it was attended by over 100 participants, representing the society members, Rotarians (of nearby Rotary clubs), media, members of the other community based organisations, clubs, school and the local people.
5. The plantation programme was attended by Resham Adhikari, Upendra Dhungana, Nirajan Rimal, Dinesh Shankar Palikhe, Tika Ram Sharma, Kopila Khatiwada, Rajendra Shakya, Maheshwor Prasad Sharma, Bhagwat Bhakta Khokhali, Ujjal Aryal, Raj Kumar Maskey, Suresh Niraula, Shree Krishna Khanal, Krishna Bahadur Shrestha, Durga Raj Kafle, Rabindra Kumar Bhattarai, Bhola Khatiwada, Ghanshyam Raj Kafle, Sama Thapa Chhetri, Sudha Chaulagai, Moti Lal Udash, Prabesh Lamichhane, Dipesh Lal Udash, Kamal Chhetri, Laxman Prasad, Uttam Prasad Neupane, Chandra Gurung, Birendra Bahadur Singh, Ramesh Jung Thapa, Badri Prasad Prasai, Tilak Sapkota, Kedar Kumar Katuwal, Rita Ghimire, Dibakar Pradhan, Gagan Kumar Thapa, Manju Bohara, Chandra P. Pant, Dipa Khadka, Paru Bhattarai, Khagendra Kharel, Gokul Adhikari, Punya Ratna Bajracharya, Uttam Ghimire, Shyam Shrestha, Deepak Kumar Aryal, Bal Kumari Thapa Chhetri, Rameshwor KC, Ritesh Aryal, Govinda Ram Pant, Bhuwan Singh Thapa, Madhav Prasad Bhattarai, Subhadra, Bhagawati Acharya, Yamuna Karanjit, Sita Shrestha, Sonee Shrestha, Jayaram Pudasaini, Akhil Chapagain, Dhiraj Singh (8 people), Yegesh Chhetri, Raj Bhai Suwal, Rabin Gurung, Ram Nath Acharya, Krishna Prasad Bhattarai, Babu Ram Mishra, Ishwori Mishra, Devendra Dahal, Bijaya Sagar Pradhan, Bindu Prakash Joshi, Sarita Shakya, Anil Sitaula, Sabin Dhungel, Bishwa Tiwari, Sita Thapa, Sujan Khadka, Shree P. Limbu, Krishna P. Shrestha, Mangal Das, Devendra Khadka, Anil Pant, Sanjib Acharya, Daman Pokhrel, Manjula Adhikari, Surendra, Prabin Jimi, Kiran Ranjit, Ganga Dangol, Devendra Thapa, Sunita Rai, Sikandar, Rasik Lal Bihari, Kishor Dangol, Ramesh Nepal, Laxman Nepal, Pujan Khatiwada, Durga Nepal Poudel, Rasmi Nepal, Puskar Adhikari, Anupam Adhikari, Rabindra Shrestha, Rojita Dhital, Rajani Shrestha, Mandita Adhikari, Amod Regmi, Rita Nepal Acharya, Chhanda Prasad Nepal etc.

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## Annex 3.4

**List of Participants attending the Consultations during Site Assessments**

SN	Name	Gender	Designation	Institution
<b>Date: 8 April 2023 (BS 2079/11/25), Thursday, Sapan Tirtha, Tokha Municipality, Ward # 2</b>				
<b>Objective of field visit:</b> Conduct field visit to observe the existing situation and discuss with local people and technical team				
<b>Outcome:</b> Field visit provided updates to decision-making level on the current state of Sapan Tirtha and potential EbA interventions				
1	Januka Dhakal	Female	Dev. Commissioner	KVDA
2	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
3	Chandan Kumar Sah	Male	Engineer	KVWS Management Board
4	Pashupati Nath Koirala	Male	Consultant Expert	Urban EbA Project (time-bound)
5	Bijaya K. Singh	Male	Consultant Expert	Urban Eba Project (time-bound)
6	Prabin Chandra K.C.	Male	Hydrologist	KVWS Management Board
7	Ananda Ghimire	Male	Consultant	Urban EbA Project (time-bound)
8	Pancha Lal Dangol	Male	Chair	Sapan Tirtha Conservation Society
9	Sacheen Maharjan	Male	Member	Sapan Tirtha Conservation Society
10	Ghanshyam Poudel	Male	Law Officer	KVDA
11	Sapana Pandey	Female	Asst. Admin. Officer	PMU, Urban EbA Project
12	Saurab Dhakal	Male	Engineer	KVDA
13	Sahadev Khadka	Male	Admin. Assistant	KVDA
14	Dharma Raj Gaudel	Male	Engineer	Urban EbA Project
15	Surendra Ojha	Male	Sub-Engineer	KVDA
16	Laxman Shrestha	Male	-	KVDA
17	Hare Ram Subedi	Male	-	KVDA
18	Somraj Shrestha	Male	Member	Sapan Tirtha Conservation Society
<b>Date: 12 January 2023 (BS 2079/09/28), Thursday, Nagdaha Lalitpur Metropolitan City, Ward # 24</b>				
<b>Objective of field visit:</b> Conduct field visit to observe the existing situation and discuss with local people and technical team				
<b>Outcome:</b> Field visit provided updates to decision-making level on the current state of Nagdaha and potential EbA interventions				
1	Januka Dhakal	Female	Dev. Commissioner	KVDA
2	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
3	Radha Kanel	Female	Account Officer	Urban EbA Project
4	Ghanshyam Poudel	Male	Law Officer	KVDA
5	Sapana Pandey	Female	Asst. Admin Officer	PMU, Urban EbA Project
6	Dharma Raj Gaudel	Male	Engineer	Urban EbA Project
7	Dinesh Jung Pandey	Male	Ward Chair	Lalitpur Metropolitan City, Ward # 24
9	Badri Bhandari	Male	Member	Nagdaha Conservation Society
<b>Date: 8 April 2023 (BS 2079/11/25), Thursday, Chyasindole Community Forests, Budhanilkantha Municipality-6</b>				
<b>Objective of field visit:</b> Conduct field visit to observe the existing situation and discuss with local people and technical team				
<b>Outcome:</b> Field visit provided updates to decision-making level on the current state of Chyasindole and potential EbA interventions				
1	Januka Dhakal	Female	Dev. Commissioner	KVDA

2	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
3	Ghanshyam Poudel	Male	Law Officer	KVDA
4	Chandan Kumar Sah	Male	Engineer	KVWS Management Board
5	Ananda Ghimire	Male	Consultant	Urban EbA Project (time-bound)
6	Manoj Maharjan	Male	Chair	Local User Committee
7	Suman KC	Male	Member	Youth Club
8	Pashupati Nath Koirala	Male	Consultant Expert	Urban EbA Project (time-bound)
9	Bijay K. Singh, PhD	Male	Consultant Expert	Urban EbA Project (time-bound)
10	Prabin Chandra K.C.	Male	Member	Youth Club
11	Menuka Bhusal	Female	Ward Member	Budhanilkantha Municipality - 6, Chyansindole
12	Ravi Khadka	Male	Ward Member	Budhanilkantha Municipality - 6, Chyansindole
13	Shyam K.C.	Male	Member	Local User Committee
14	Sunil Maharjan	Male	Member	Local User Committee
15	Saurab Poudel	Male	Engineer	KVDA
16	Sapana Pandey	Female	Asst. Admin. Officer	PMU, Urban EbA Project
17	Sahadev Khadka	Male	Admin Assistant	KVDA
18	Dharma Raj Gaudel	Male	Engineer	Urban EbA Project
19	Surendra Ojha	Male	Sub-Engineer	Outer Ring Road Project
<b>Date: 8 April 2023 (BS 2079/11/25), Thursday, Dhanwantari, Kathmandu Metropolitan City, Ward # 4 &amp; 5</b>				
<b>Objective of field visit:</b> Conduct field visit to observe the existing situation and discuss with local people and technical team				
<b>Outcome:</b> Field visit provided updates to decision-making level on the current state of Dhanwantari and potential EbA interventions				
1	Januka Dhakal	Female	Dev. Commissioner	KVDA
2	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
3	Chandan Kumar Sah	Male	Engineer	KVWS Management Board
4	Ananda Ghimire	Male	Consultant	Urban EbA Project
5	Pashupati Nath Koirala	Male	Consultant Expert	Urban EbA Project (time-bound)
6	Bijay K. Singh, PhD	Male	Consultant Expert	Urban EbA Project (time-bound)
7	Prabin Chandra K.C.	Male	Hydrologist	KVWS Management Board
8	Sapana Pandey	Female	Asst. Admin. Officer	PMU, Urban EbA Project
9	Ghanshyam Poudel	Male	Law Officer	KVDA
10	Saurab Poudel	Male	Engineer	KVDA
11	Dharma Raj Gaudel	Male	Engineer	Urban EbA Project
12	Sahadev Khadka	Male	Admin Assistant	KVDA
13	Surendra Ojha	Male	Sub-Engineer	Outer Ring Road Project

## Internal Meetings with Decisions

(Under the Chair of the Development Commissioner)

SN	Name	Gender	Designation	Institution
<b>Date: 4 June 2023 (BS 2080/02/21), Monday, Dhanwantari, Kathmandu Metropolitan City - 4&amp;5</b>				
<b>Objective:</b> To conduct initial discussion about the issues raised on <b>audit</b> report of the EbA Project				
<b>Outcome:</b> Key issues regarding audit report updated and discussed to find out corrective measures				
1	Januka Dhakal	Female	Dev. Commissioner	KVDA
2	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
3	Radha Kanel	Female	Account Officer	KVDA
4	Alisha Humagain	Female	Auditor	Wagle & Associates

5	Hemanta Katuwal	Male	Auditor	Wagle & Associates
6	Bimala Bhattarai	Female	Senior Account Assistant	KVDA
7	Dharma Raj Gaudel	Male	Civil Engineer	Urban EbA Project
8	Jiban Hari Dahal	Male	Senior Assistant	PMU Member, Urban EbA Project
9	Uday Kumar Pokhrel	Male	Sub-Engineer	KVDA
<b>Date: 29 December 2022 (BS 2079/09/14), Thursday</b>				
<b>Objective:</b> To discuss on various aspects related to the implementation of Project activities				
1	Januka Dhakal	Female	Dev. Commissioner	KVDA
2	Nava Raj Pyakurel	Male	DDC & NPd	KVDA, Urban EbA Project
3	Jagadish Lamichhane	Male	District Commissioner	Office of the District Commissioner, Kathmandu
4	Krishna Kumar Maharjan	Male	District Commissioner	Office of the District Commissioner, Bhaktapur
5	Subash Chandra Aryal	Male	Administrative Officer	KVDA, PMU Member
6	Radha Kanel	Female	Account Officer	KVDA, PMU Member
7	Ghanshyam Poudel	Male	Law Officer	KVDA, PMU Member
8	Saurab Dhakal	Male	Engineer	KVDA, PMU Member
9	Sapana Pandey	Female	Asst. Admin. Officer	PMU Member
10	Dipendra Karki	Male	Account Officer	Office of the District Commissioner, Kathmandu
11	Santoshi Sapkota	Female	Asst. Admin. Officer	Office of the District Commissioner, Lalitpur
12	Sangita Neupane	Female	Asst. Account Officer	Office of the District Commissioner, Lalitpur
13	Nisha Pandey	Female	-	Special Building Construction Project
14	Keshab Karki	Male	Admin Assistant	Office of the Deputy Development Commissioner, KVDA
15	Sahadev Khadka	Male	Admin Assistant	Office of the Development Commissioner, KVDA
16	Geeta Pachhai	Female	-	-
17	Uma Mainali	Female	Senior Assistant	KVDA
18	Dharma Raj Gaudel	Male	Engineer	Urban EbA Project
19	Jibanhari Dahal	Male	Senior Assistant	KVDA
20	Nilam Dangol	Male	Environmental Expert	KVDA
21	Binod Pachhai	Male	Consultant	KVDA
<b>Decisions</b>				
1. Discussed about ToR of the PMU Team				
2. Discussed about the progress of the project to date, and activities to be implemented in days to come				
3. Discussed about the Business Plan of the KVDA				

#### **Additional consultations/meeting under the chair of the Development Commissioner**

1. On 29 December 2022 (BS 2079/09/14), the draft report of 'undertaking baseline evaluation of Urban EbA Project' was presented by Prof. Rajesh Kuman Rai under the chair of the Ms. Januka Dhakal, Development Commissioner, KVDA. There was no decision in this meeting about the draft report.
2. Under the chair of the Development Commissioner Ms. Januka Dhakal, a virtual meeting was organised with UNEP Task Manager on 4 January 2023 (BS 2079/09/20) to discuss on various aspects of the project implementation. The meeting was attended by the Deputy Development Commissioner and NPd, Administrative Officer (PMU Member), Account Officer (PMU Member), Law Officer (PMU Member), Engineer

(PMU Member), Assistant Administrative Officer (PMU Member), Ms. Pragya Joshi (UN Habitat) and Mr. Milan Bagale (Project Coordinator, UN Habitat). The decisions are as follows:

- a. The meeting introduced the restructured PMU team to the UNEP Task Manager Ms. Moon Shrestha.
- b. KVDA designated Ms. Sapana Pandey, Assistant Administrative Officer to function as the focal person of the EbA Project.

The meeting discussed on:

- c. ways to implement the project activities.
  - d. need for a Project Operating Manual (POM) to implement project activities and is preparing to develop the draft POM.
  - e. technical assistance and advice from the UN Habitat to implement the project.
  - f. revision of the procurement plan for this fiscal year (FY 2022/023).
3. All ten decisions made on 17 July 2022 (BS 2079/04/01) under the chair of the NPM were well communicated to Ms. Januka Dhakal, Development Commissioner of the KVDA in presence of the Task Manager. They were copied as meeting decisions under her chairmanship on 17 July 2022.

### **Internal Meetings on Project Implementation with Decisions**

(Under the Chair of the Deputy Development Commissioner and National Project Director)

SN	Name	Gender	Designation	Institution
<b>Date: 18 December 2022 (BS 2079/09/03)</b>				
<b>Objective:</b> To discuss on the Terms of Reference of the Project Management Unit (PMU)				
1	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
2	Subash Chandra Aryal	Male	Administrative Officer	KVDA
3	Radha Kanel	Female	Account Officer	KVDA
4	Ghanshyam Poudel	Male	Law Officer	KVDA
5	Saurab Dhakal	Male	Engineer	KVDA
6	Sapana Pandey	Female	Asst. Admin. Officer	PMU, Urban EbA Project
7	Jiban Hari Dahal	Male	Senior Assistant	KVDA
8	Dharma Raj Gaudel	Male	Engineer	Urban EbA Project
9	Om Gharananda Rajopadhyay	Male	Consultant	
<b>Decisions:</b>				
1. Prepare and submit revised procurement plan of the Project				
2. Noted the preliminary discussion about the ToR of the Project Management Unit (PMU)				
3. Finalise the PMU ToR in the next meeting				
<b>Date: 29 December 2022 (BS 2079/09/14)</b>				
<b>Objective:</b> To finalise the PMU's ToR				
1	Nava Raj Pyakurel	Male	DDC & NPD	KVDA, Urban EbA Project
2	Subash Chandra Aryal	Male	Administrative Officer	KVDA, PMU Member
3	Radha Kanel	Female	Account Officer	KVDA, PMU Member
4	Ghanshyam Poudel	Male	Law Officer	KVDA, PMU Member
5	Saurab Dhakal	Male	Engineer	KVDA, PMU Member
6	Sapana Pandey	Female	Asst. Admin. Officer	PMU Member
7	Jiban Hari Dahal	Male	Senior Assistant	KVDA
8	Dharma Raj Gaudel	Male	Engineer	Urban EbA Project
9	Om Gharananda Rajopadhyay	Male	Consultant	
<b>Decisions</b>				
1. ToR of the PMU Members is finalised which is as follows:				

<p>a. <b>Finance Manager:</b> As per the Project Document;</p> <p>b. <b>Law Officer:</b> (i) input on the legal aspect of the Project as per requirement; (ii) participate in meetings; (iii) preparation of policies and directives required for project operation; (iv) coordination on dispute resolutions; (v) input on the action plan and project activities;</p> <p>c. <b>Planning Officer:</b> (i) procurement related activities as per project requirements (national and international consultants); (ii) preparation of ToR of technical experts as per project requirement; (iii) look after all of the technical activities of the project;</p> <p>d. <b>Admin Officer</b> (7<sup>th</sup> level): (i) call meetings (except Project Steering Committee); (ii) general administration of the project; (iii) agenda recommendations; (iv) coordination with line agencies and local authorities; (iv) input on Action Plan timely and present in PMU;</p> <p>e. <b>Admin Officer</b> ((6<sup>th</sup> level): (i) record keeping of documents (minutes, filing and project related documents); (ii) email response; (iii) participation in all meetings and note taking and reporting to PMU; (iv) Member-Secretary of PMU;</p> <p>f. <b>Store Management and Procurement of Goods:</b> Jibanhari Dahal [Storekeeper (Admin 5<sup>th</sup> level)]; and Sapana Pandey - Store Manager (Asst. Administrative Officer)</p> <p>g. <b>Event management Team:</b> (i) Subash Chandra Aryal (Administrative Officer); (ii) Ghanashyam Poudel (Law Officer); (iii) Sapana Pandey (Asst. Administrative Officer)</p> <p>h. A Quarterly/Annual Report will be prepared by Pragya Pradhan of UN Habitat</p> <p>i. Monitoring, supervision and regulation will be by Project Management Unit</p>				
<table border="1"> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>				

Additional internal meetings were organised under the chair of the National Project Director which largely discussed on the state of project implementation and ways to move ahead. In an internal meeting held on 13 June 2023 (BS 2080/02/30) under the chair of the National Project Director of the Urban EbA Project, it was decided to procure service from Mr. Om Gharananda Rajopadhyay to prepare the Project Operating Manual. Furthermore, this meeting decided to prepare the project monitoring plan.

A meeting held under the chair of the National Project Director on 28 August 2022 (BS 2079/05/12) was attended by the consultant experts. The meeting decided and suggested the consultants to complete the work on as per the ToR. NPD requested the consultant(s) to provide suggestions to integrate EbA concerns into KVDA norms & standards and policies & regulations so as to support for upscaling EbA interventions to make the works of the Urban EbA Project visible.

The meeting held on 17 July 2022 (BS 2079/04/01), Sunday at the Project Office was attended by Mr. Bhagawat Bhakta Khokhali, NPM, Ms. Moon Shrestha, UNEP Task Manager, and Mr. Batu Krishna Uprety, Technical Advisor, Urban EbA Project. The meeting decided to complete the following activities by December 2022:

- a. Conduct first phase training by preparing the technical guides, prioritise cost-effective EbA interventions, and road map (Component 1) of the Project Document;
- b. Organise Urban EbA related training in 5 municipalities of the Kathmandu Valley;
- c. Organise Urban EbA related training with support from the experienced EbA experts;
- d. Make agreement to conduct research (Component 2) with NAST (Nepal Academy of Science and Technology);
- e. Construct groundwater storage wells (as per Activity 3.4.2) in at least 20 Ward-level public buildings;
- f. Start plantation and conservation pond activities (as per Activity 3.5) in buffer zones of Shivapuri-Nagarjun National Park;
- g. Install rainwater harvesting facilities in at least 60 households of Ward # 7 of the Kathmandu Metropolitan City and Budhanilkantha Municipality (as per Activity 3.7);
- h. Plant at least 500 saplings of tree species along the roadside (construction completed road) and public open spaces;
- i. Start recruitment of Monitoring & Evaluation Officer, and Administration/Finance Officer, having experiences on UN/GEF system (process); and
- j. Submit annual report for GEF by July 2022.

Meetings held on 4 June 2023, 4 May 2023, 30 March 2023, 24 November 2022, 13 November 2022, and 1 September 2022 focused particularly in reviewing the implementation progress of the project activities and discussed on the ways forward to effectively implement the workplan.

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Annex 3

## State of Implementation of the Stakeholder Engagement Plan for Urban EbA Project

July 2022 report

(Stakeholder Engagement Plan as included in the July 2022 report)

Project Outputs	Stakeholder Engagement Activity	Work Plan (Timing)	Location	Methodology	Project (with stakeholders)
<i>Component 1: Mainstreaming EbA into development planning in the Kathmandu Valley</i>					
<i>Outcome 1: Increased capacity of government to integrate EbA into development planning in the Kathmandu Valley</i>					
<b>Outputs</b>					
1.1 Urban EbA technical guides developed to direct the planning, design, implementation and maintenance of urban EbA	Technical guide prepared through procuring services & consultations	Yr 1 (Q1-4)	Project office	Study, consultations, report and publication	Ministries, KVDA, Municipalities, academe, and NGOs
1.2 Reports developed that provide recommendations on revisions to policies, strategic plans, by-laws and development budgets for the mainstreaming of urban EbA	Review report prepared, consultations and interactions	Yr 1 (Q1-4) - Yr 2 Q3	Project office	Review, consultations, meetings, and reports	NPC, Ministries (MoUD & MoFE), KVDA, Municipalities and consultants
1.3 Recommendations approved by the Physical Development Committee for revisions to the 20-year strategic development plan, by-laws and budget to support the integration of urban EbA in development planning	Committee meeting(s) to adopt guidance document	Yr 2 (Q3-4), and Q4 for Years 2-4	Project office	Meeting(s), revision, and consultations	Physical Development Committee members and KVDA
1.4 Policy briefs for revisions to national policies submitted to MoUD, MoFE and the NPC	Policy briefs prepared	Yr 3(Q4) and Yr 4 (Q1-4)	Project office	Study and publication	NPC, MoUD, MoFE & KVDA
1.5 Seven technical training modules and materials delivered for 175 KVDA and municipal staff on planning and implementing EbA interventions	175 KVDA and municipal staff trained	Yr 1 (Q1-4)- Yr 2 Q3	KVDA office	Training and proceeding publication	KVDA and municipal staffs, trainer(s) and facilitator, UNEP & GAN
<i>Component 2: Strengthened knowledge and awareness on EbA in the Kathmandu Valley</i>					

<i>Outcome 2. Knowledge and awareness of local communities living in the Kathmandu Valley on EbA enhanced</i>					
2.1 Forty research projects delivered within an ongoing research programme on EbA interventions	30 or more research conducted, and some research papers prepared	Yr 1 (Q3-4), and all quarters of Years 2-4	Research sites	Research, report preparation and publications	Academic & research institutions such as NAST, TU, KU researchers, and supervisors
2.2 Public awareness-raising campaign implemented through popular broadcast media on the effects of climate change and the role of EbA to address them	Several awareness raising campaigns/ events organised	Q1-2 for all Years (1-4)	Kathmandu Valley	IEC materials preparation, publication, and campaigns	All stakeholders in particular local communities, Communicators and media, UNEP & GAN
2.3 EbA interventions implemented at 10 schools to raise awareness on urban EbA	10 schools selected and EbA interventions implemented	Yr 2 (Q1-4) and Yr 3 (Q1-2)	Selected schools in three districts	IEC materials preparation, publication and sharing	Teachers, students, and school management
2.4 Web-based urban EbA knowledge-sharing platform developed to disseminate lessons learned and best practices nationally and internationally	Website developed and knowledge and learnings shared	All quarters (Years 2-4)	Kathmandu Valley, national and worldwide	Information preparation and sharing	Implementers and all stakeholders
<i>Component 3. EbA interventions to establish climate-resilient communities in the Kathmandu valley</i>					
<i>Outcome 3. Decreased vulnerability of communities in the Kathmandu Valley to the climate change impacts of flooding, landslides and</i>					
3.1 Site assessments conducted, and participatory community planning undertaken in 5 municipalities across 3 districts for urban EbA interventions	5 sites assessed and plan developed with stakeholder's participation	Yr (Q3-4) and Yr 2 (Q1-4)	Project sites (as mentioned in Table 2.1, #8)	Study and plan preparation	Study team, concerned Municipalities, Ward local communities and CBOs
3.2 GIS-based EbA flood management decision-making tool developed for identifying future sites and interventions in three municipalities	Flood management tool developed	Yr 1 (Q2-4) and Yr 2 (Q1)	Project office	Tool preparation and publication	Tool developers, Municipalities, and users
3.3 Flood management, erosion control and groundwater recharge measures in 5 vulnerable public spaces in 5 municipalities across 3 districts	Flood management, erosion control and groundwater recharge implemented in 5 public places	Yr 2 (Q3-4), Yr 3 (Q1-4) & Yr 4 (Q1)	Vulnerable public places in the Valley	Measures implementation and hands-on training	All implementer
3.4 Groundwater recharge wells, tree plantation and permeable paving parking lots on 60 public	Groundwater recharge wells and permeable paving parking	Yr 2 (Q3-4), Yr 3 (Q1-4) & Yr 4 (Q1)	Public buildings in the Valley	Wells construction, plant saplings	All implementers, including public entities owners

building plots in 5 municipalities across 3 districts	constructed in 60 public buildings and trees planted			plantation, paving in parking lots and techniques publication	
3.5 4,000 Climate-resilient trees planted and 10,000 m <sup>3</sup> of conservation ponds constructed in the SNNP buffer zone	4000 saplings planted and 10,000 m <sup>3</sup> of conservation ponds constructed	Yr 2 (Q3-4), Yr 3 (Q1-4) & Yr 4 (Q1)	Shivapuri-Nagarjun National Park	Saplings plantation and replacement, & construction of conservation ponds	SNNP, Division Forest Office, local communities living in Park's buffer zone
3.6 Implementation guide for household-level EbA interventions developed based on a stakeholder engagement process run by the 5 municipalities across 3 districts	Implementation guide developed and stakeholder engagement process continued	Yr 1 (Q3-4), Yr 2 (Q1-2)	Households of 5 municipalities	Implementation guide preparation and publication	All implementers and households
3.7 EbA interventions, including rainwater harvesting, household-level infiltration pits and urban farming/gardening implemented in 280 private households across 5 municipalities in the Kathmandu Valley	280 private households practices urban farming, including rainwater harvesting and infiltration pits	Yr 2 (Q3-4), Yr 3 (Q1-4) & Yr 4 (Q1)	Private households in 5 municipalities	Construction, maintenance and farming, techniques publication	All implementers and households
3.8 4,000 Climate-resilient trees planted in roadsides, along riverbanks and in public spaces in urban areas of the Kathmandu Valley	4000 saplings planted in roadsides, riverbanks, and public spaces	Yr 2 (Q3-4), Yr 3 (Q1-4) & Yr 4 (Q1)	Roadside, riverbanks and public spaces	Saplings plantation, and replacement	Implementers including property owners, Division Forest Offices, Local communities & CBOs

<sup>4</sup> Through an official letter signed by the NPD, dated 27 April 2023 (BS 2080/01/14), the Project has requested the Chiefs (Mayors) of the Tarakeswor Municipality, Tokha Municipality and Budhanilkantha Municipality to provide information on: (i) appropriate public buildings within the municipality for rainwater harvesting; (ii) appropriate places for plantation in urban area; and (iii) appropriate places for plantation and construction of conservation pond in buffer zones. In a letter, dated 26 April 2023, sent to the Budhanilkantha Municipality, NPD also requested to provide a list of already selected households who agree to bear 20% expense (Project will borne 80%) of the total budget for rainwater harvesting, rooftop farming etc. Project expects to receive information from the municipalities soon. Offices would have lots of additional works during mid-June to mid-July as the Nepali fiscal year closes in mid-July.



<b>Project Management</b>					
Management arrangements	Meetings of the Project Steering Committee	Annually and more often if required	Office of the PSC Chair or other places	Meetings, including minutes	PSC members organisations NPD
	Technical Working Group	Biannually	Office of the Chair or other places	Meeting	TWG members and PMU
Monitoring and evaluation	Regular monitoring, mid-term, and terminal evaluation	Yr 1 (Q2-3), Yr 2 (Q4 - mid-term) and Yr 4 (Q4) terminal evaluation)	Project office and sites	Monitoring reports	PMU, Municipalities/Wards, local communities, all stakeholders UNEP
Reporting	Quarterly, bi-annual and annual reporting	Quarterly, bi-annually and annually	Concerned agencies	Report preparation	PMU/Project team, concerned agencies & UNEP
Communication - information generation, documentation and sharing	Project period and continuous	Throughout the Project period	Study, documentation, consultations, research publications, monitoring results	Publications	NPC, ministries & departments, local people, communities NGOs & CBOs, academic and research institutions, UN & regional bodies and people at large

**Note:** For timing (when), approved workplan is referred.

Annex 4.1

## **Women Participation in Workshops, Training, Meetings and Stakeholder Consultations**

### ***Workshop on Priorities of EbA built on Local Needs, Cost-Effectiveness and Preferences of Women & Men***

13-16 February 2023, Kathmandu

SN	Name	Designation	Office
<b>Day 1: 13 February 2023 (1 Falgun 2079), Monday</b>			
1	Januka Dhakal	Development Commissioner	Kathmandu Valley Development Authority
2	Ankita Khatiwada	Agriculture (student)	
3	Apsara Ghimire	Planning Assistant	KVDA
4	Ganga Oli	Senior Assistant	KVDA
5	Leela Pathak	Museum Officer	National Museum
6	Prem Kumari Adhikari	NG Class I	Kathmandu Metropolitan City
7	Radha Kanel	Account Officer	Kathmandu Valley Development Authority
8	Sabina Badal	Assistant Forest Officer	Division Forest Office, Bhaktapur
9	Sanika Upadhyay	Sub-Engineer	Kathmandu Valley Development Authority

10	Sapana Pandey	Asst. Admin. Officer	Kathmandu Valley Development Authority
11	Uma Mainali	Senior Assistant	Office of the Development Comm., KVDA
<b>Day 2: 14 February 2023 (2 Falgun 2079), Tuesday</b>			
1	Ankita Khatiwada	Agriculture (student)	
2	Bhim Maya Tamang	Assistant Forest Officer	Division Forest Office. Bhaktapur
3	Bimala Bhattarai	NG Class I	KVDA
4	Dhan Maya Sunuwar	Assistant Forest Officer	Division Forest Office, Kathmandu
5	Kalpana Sundas	Ward Member	Kathmandu Metropolitan City - 7
6	Prakriti K.C.	Engineer	Office of the District Commissioner, Kathmandu
7	Pratima Regmi	NG Class I	Kathmandu Valley Development Authority
8	Prema Thapa	Assistant Forest Officer	Division Forest Office, Lalitpur
9	Radha Kanel	Finance Manager	Urban EbA Project
10	Rita Rajbahak	Member	Thimi Bhaktapur
11	Rosana Pokharel	Assistant Forest Officer	Division Forest Office, Kathmandu
12	Sapana Pandey (Ms)	Asst. Admin. Officer	KVDA, Kathmandu
13	Sunita Upadhyay	Sub-Engineer	KVDA, Kathmandu
<b>Day 3: 15 February 2023 (3 Falgun 2079), Wednesday</b>			
1	Amrita Pandeya	Special Assistant (Law)	Office of the District Commissioner, Lalitpur
2	Ankita Khatiwada	Agriculturist	
3	Bhagawati Ghimire	Teacher	Rudreshwor Mahadev Temple Cons. Society
4	Bina Shrestha	Member	Bal Kumari Bishuvir Community Forests
5	Gita Neupane	NG Class I	KVDA
6	Lila Shrestha	Deputy Editor	Kantipur Daily
7	Padma Shakya	Member	Bal Kumar Bishnuvir Community Forests
8	Parbati Dahal	Intern (Engineering)	
9	Rama Rajbahak	Member	Nil Barahi Community Forests, Thimi
10	Ramila Shrestha	NG Class I	KVDA
11	Rita Yadav	Asst Forest Officer (8 <sup>th</sup> Lev)	Division Forest Office, Bhaktapur
12	Sangita Neupane	Sub-Account Officer	Office of District Commissioner, Lalitpur
13	Saraswati Aryal	Assistant Forest Officer	Division Forest Office, Kathmandu
14	Sunita Upadhyay	Sub-Engineer	KVDA
15	Suntali B.K.	Member	Nilbarahi Community Forests, Bhaktapur
16	Tel Maya Chakradar	Member	Nilbarahi Community Forests, Bhaktapur
17	Urusha Lamsal	Intern	Division Forest Office, Kathmandu
<b>Day 4: 16 February 2023 (4 Falgun 2079), Thursday</b>			
1	Binita Shrestha	Senior Assistant	KVDA
2	Damyanti Pandey	Officer (6 <sup>th</sup> Level)	Division Forests Office, Bhaktapur
3	Ganesh Devi Prajapati	Ward Chair	Madhyapur Thimi Municipality - 9
4	Kamala Bhattarai	Assistant (5 <sup>th</sup> Level)	KVDA
5	Laxmi Rajbahak	Member	Nilbarahi Community forestry User Committee
6	Menaka Ayer	Sub-Engineer	KVDA, Kathmandu
7	Mona Acharya	Forester	District Forest Office
8	Pragya Poudel	Assistant Forest Officer	Division Forests Office, Bhaktapur
9	Pushpa Pandey	Student	
10	Radha Kanel	Finance Manager	KVDA
11	Rupa Thapa	Ward Member	Kathmandu Metropolitan City - 7
12	Sapana Pandey	Asst. Admin. Officer	KVDA
13	Sarita Shrestha	Engineer	KVDA
14	Sarita Sigdel	Social Mobiliser	Kathmandu Metropolitan City - 7
15	Sonika Upadhyay	Sub-Engineer	KVDA

16	Sunita Timilsina	Technical Assistant	Department of Archaeology
17	Upamshu Aryal	Member	Rudhreshwor Mahadev Temple Cons. Society

**Note:** Out of 170 participants, 58 women participants attended the workshop. It comes to 34 percent of the total participants.

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Annex 4

## State of Implementation of the Gender Action Plan

August 2022

### Gender Action Plan for the Urban EbA Project as included in the August 2022 Report

Activity Number	Gender-related Activities at contained in the Project	As per Workplan (Timing)	Target	Indicator	Means of Verification
<i>Project Objective: Build resilience of local communities in the Kathmandu Valley to the increasing impacts of climate change such as nature-based, and EbA interventions</i>					
<i>Component 1: Mainstreaming EbA into development planning in the Kathmandu Valley</i>					
<i>Outcome 1: Increased capacity of government to integrate EbA into development planning in the Kathmandu Valley</i>					
1.1.5	Train an equal balance of men and women of KVDA staff	Yr 1 (Q1-4)	Train at least 50 percent of women	Number of women participated the training	Training report
1.2.3	Develop recommendations for inclusion of urban EbA interventions into policy and regulatory instruments, including gender-related considerations	Yr 1 (Q1-4) Yr 2	Include gender-sensitive EbA interventions into policy and regulatory instruments	Number of recommendations in the policy review document	Policy review document
1.5.2	Train 175 KVDA and local government staff (50 percent of which are female) on planning (including the use of GIS-based EbA flood management tool, and implementing and maintaining EbA interventions)	Yr 1 (Q1-4) Yr 2	Train at least 88 officials from KVDA and local government on EbA interventions, including use of GIS-based EbA flood management tool	Number of women participated the training	Training report
<i>Component 2: Strengthened knowledge and awareness on EbA in the Kathmandu Valley</i>					
<i>Outcome 2. Knowledge and awareness of local communities living in the Kathmandu Valley on EbA enhanced</i>					
2.1.1	Identify research topics on urban EbA with gender focus	Yr 1 (Q3-4), and all quarters of Years 2-4	Ensure gender-focus in EbA research topics	Number of research topics with gender focus  Number of women researchers involved	Report of the list of research topics and women involved in research

2.2.1	Design an awareness-raising campaign on climate change and urban EbA, targeting women as well as men	Q1-2 for all Years (1-4)	Develop and distribute gender-specific awareness-raising leaflets and information useful to women and men	Number of women focused awareness-raising campaigns organised	Annual report of the awareness campaign
<i>Component 3. EbA interventions to establish climate-resilient communities in the Kathmandu valley</i>					
<i>Outcome 3. Decreased vulnerability of communities in the Kathmandu Valley to the climate change impacts of flooding, landslides and</i>					
3.1.1	Train local communities on planning, implementing and maintaining EbA interventions, ensuring 50 percent women participation	Yr (Q3-4) and Yr 2 (Q1-4)	Train at least 50 percent of local women with focus on planning, implementing, and maintaining EbA interventions	Number of local women participated in training	Training report
3.1.3	Conduct site assessments and participatory community planning workshops for urban EbA in 5 municipalities across 3 districts, ensuring gender equity with at least 50 percent women participants	Yr (Q3-4) and Yr 2 (Q1-4)	Launch participatory community planning workshops on urban EbA with at least 50 percent women participants	Number of women participated in workshop	Workshop and evaluation report
3.7.1	Identify households (at least 280) for implementing EbA interventions targeting women and men equally	Yr 2 (Q3-4), Yr 3 (Q1-4) & Yr 4 (Q1)	Implement EbA interventions in at least 140 women-owned households	Number of households, with women ownership, involved in implementing household level EbA interventions	Report of service provider(s) and evaluation report
<i>Additional activities where women participation should be promoted (components and outcomes are mentioned above)</i>					
1.4.3	Hold orientation workshops on the benefits of urban EbA for policy- and decision-makers	Yr (Q4) and Yr 4 (Q1-4)	Invite women participants in the orientation workshop(s)	Number of women participated in the workshop	Workshop report
2.1.4	Undertake research on urban EbA based on research topics	Yr 1 (Q3-4), and all quarters of Years 2-4	Encourage women researcher(s) and students to apply for gender-focus research	Number of women researcher(s) and student(s) applying and conducting gender focus research	Research report

2.3.2	Disseminate information on climate change and EbA to teachers	Yr 2 (Q1-4) and Yr 3 (Q1-2)	Encourage women teacher(s) in disseminating climate change and EbA-related information	Number of women teacher(s) involved in dissemination	Implementation report of the school programme on urban EbA
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## Implementation of the Grievance Redress Mechanism

July 2022

The 'Stakeholder Response and Grievance Redress Mechanisms' report of July 2022 outlined to entertain all comments received and address them within the defined timeframe. The Project provides grievance redressal services at no cost. The grievances can be submitted/registered at the offices of the Ward, Municipality, PMU or directly to KVDA or Ministry of Urban Development (MoUD) or UNEP. The complainant may fill-up grievance form (Annex 1 of the July 2022 report) and registered in Ward Offices or PMU. The grievance redress mechanism contains a detail procedure. During this reporting period, two cases were noticed. They are described as follows:

### Case 1: Response to Grievance regarding the Roadside Tree Plantation

**Background:** To contribute to achieve one of the outputs of the Project Document (output 3.8: 4,000 climate resilient trees planted in roadsides, along the riverbanks and in public spaces in urban areas of the Kathmandu Valley), PMU signed a contract with the User Committee of Shree Rudreshwar Mahadev Mandir (Temple) Samrakshyan (Protection) Samaj (Society), located at Chabahil, Ward # 7 of the Kathmandu Metropolitan City (KMC) to plant 120 Tecoma flowering trees on its premises and roadside (in front of the Temple).

PMU visited the Office of the Ward # 7 of KMC and discussed about the project activities and targets. PMU also visited the Shree Rudreshwar Mahadev Temple Protection Society, households residing near the Temple premises, and adjoining people who repeatedly use the road to the Temple. As per the discussion with the KMC-7 (decision minuted), the Urban EbA Project supported to plant 120 Tecoma species along the roadside (Rudramati Marga-2) with tree guards as per the official letter of the local user group named, Rudreshwar Mahadev Samrakshyan Samaj on 30 July 2022. The Office of the KMC-7 also sent a recommendation letter to the Project on 11 August 2022 to support Samaj for plantation. Species selection for the site was verified by the Forestry Expert. The Urban EbA Project supported the Samaj through cost sharing approach (80% financing by Project, and 20% by the Society - the local user group).

On 13 August 2022, 120 saplings of Tecoma tree species were planted along with additional 1000 saplings by the KMC-7. About 87 people participated this plantation programme and also planted saplings.

**Synopsis of the News:** On 22 August 2022, a news on 'Plantation in narrow footpath: use of 4 lakhs to plant 120 plants' was published in the national daily Nepali newspaper - the Kantipur (<https://ekantipur.com/national/2022/08/22/166113090128459183.html>). News mentioned the Urban EbA Project, executed by the Kathmandu Valley Development Authority (KVDA) who financially supported to plant on the bank of the Dhobikhola, Kathmandu Metropolitan City -7. Quoting the NPM (Mr. Bhagawat Bhakta Khokhali), the news covers key activities of the Urban EbA Project with targets of planning 4,000 plants along the riverbanks, roadside, open and public places, including this plantation a pilot along the roadside and future plantation in public open places which do not require tree guard. Ward Member informed the plantation of Tecoma species along the roadside between damaged bridge

and the road towards Gopi Krishna and along the Dhobikhola corridor, Siphel and Kalipur (black bridge) to damaged bridge site).

Key issues raised in the newspaper were: (i) local people have complained the plantation of imported species of 120 'Tecoma' saplings in narrow footpath, which is evergreen and flowers for 8-months; (ii) haphazard plantation with tree guards in the narrow footpath (only 4 ft wide), including inner roads, has made walking difficult; and (iii) such plantation may be like a 'water pouring on the sand'. In the same news, newsmaker mentioned similar type of plantation in Baneshwor Thapagaun area (KMC-10) which was planted by the Tole Improvement Committee and Rotary Club, Baneshwor.

The newspaper covers varied opinions such as of the chair of the Floriculture Association of Nepal, chief of the Botanical Garden and Botanist, Director-General of the Department of Forests and Soil Conservation, spokesperson of the Kathmandu Metropolitan City and local people. It mentioned the footpath width along the roadside in dense settlements as contained in the Road Safety Standard 2013 (BS 2070). Some people focussed on the need for planning indigenous species, shrub like plants with regular pruning and maintenance, while others urged to consider flowering plants with good smell, fruit and low pollen-generating plant species. Hence, the major concerns of the local people is related to plantation in narrow footpath which makes the walking difficult.

**Concerns of the Task Manager:** The Task Manager flagged concerns and advised to address as grievance and asked to let her know about: (i) Who assessed the site and approved as appropriate?; (ii) Why was Lions Club selected? How was the partner selection happened?; (iii) How was species selected? (iv) Was the plantation done as per the correct criteria?; and (v) How will this grievance addressed?

PMU provided information to the Task Manager which was related to signing of the contract with Shree Rudreshwar Mahadev Mandir Samrakshyan Samaj, Chabahil, KMC-7 as per the recommendation of the Ward Office (Ward 7). After meeting with the Committee (Samaj) (minutes available), the Committee proposed for plantation work which was also referred in the recommendation letter of KMC-7 Ward Office on 11 August 2022. The Project supported 80% of the total estimated budget and 20% was borne by the Committee and requested KMC-7 to coordinate the plantation work and allocate area for plantation. Species selection was as per the view of the forestry expert. There are no specific rules and regulations about the roadside plantation on the footpath. As per the call of the media, NPM provided general information of the project, and information asked were verbally provided to the media.

It demands the need for preparing a specific guideline for plantation in urban areas and monitoring as well. The Project has the grievances redress mechanism. NPD wrote a letter to the Ward Chair of KMC-7 about the enquiry of the Task Manager and to form a Stakeholder Response Committee to address grievances related to the project activities as per the Stakeholder Response and Grievance Redress Mechanism of the project finalised on 27 September 2022. PMU considers the need for preparing a specific guideline for tree plantation in buffer zones, roadside, riverside, public lands etc. in consultation with the Department of Forests and Soil Conservation, and Division Forest Offices of the Kathmandu Valley.

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## Case 2: Complain Filed Contesting the Decision of PSC by the National Project Manager



The third meeting of the Project Steering Committee, held on 11 November 2022, terminated the contract agreement of the National Project Manager (NPM) taking note of his working style and inefficiency to deliver the performance in the spirit of the project document and workplan. The KVDA informed the NPM about the termination of the contract through a letter, dated 26 February 2023 (BS 2079/11/14). The Urban EbA Project has not paid salary to the NPM after the decision on contract termination by the Project Steering Committee.

KVDA was informed about the legal case filed by the National Project Manager in the Labour Court on 10 April 2023 (BS 2079/12/27). KVDA provided sufficient reasonings to the Court on the urgency for terminating the contract agreement to defend the decision of the Project Steering Committee and to ensure effective implementation of the project activities timely.

Once the Court decision is officially received and the NPM contacts the KVDA, the Urban EbA Project will take necessary actions to implement the Court decision.

Annex 6

## **Workshop on Priorities of EbA built on Local Needs, Cost-Effectiveness and Preferences of Women & Men**

13-16 February 2023, Kathmandu

### **List of Workshop Participants**

**Day 1: 13 February 2023** (1 Falgun 2079), Monday

SN	Name	Gender	Designation	Office
1	Januka Dhakal	Female	Development Commissioner	Kathmandu Valley Development Authority (KVDA)
2	Nava Raj Pyakurel	Male	Deputy DC & NPD	KVDA, Urban EbA Project
3	Ankita Khatiwada	Female	Agriculture (student)	-
4	Apsara Ghimire	Female	-	KVDA
5	Ashok Parajuli	Male	Assistant Forest Officer	Division Forest Office, Kathmandu
6	Bijay Singh, PhD	Male	Consultant	Kathmandu
7	Bimal Hada	Male	Ward Chairman	Kathmandu Metropolitan City - 7
8	Dinesh Pandey	Male	Ward Chairman	Lalitpur Metropolitan City - 24
9	Dipendra Karki	Male	Account Officer	Kathmandu Valley Development Authority
10	Ganesh Joshi, PhD	Male	Expert	Kathmandu
11	Ganesh Ram Konju	Male	Engineer	KVDA
12	Ganga Oli	Female	Senior Assistant	KVDA
13	Ghanshyam Poudel	Male	Law Officer	Office of the District Commissioner, Kath
14	Jagadish Lamichhane	Male	District Commissioner	Office of the District Commissioner, Kath
15	Kamal Paudyal	Male	Senior Assistant	KVDA
16	Krishna Bahadur Shrestha	Male	Chairman	Rudreshwor Mahadev Temple Cons. Committee
17	Krishna Kumar Maharjan	Male	District Commissioner	Office of the District Commissioner, Bhaktapur
18	Krishna Lal Goju Shrestha	Male	Chair	Balkumari Bishnuvir Community Forests, Madhyapur Thimi Municipality - 3
19	Leela Pathak	Female	Museum Officer	National Museum

20	Nava Raj Adhikari	Male	Office Assistant	Tokha Municipality
21	Pancha Lal Rajbahak	Male	Secretary	Community Forests User Committee, Madhyapur Thimi Municipality - 9
22	Pashupati Nath Koirala	Male	Forestry Expert	Kathmandu
23	Prakash Kumar Yadhav	Male	Sub-Engineer	KVDA, Bhaktapur
24	Prem Kumari Adhikari	Female	NG Class I	Kathmandu Metropolitan City
25	Radha Kanel	Female	Account Officer	Kathmandu Valley Development Authority
26	Raj Kumar Maskey	Male	Member	Rudreshwor Mahadev Temple Cons. Society
27	Ranjaya Karki	Male	Ward Member	Madhyapur Thimi Municipality - 9
28	Ravi Sharma	Male	Engineer	Kathmandu Valley Development Authority
29	Sabina Badal	Female	Assistant Forest Officer	Division Forest Office, Bhaktapur
30	Sahadev Khadka	Male	Senior Assistant	Kathmandu Valley Development Authority
31	Salik Ram Gautam	Male	Officer (6 <sup>th</sup> Level)	Tokha Municipality
32	Sanika Upadhyay	Female	Sub-Engineer	Kathmandu Valley Development Authority
33	Santoshi Sapkota	Male	Asst. Admin. Officer	Office of the District Commissioner, Lalitpur
34	Sanu Kaji Rajbahak	Male	Chairman	Neel Community Forest User Committee
35	Sapana Pandey	Female	Asst. Admin. Officer	Kathmandu Valley Development Authority
36	Saphal Shrestha	Male	District Commissioner	Office of the District Commissioner, Lalitpur
37	Saurab Dhakal	Male	Engineer	Kathmandu Valley Development Authority
38	Surya Pariyar	Male	Engineer	Office of the District Commissioner, Kath
39	Ujwal Aryal	Male	Ward Member	Kathmandu Metropolitan City - 7
40	Uma Mainali	Female	Senior Assistant	Office of the Development Comm., KVDA
41	Umesh Khyaju	Male	Ward Member	Madhyapur Thimi Municipality - 9

**Note:** Number of women participants - 11 or nearly 27 percent of the total participants

**Day 2: 14 February 2023 (2 Falgun 2079), Tuesday**

SN	Name	Gender	Designation	Office
1	Nava Raj Pyakurel (Er)	Male	Deputy DC & NPD	KVDA, Urban EbA Project
2	Amrit K. Sharma	Male	Engineer	KVDA
3	Ankit Shrestha	Male	Engineer	KVDA, Lalitpur
4	Ankita Khatiwada	Female	Agriculture (student)	
5	Bhim Maya Tamang	Female	Assistant Forest Officer	Division Forest Office. Bhaktapur
6	Bijay Singh, PhD	Male	Consultant	Kathmandu
7	Bimala Bhattarai	Female	NG Class I	KVDA
8	Dhan Maya Sunuwar	Female	Assistant Forest Officer	Division Forest Office, Kathmandu
9	Ghanshyam Poudel	Male	Law Officer	KVDA
10	Hari Krishna Kalu	Male	NG Class I	KVDA
11	Jeevan Hari Dahal	Male	Senior Assistant	KVDA
12	Kalpana Sundas	Female	Ward Member	Kathmandu Metropolitan City - 7
13	Kamal Paudyal	Male	Senior Assistant	KVDA
14	Keshab Karki	Male	Admin Assistant	KVDA
15	Pashupati Nath Koirala	Male	Forestry Expert	Kathmandu
16	Prakriti K.C.	Female	Engineer	Office of the District Commissioner, Kathmandu
17	Pramod Dhungana	Male	Secretary	Rudreshwor Mahadev Temple Conservation Society
18	Pratima Regmi	Female	NG Class I	KVDA
19	Prema Thapa	Female	Assistant Forest Officer	Division Forest Office, Lalitpur
20	Radha Kanel	Female	Finance Manager	Urban EbA Project

21	Ramesh Nepal	Male	Board Member	Rudreshwor Mahadev Temple Conservation Society
22	Rita Rajbahak	Female	Member	Thimi Bhaktapur
23	Rosana Pokharel	Female	Assistant Forest Officer	Division Forest Office, Kathmandu
24	Roshan K. Chaudhary	Male	Sub-Engineer	KVDA, Kathmandu
25	Rupesh Kumar Mahato	Male	Engineer	KVDA, Lalitpur
26	Sahadev Khadka	Male	Senior Assistant	KVDA, Kathmandu
27	Sapana Pandey (Ms)	Female	Asst. Admin. Officer	KVDA, Kathmandu
28	Saurab Dhakal	Male	Engineer	KVDA, Kathmandu
29	Sharad Banjade	Male	Surveyor	KVDA, Kathmandu
30	Shree Krishna Baskota	Male	Admin Officer	KVDA, Kathmandu
31	Sundar Ojha	Male	Sub-Engineer	KVDA, Kathmandu
32	Sunita Upadhyay	Female	Sub-Engineer	KVDA, Kathmandu
33	Umesh Rajbahak	Male	Member	Thimi, Bhaktapur

**Note:** Number of women participants - 13 or slightly over 39 percent of the total participants

**Day 3: 15 February 2023 (3 Falgun 2079), Wednesday**

SN	Name	Gender	Designation	Office
1	Nava Raj Pyakurel	Male	Deputy DC & NPD	KVDA, Urban EbA Project
2	Aaditya Pudasaini	Male	Sub-Engineer	Kathmandu Metropolitan City
3	Amrita Pandeya	Female	Special Assistant (Law)	Office of the District Commissioner, Lalitpur
4	Ankita Khatiwada	Female	Agriculturist	
5	Ashim Poudel	Male	Food Technologist	Rudreshwor Mahadev Temple Cons. Society
6	Bal Krishna Kunwar	Male	Surveyor	KVDA
7	Bedni Bhandari	Male	Social Worker	Nagdaha, Dhapakhel
8	Bhagawati Ghimire	Female	Teacher	Rudreshwor Mahadev Temple Cons. Society
9	Bijaya Singh, PhD	Male	Consultant	Kathmandu
10	Bina Shrestha	Female	Member	Bal Kumari Bishuvir Community Forests
11	Drona Katwal	Male	Engineer	KVDA
12	Ghanshyam Poudel	Male	law Officer	KVDA
13	Gita Neupane	Female	NG Class I	KVDA
14	Hari Krishna Mahara	Male	Ward Member	Lalitpur Metropolitan City-24, Dhapakhel
15	Hem Aryal	Male	Expert	Kathmandu
16	Kamal Paudyal	Male	Senior Assistant	KVDA
17	Kedar P. Neupane	Male	Forester	Division Forest Office, Kathmandu
18	Kritan Rajbahak	Male	Member	Nil Barahi Community Forests, Thimi
19	Lila Shrestha	Female	Deputy Editor	Kantipur Daily
20	Manish Byanju	Male	Engineering (Intern)	
21	Padam K. Adhikari	Male	Ward Secretary	Kathmandu Metropolitan City
22	Padma Shakya	Female	Member	Bal Kumar Bishnuvir Community Forests
23	Parbati Dahal	Female	Intern (Engineering)	
24	Parshu R. Upadhyay	Male	Lawyer	Rudreshwor Mahadev Temple Cons. Society
25	Pashupati N. Koirala	Male	Forestry Expert	Kathmandu
26	Rajeev Shrestha	Male	Engineer	KVDA
27	Rajeev K. Mandal	Male	Sub-Engineer	KVDA
28	Rama Rajbahak	Female	Member	Nil Barahi Community Forests, Thimi
29	Ramila Shrestha	Female	NG Class I	KVDA
30	Rita Yadav	Female	Asst Forest Officer (8 <sup>th</sup> )	Division Forest Office, Bhaktapur
31	Sahadev Khadka	Male	Senior Assistant	KVDA
32	Sajjan Kunwar	Male	Engineer	KVDA, Kathmandu

33	Sangita Neupane	Female	Sub-Account Officer	Office of District Commissioner, Lalitpur
34	Saraswati Aryal	Female	Assistant Forest Officer	Division Forest Office, Kathmandu
35	Saurab Dhakal	Male	Engineer	KVDA
36	Shambhu Mandal	Male	Engineer	KVDA, Lalitpur
37	Sharnkar Man	Male	Member	Bishnuvir Forests
38	Suman Adhikari	Male	Intern (Engineering)	
39	Sunil Duwal	Male	Sub-Engineer	KVDA
40	Sunil Khadka	Male	Engineer	DRSP
41	Sunil Raj Pandey	Male	Sub-Engineer	KVDA
42	Sunita Upadhyay	Female	Sub-Engineer	KVDA
43	Suntali B.K.	Female	Member	Nilbarahi Community Forests, Bhaktapur
44	Surendra K. Yadav	Male	Assistant Engineer	KVDA, Bhaktapur
45	Suresh Shahi	Male	Member	Kathmandu Metropolitan City - 7
46	Tel Maya Chakradar	Female	Member	Nilbarahi Community Forests, Bhaktapur
47	Urusha Lamsal	Female	Intern	Division Forest Office, Kathmandu

**Note:** Number of women participants - 17 or 36 percent of the total participants

**Day 4: 16 February 2023 (4 Falgun 2079), Thursday**

SN	Name	Gender	Designation	Office
1	Nava Raj Pyakurel	Male	Deputy DC & NPD	KVDA, Urban EbA Project
2	Ajay Prasad Shiwakoti	Male	Administration	KVDA
3	Aryan Dangol	Male	Ward Member	Tokha Municipality - 2
4	Ashok Gurung	Male	Technical	KVDA, Bhaktapur
5	Baloo Pradhan	Female	Architect/Planner	Nepal Infrastructure Bank
6	Batu Uprety	Male	Technical Advisor	Urban EbA Project
7	Bhurajpati Shrestha	Male	Administration	KVDA, Bhaktapur
8	Bijay Singh, PhD	Male	Consultant	Kathmandu
9	Binita Shrestha	Female	Senior Assistant	KVDA
10	Damyanti Pandey	Female	Officer (6 <sup>th</sup> Level)	Division Forests Office, Bhaktapur
11	David Prajapati	Male	Engineer	Madhyapur Thimi Municipality
12	Dharma Raj Gaudel	Male	Engineer	KaVDA
13	Dharmendra Shrestha	Male	Chairman	Tokha Municipality - 2
14	Dinesh K. Adhikari	Male	Admin. Officer	KVDA
15	Ganesh Devi Prajapati	Female	Ward Chair	Madhyapur Thimi Municipality - 9
16	Ghanshyam Poudel	Male	Law Officer	KVDA
17	Hem Lal Aryal	Male	Expert	Kathmandu
18	Huta Raj Poudel	Male	Accountant	KVDA
19	Ishwor Basnet	Male	Engineer	KVDA, Ichangnu, Lalitpur
20	Kamal Paudyal	Male	Senior Assistant	KVDA
21	Kamala Bhattarai	Female	Assistant (5 <sup>th</sup> Level)	KVDA
22	Krishna Prasad Chalise	Male	Member	Rudreshwor Mahadev Temple Cons. Society
23	Laxmi Rajbahak	Female	Member	Nilbarahi Comm. Forestry User Committee
24	Lokesh Joshi	Male	Surveyor	KVDA
25	Mahesh Bastola	Male	Forest Guard	Division Forest Office, Bhaktapur
26	Man Bahadur Rajbahak	Male	Member	Nilbarahi Comm. Forestry User Committee
27	Menaka Ayer	Female	Sub-Engineer	KVDA, Kathmandu
28	Mona Acharya	Female	Forester	District Forest Office
29	Paru Bhattarai	Male	Vice-Chair	Rudreshwor Mahadev Temple Cons. Society
30	Pashupati Nath Koirala	Male	Forestry Expert	Kathmandu
31	Pragya Poudel	Female	AssT. Forest Officer	Division Forests Office, Bhaktapur

32	Prem Prakash Thakuri	Male	Admin. Officer	KVDA, Lalitpur
33	Purna Maharjan	Male	Engineer	KVDA, Lalitpur
34	Pushpa Pandey	Female	Student	
35	Radha Kanel	Female	Finance Manager	KVDA
36	Rupa Thapa	Female	Ward Member	Kathmandu Metropolitan City - 7
37	Sahadev Khadka	Male	Senior Assistant	KVDA
38	Sapana Pandey	Female	Asst. Admin. Officer	KVDA
39	Sarawwati Karki	Male	Member	Rudreshwor Mahadev Temple Cons. Society
40	Sarita Shrestha	Female	Engineer	KVDA
41	Sarita Sigdel	Female	Social Mobiliser	Kathmandu Metropolitan City - 7
42	Saurab Dhakal	Male	Engineer	Kathmandu Valley Development Authority
43	Shree Ram Thapa	Male	Forest Guard	Division Forest Office, Bhaktapur
44	Shubhash Chandra Aryal	Male	Admin. Officer	KVDA
45	Sonika Upadhyay	Female	Sub-Engineer	KVDA
46	Sudip Poudel	Male	Surveyor	KVDA, Outer Ringroad
47	Sunita Timilsina	Female	Technical Assistant	Department of Archaeology
48	Surya Ram Duwal	Male	Med. Biochemist	KVDA, Central Lab
49	Upamshu Aryal	Female	Member	Rudhreshwor Mahadev Temple Cons. Society

**Note:** Number of women participants - 17 or 35 percent of the total participants

**Total 170 participants and 58 women participants or close to 34 percent of the total participants**

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### Attachment of Study Reports

- Technical Guide
- Selection of cost effective EbA interventions
- Roadmap for integration of EbA interventions
- Workshop report
- Report of the plantation of 670 saplings including information on species planted, sites where they are planted, survival rate, partnership/collaboration etc. - already included in Annex 7
- Minutes of meeting conducted by NPD/PMU - already included in Annex 2
- Baseline assessment - already included
- 6.8: Project Operational Manual (under study phase, draft report yet to submit)

### Plantation of 670 Saplings in the Project Sites

SN	Plantation Site	Plantation Date	Municipality & Ward	Partnership/ Collaboration	Species <sup>5</sup> Planted & Number	Survival Rate (as of June 2023)
1	Rudreshwor Mahadev Temple Area	13 August 2022	Kathmandu Metropolitan City, Ward # 7	Rudreshwor Temple Conservation Committee	Tecoma plant (120) <b>Total: 120</b>	100 percent
2	Balkumari Bishnubir Community Forests	30 Sept. 2022	Madhyapur Thimi Municipality	Balkumari Bishnubir Community Forests User Committee	Guava (75) Asare (50) Kalki (50) Avocado (50) Camphor (75) <b>Total: 300</b>	95 percent
3	Jhaukhel	19 Sept. 2022	Changunarayan Municipality, Ward # 3	Go Green Jhaukhel Club & Changunarayan Municipality-3	Asare (50) Camphor (200) <b>Total: 250</b>	Approximately 95 percent
	Three places		3 Municipalities	3 Community-based Organisations	<b>Total: 670 saplings</b>	Over 95%

**Note:**

1. Tecoma plant is a perennial and semi-evergreen flowering shrub or small tree with up to 10 m (30 ft) high.
2. Guava is a common fruit-bearing tropical small tree cultivated widely in Nepal
3. Camphor (Kapur) is a tree species produces smell when crushed. In spring, it has bright green foliage with masses of small white flowers.
4. Kalki is an ornamental tree species.
5. Avocado is a fast-growing fruiting tree species with dark green small leaves with green-yellow flowers. It can reach a height of up to 20 m.
6. Asare (Crape myrtle) is a multi-stemmed deciduous tree.

<sup>5</sup> Regarding species selection for plantation, Division Forest Office of Bhaktapur through an official letter dated 25 September 2022 (BS 2079/06/09) suggested to plant Asare, Kalki, Kapoor, Dhupi and Kaiyo along the roadsides, and Bains, Avocado, Muso Bamboo, Timur, Guava, Citrus, Haluwabed and Naspati along the riverside and in open spaces in several places of the Bhaktapur district.

Consultant experts have also suggested several species for plantation along the roadside, riverbanks and in public spaces. During consultations, choice of local people may also vary from place to place.

**Plantation of 670 Sapling in Project Sites through the Urban EbA Project**

Date: 30 June 2023

**Introduction:** This report provides an overview of the plantation of 670 saplings, including information on the species planted, the sites where they were planted, survival rates, and any partnerships or collaborations involved in the project.

**Species Planted:**

A. Species 1: Tacoma Plant

Number: 120 saplings

Characteristics: Tacoma plant is a species of flowering perennial shrub which a semi-evergreen shrub or small tree, growing up to 10 m (30 ft.) tall.

B. Species 2: Guava

Number: 75 saplings

Characteristics: Guava is a common tropical fruit cultivated in many tropical and subtropical regions and is a small tree.

C. Species 3: Kapur (Camphor tree)

Number: 275 saplings

Characteristics: The leaves have a glossy, waxy appearance and smell of camphor when crushed. In spring, it produces bright green foliage with masses of small white flowers. It produces clusters of black, berry-like fruit around 1 cm (0.39 in) in diameter. Its pale bark is very rough and fissured vertically.

D. Species 4: Kalki tree

Number: 50 saplings

Characteristics: Kalki is an ornamental tree

E. Species 5: Avocado tree

Quantity: 50 saplings

Characteristics: Avocado plants have large elliptical, dark green leaves and small green-yellow flowers which turn into the popular avocado fruit after pollination. Avocado trees are fast-growing and can reach a height of up to 20 meters in nature.

F. Species 5: Aasare tree (Crape myrtle)

Number: 100 saplings

Characteristics: multi-stemmed, deciduous tree with a wide spreading, flat topped, rounded, or even spike shaped open habit.

**Plantation Sites:**

The saplings were planted in various locations to maximize their impact and promote biodiversity. The sites selected for plantation include:

**A. Rudreshwor Mahadev Temple Area (KMC-07, Chabahil, Kathmandu):**

Species Planted: Tacoma (120)

Survival Rate: 100%

Collaboration: Rudreshwor Mahadev Temple User Committee.

**B. Balkumari Bishnubir Community Forest**, Madhyapur Thimi, Bhaktapur:

Species Planted: Guava (75), Aasare (50), Kalki (50), Avocado (50), Kapur (75)

Survival Rate: 95%

Collaboration: Balkumari Bishnubir Community Forest user committee

**C. Jhaukhel**, Changunarayan-03:

Species Planted: Aasare (50), Kapur (200)

Survival Rate: 95%

Collaboration: Go Green Jhaukhel Club and Changunarayan ward no 03.

**Survival Rate:** Overall, the survival rate of the planted saplings is approximately 95%. This rate indicates the percentage of saplings that have successfully adapted to their new environment and are currently thriving.

**Partnership/Collaboration:** The successful execution of this plantation project was made possible through various partnerships and collaborations. The key collaborators involved were:

A. Department of Forest: Assisted with site selection and species selection.

B. Local Community Organization: Coordinated the plantation and protection in the community forest and roadside, involving local residents and volunteers.

C. Local Government: Assisted with site selection and provided logistical support for the plantation in Changunarayan-03.

**Conclusion:** The plantation of 670 saplings across multiple sites has been a significant step toward enhancing green spaces, promoting biodiversity, and improving the overall environmental quality. The survival rate of 95% demonstrates the success of the project, and the partnerships and collaborations fostered community involvement and ownership. This initiative serves as an example of the collective efforts needed to create a greener and more sustainable future.

Report Prepared by: PMU, Urban EbA, KVDA



## **Baseline Assessment Report - any changes in baseline data and targets, including recommendation on revision of Result Framework**

The baseline study report has updated data and information of five project sites along with names of the community-based organisations. In case of Sapan Tirtha, the baseline study has located existing siltation traps with GPS coordinators, and measurement of sand collected in each site. Activities are suggested for each activity listed in the Project Document. Risks and mitigation measures have been proposed for each project site.

The baseline study has revisited the result framework which states 'A baseline survey will be conducted shortly after project inception. This survey will use a **scorecard** to assess the current level of knowledge amongst local communities in the Kathmandu Valley'.

The baseline study report mentioned: 'The survey for this inception report was conducted with 280 sample households -- 228 from ward 10, 11, and 12 of Budhanilkantha Municipality, and 52 from ward 7 of Kathmandu Metropolitan City. As per the communication with the KVDA project team, the survey was conducted in two municipalities and 280 households. Hence, based merely on the survey conducted for this inception report, it is **hard to measure improvement in knowledge score of men and women** living in project intervention sites (6 Wards in 5 municipalities in 3 Districts: 82,000 people equally by project mid-term)' (page 49 of the baseline study report).

09 July 2023, Sunday

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