



1818 H Street N.W., Washington, D.C. 20433, U.S.A. (202) 473-3202

GEF GRANT TF No: _____

**APPLICATION FOR DIRECT ACCESS TO THE GEF TRUST FUND FOR ENABLING
ACTIVITIES THE LAND DEGRADATION FOCAL AREA¹
Under the GEF Trust Fund**

PART I: DESCRIPTION OF PROPOSED PROJECT²

Summary Project Information			
Country	Jordan		
Project Title	Alignment of National Action Programs with the UNCCD 10-Year Strategy and reporting process, as per obligations to the UNCCD		
Executing Agency(ies)	Ministry of Environment (MoEnv)		
Objectives	To assist Jordan in aligning its NAP with UNCCD 10-Year Strategy in UNCCD reporting and review process		
Total Project Costs (\$)	421,000	GEF Grant Amount (\$)	143,000
Country Eligibility / Country Drivenness			
Date of Ratification of UNCCD:	21 Oct, 1996		
Name/Position of OFP Endorsing this proposal:		Signature:	
H.E Dr. Saleh Al Kharabsheh, Secretary General, Ministry of Planning and International Cooperation			
Implementation Details			
Start Date	2012	Proposal Submission Date	2012
Completion Date	2013	Project Duration (months)	12

¹ Proposal preparation guidelines are provided in Annex 1.

² This project will identify and consult with the necessary stakeholders to carry out the work required to support the enabling activities (or preparation of the reports) supported through this grant.

I. DESCRIPTION OF PROPOSED PROJECT:

Desertification, Land Degradation and Drought (DLDD) are the global environmental challenges and Jordan is no exception, where about 80 % of the country is arid, semi-arid, and sub-humid. About two-third of Jordan's population depends on dry lands to support their livelihood. Land degradation severely and negatively impacts the integrity of Jordan's social and ecological systems. Across nearly all landscapes, the country suffers from deforestation, overgrazing, depleted ground water resources, reduced surface water, soil erosion, salinity, and the loss of biodiversity linked to unsustainable land use practices. Jordan joined the global community in its efforts to combat DLDD by signing United Nations Convention to Combat Desertification (UNCCD) in 1994 and ratifying it in 1996. In order to meet obligations of this Convention, a National Action Programme (NAP) to Combat Desertification and Mitigate Impacts of Drought was developed in 2006 through a consultative process and with involvement of key stakeholders both at national and provincial levels. The NAP identified key priority program areas in many sectors to combat desertification and envisaged a broad framework for an effective institutional mechanism to ensure effective implementation UNCCD and NAP.

Although NAP developed in 2006 identified key programs related to combating desertification and land degradation, like many other developing countries the implementation of NAP in Jordan did not progress well and met with many obstacles. On-ground implementation of projects and programmes in critical areas remained very low and could not bring any significant change to address land degradation and desertification challenges over a larger landscapes. The overwhelming barriers related to socio-economic, policy, planning, technical, institutional, and financial resources continued to be a stumbling block to bring about a noticeable change. Moreover, poor inter-agency coordination for joint programming, planning, and absence of result-based monitoring and evaluation greatly affected implementation of actions envisaged under the NAP. In addition. The 2006 NAP did not take fully the UNCCD 10- year Strategy adopted in 2007, and hence, the NAP needs to be aligned with this Strategy.

- **However, since signing the UNCCD in 1994 and preparation of the NAP in 2006, Jordan has implemented a number of projects and programs contributing to combating DLDD like:-**
 - Natural resources management for Karak and Tafila to halt soil erosion and to develop 39000 ha of land. The project was implemented by loan from IFAD and OPEC (JD16 million) .**
 - **Rangeland development in Badia (JD 6.6 million from IFAD)**
 - **Natural resources developments in Alyarmouk basin, to halt soil erosion, develop 8000 ha of land and to develop water resources (JD 18million, from IFAD and Arab Fund).**
 - **Support community to manage water demand (2.5 million, GRANT from USAID)**
- In addition, many small projects were implemented through finance from GEF small grants program, local and donor sources.**

This proposal is in line with the National Agenda of Jordan (2006-2015) objectives aiming at formulating a long term policy to combat desertification and integrate it in national sustainable development policies. The update of the NAP will contribute also in implementation of other sectoral strategies like the Agriculture Strategy (2012-2015), the Water Strategy (2008-2022). The proposal also contributes to the implementation of the Executive Plan of the Ministry of Environment strategy (2008-2012) aiming at implementing the NAP in cooperation with all stakeholders.

The proposal is comprised of two main sections as follows:

Section 1. Alignment of National Action Programs with the UNCCD 10-Year Strategy

In order to accomplish this, the following components and activities will be conducted:

1. Stocktaking, assessment and awareness raising .Activities will include:

- Rapid stocktaking and review of relevant plans, policies and reports
- Consultations for awareness raising
- Review of existing NAP and priorities for alignment
- Development of a communication and outreach strategy for the NAP implementation

2. Strengthening human and scientific capacity for NAP alignment. Activities will include:

- Training in use and application of indicators, monitoring and evaluation and in the gathering of data
- Establishing a harmonized biophysical and socio-economic baseline and drought warning system
- Developing and or reviewing indicators for NAP alignment and implementation taking into account national peculiarities
- Establishing of national observatory sites and national monitoring and vulnerability assessments system
- Creation of a national knowledge management system including useful traditional knowledge

3. Establishing and strengthening the policy and institutional framework for NAP alignment and implementation, activities include:

- NAP review to identify and establish priorities in the context of development planning, poverty reduction and climate change plans through sectoral consultations
- Mainstreaming of NAP priorities in relevant sectoral policy synergies
- Establishment/ strengthening of national coordination structures
- Building or firming up cross-sectoral institutional mechanisms
- Development of a plan for NAP implementation

4. Establishing the finance and technology framework for NAP implementation, activities include:

- Conducting a diagnosis financial of resources available for NAP implementation
- Development of the Integrated Financial Strategy and the Integrated Investment Framework
- Updating of NAP to accommodate priorities, including national targets for investment
- Identification of technology that will be applied in NAP alignment
- Identification of technology transfer needs for NAP implementation

However, due to the difficult financial situation of the country and non availability of adequate enough human resources at the MoEnv , GEF assistance is requested under this proposal to cover costs of hiring national consultants and holding national consultations and training necessary for conducting the above activities. It is foreseen that the following consultants will be needed to implement the activities under this section:

1. Policy development experts. The expert should have good experience in local plans, policies and able to suggest sustainable cross sectoral institutional mechanism at the country level. The TOR for the consultant are:

- Rapid stocktaking and review of relevant plans, policies and reports
- Building or firming up cross-sectoral institutional mechanisms

2. Land degradation expert. The expert should be familiar with UNCCD, NAP and reporting related issues. The TOR for the consultant will include:

- Review of existing NAP and priorities for alignment
- Training in use and application of indicators, monitoring and evaluation and in the gathering of data
- Developing and or reviewing indicators for NAP alignment and implementation taking into account national peculiarities
- Assist in establishing of national observatory sites and national monitoring and vulnerability assessments system
- NAP review to identify and establish priorities in the context of development planning, poverty reduction and climate change plans through sectoral consultations
- Development of a plan for NAP implementation
- Updating of NAP to accommodate priorities, including national targets for investment
- Identification of technology that will be applied in NAP alignment
- Identification of technology transfer needs for NAP implementation
-

3. Awareness raising expert. The TOR for the consultant will include:

- conduct consultations with stakeholders for awareness raising needed program
- Develop a communication and outreach strategy for the NAP implementation
- Assist in creation of a national knowledge management system including useful traditional knowledge

4. Financial analyst. The consultant should be familiar with national situation related to NAP implementation and the donor community and able to develop IFS and IIF. The TOR will include:

- **Conducting a diagnosis financial of resources available for NAP implementation**
- **Developing the Integrated Financial Strategy and the Integrated Investment Framework**

This request for updating the NAP is in line with the overall goal of the GEF Focal Area strategy of land degradation which aims at contributing in arresting and reversing current global trends in land degradation, specifically desertification and deforestation. This NAP alignment project will embody the landscape approach and ecosystem management principle to maximize integration with other GEF focal areas on Biodiversity, Climate Change, and International Waters.

Section 2. Reporting on UNCCD implementation

The progress on the implementation of NAP and the UNCCD is assessed through national reports which are submitted to the UNCCD Secretariat on biennial basis. In this regard, UNCCD Secretariat has developed a new monitoring and reporting system to track and evaluate progress in implementation of UNCCD, its 10-Year Strategic Plan, including tracking tools, performance and impact indicators called for under the COP decisions. This new monitoring system is called Performance Reporting Assessment Information System (PRAIS). The use of PRAIS will require strengthening capacity of stakeholders for indicator based monitoring and assessment, including reporting methodologies, procedures and tools. The EA project will help in building these capacities. This component will also include establishment of data gathering and knowledge management systems for the reporting and review process, maintaining data flow to the knowledge management systems, and establishing data quality checks. It would require establishment of an appropriate consultative processes and stakeholder assessment and holding a workshop on the launch of the reporting process. Draft 4th national report will be prepared through a consultative process, including impact assessment, performance review, best practices and financial flows. A national validation workshop would be held to validate and finalize the 4th draft report for its submission to the UNCCD Secretariat through the PRAIS portal. For enhancing the national ownership of the reporting process improvement of the linkages of UNCCD reporting and implementation with national development priorities will be of crucial importance. The component will also lead to the development of a plan for establishing a monitoring and reporting system for the NAP/UNCCD implementation, including linking and harmonizing it with national development priorities.

Jordan had already presented its first, second and third national report on UNCCD implementation and this proposal will enable the country to fulfill its obligation in submitting the 4th national report on UNCCD implementation.

In order to accomplish this, the following components and activities will be conducted:

- 1. *Strengthening human and scientific capacity for implementation of indicator-based monitoring and assessment.* The activities will include:**

- Understanding and application of methodologies for indicator-based reporting which comply with the reporting requirements of the UNCCD
- Training national level stakeholders in the reporting methodologies, procedures and tools
- Establishment of data gathering and knowledge management systems for the reporting and review process
- Maintaining data flow to the knowledge management systems
- Establishing data quality insurance systems before report submission
- Ensure liaison with Reference Centers (Helpdesk) for acquiring further knowledge and know-how on UNCCD reporting.

2. *Preparing reports for the second leg of the fourth reporting and review process.* The activities will include:

- Establishment of appropriate consultative processes
- Stakeholder assessment and workshop on the launch of the reporting process (impact assessment, performance review, best practices and financial flows)
- Preparation of the draft report
- National validation workshop to review and finalize the report
- Submission of the report through the PRAIS portal

3. *Enhancing national ownership of the reporting process.* The activities will include:

- Improvement of the linkages of UNCCD reporting and implementation with national development priorities
- Development of a plan to make use of the established system for long-term monitoring of the UNCCD implementation

4. *Harmonizing to the level possible of the indicator data and knowledge bases of GEF, Rio Conventions, MEA IKM and other databases relevant to land degradation.* The activities will include:

- Application of a conceptual approach for harmonization of indicator data and knowledge bases of GEF, Rio Conventions, MEA IKM and other databases relevant to land degradation.

A data management and reporting expert supported by representatives of different stakeholders will be utilized for implementing activities under this section. Again, due to the difficult financial situation of the country and non availability of adequate enough human resources at the MoEnv , GEF assistance is requested to cover costs of hiring national expert and holding national necessary consultations for conducting the above activities. The consultant is expected to assist in application of methodologies for indicator-based reporting which comply with the reporting requirements of the UNCCD, train national level stakeholders in the reporting methodologies, procedures and tools, assist in holding national validation workshops to review and finalize the national report on UNCCD implementation .

By implementing the above activities, it is expected that the human and scientific capacity for NAP alignment and reporting process will be strengthened at different governmental and non governmental institutions including academia. . The Ministry of Environment as the EA will insure participation of all stakeholders, with emphasis on gender and local communities in order to secure implementation of the aligned NAP and improve reporting process. Different governmental entities, in particular Ministry of Agriculture and Ministry of Water and Irrigation, will benefit from this proposal through involving them in implementation of the different activities of the proposal. Their participation in the National Committee for Desertification Combat and the Steering Committee of the project will strengthen the Government's commitments towards implementation of the UNCCD.

II. ACTIVITIES AND BUDGET:³

A) PROPOSED DETAILED BUDGET FOR ALIGNMENT AND RELATED ACTIVITIES (US\$)

Implementation Period: Start: 2012 End: 2013						
Components	Relevant Activities	Proposed GEF Grant	Co-Financing		Total Project Financing	GEF Grant as % of Total
			Cash	In-kind		
I. Stocktaking, assessment and awareness raising	1. Rapid stocktaking and review of relevant plans, policies and reports	5,000		5,000	10,000	50
	2. Consultations for awareness raising	5,000		5,000	10,000	50
	3. Review of existing NAP and priorities for alignment	5,000		5,000	10,000	50
	4. Development of a communication and outreach strategy for the NAP implementation.	8,000		8,000	16,000	50
II. Strengthening human and scientific capacity for NAP alignment	1. Training in use and application of indicators, monitoring and evaluation and in the gathering of data	10,000		10,000	20,000	50
	2. Establishing a harmonized biophysical and socio-economic baseline and drought warning system	0		20,000	20,000	0
	3. Developing and or reviewing indicators for NAP alignment and implementation taking into account national peculiarities	5,000		5,000	10,000	50

³ In preparing these proposed GEF funding tables, please note that all activities targeted for GEF grant must be based on evidence of clear need as expressed in the Project Description. For countries that have benefited from prior GEF support, such as through the National Capacity Self Assessments and the LDC-SIDs project led by UNDP, due consideration must be given to achievements from those investments.

	4. Establishing of national observatory sites and national monitoring and vulnerability assessments system	0		50,000	50,000	0
	5. Creation of a national knowledge management system including useful traditional knowledge	5,000		5,000	10,000	50
III. Establishing and strengthening the policy and institutional framework for NAP alignment and implementation	1. NAP review to identify and establish priorities in the context of development planning, poverty reduction and climate change plans through sectoral consultations	5,000		5,000	10,000	50
	2. Mainstreaming of NAP priorities in relevant sectoral policy synergies	0		5,000	5,000	0
	3. Establishment/ strengthening of national coordination structures	0		3,000	3,000	0
	4. Building or firming up cross-sectoral institutional mechanisms	0		3,000	3,000	0
	5. Development of a plan for NAP implementation.	5,000		5,000	10,000	50
IV. Establishing the finance and technology framework for NAP implementation	1. Conducting a diagnosis financial of resources available for NAP implementation	5,000		5000	10000	50
	2. Development of the Integrated Financial Strategy and the Integrated Investment Framework	10,000		10,000	20,000	50
	3. Updating of NAP to accommodate priorities, including national targets for investment.	8,000		8,000	16,000	50
	4. Identification of technology that will be applied in NAP alignment	4,000		4,000	8,000	50
	5. Identification of technology transfer needs for NAP implementation	3,000		3,000	6,000	50
Total		83,000		164,000	247,000	33

B) PROPOSED DETAILED BUDGET FOR ACTIVITIES RELATED TO REPORTING AND REVIEW PROCESS
(US\$)

Implementation Period:		Start: 2012	End: 2012		Total Project Financing	GEF Grant as % of Total*
Output	Activities	Proposed GEF Grant	Co-Financing			
			Cash	In-kind		

I. Strengthening human and scientific capacity for implementation of indicator-based monitoring and assessment	1. Understanding and application of methodologies for indicator-based reporting which comply with the reporting requirements of the UNCCD	4,000		4,000	8,000	50
	2. Training national level stakeholders in the reporting methodologies, procedures and tools	6,000		6,000	12,000	50
	3. Establishment of data gathering and knowledge management systems for the reporting and review process	3,000		3,000	6,000	50
	4. Maintaining data flow to the knowledge management systems	0		3000	3,000	0
	5. Establishing data quality insurance systems before report submission	2,000		2,000	4,000	50
	6. Ensure liaison with Reference Centers (Helpdesk) for acquiring further knowledge and know-how on UNCCD reporting	0		1,000	1,000	0
II. Preparing reports for the second leg of the fourth reporting and review process	1. Establishment of appropriate consultative processes	2,000		2,000	4,000	50
	2. Stakeholder assessment and workshop on the launch of the reporting process (impact assessment, performance review, best practices and financial flows)	5,000		5,000	10,000	50
	3. Preparation of the draft report	10,000		10,000	20,000	50
	4. National validation workshops to review and finalize the report	6,000		6,000	12,000	50
	5. Submission of the report through the PRAIS portal	0		1,000	1,000	0
III. Enhancing national ownership of the reporting process	1. Improvement of the linkages of UNCCD reporting and implementation with national development priorities	0		2,000	2,000	0
	2. Development of a plan to make use of the established system for long-term monitoring of the UNCCD	4,000		4,000	8,000	50

	implementation					
IV. Harmonizing to the level possible of the indicator data and knowledge bases of GEF, Rio Conventions, MEA IKM and other databases relevant to land degradation	1. Application of a conceptual approach for harmonization of indicator data and knowledge bases of GEF, Rio Conventions, MEA IKM and other databases relevant to land degradation	5,000		5,000	10,000	50
Total		47,000		54,000	101,000	46

*Total GEF grant as percentage of total project cost.

C) SUMMARY BUDGET FOR THE PROPOSED INITIATIVES (US\$)

Project Components (activity description in table above)	Proposed GEF Grant	Co-Financing		Total Project Financing	GEF Grant as % of Total
		Cash	In-kind		
NAP Alignment	83,000		164,000	247,000	34
Reporting and Review Process	47,000		54,000	101,000	47
Project Management Cost*	13,000		60,000	73,000	17
Total Project Cost	143,000		258,000	421,000	34

*Please provide detailed project management cost in the following tables (Tables D & E)

D) PROJECT MANAGEMENT COST (US\$)

Cost Items ⁴	Total Estimated Person Weeks/Months	Grant Amount	Co-financing	Project Total
Local consultants	1/12 months	13,000	40,000	53,000
International consultants				
Office facilities, equipment, materials and communications	0		20,000	20,000
Travel				
Others ⁵				
Total		13,000	60,000	73,000

E) CONSULTANTS TO BE HIRED FOR THE PROJECT (US\$)

Position Title	\$/Person Week ⁶	Estimated Person Weeks ⁷	Tasks To Be Performed
For Project Management			
Local			
Project coordinator	192	52	Supervise and follow up implementation of project components
External Auditing	750	4	Audit project activities
International			
Justification for travel, if any:			
For Technical Assistance			
Local			
Policy development experts	500	10	Conduct activities I.1 , III.4
Land degradation expert	865	52	Conduct activities I.3, II.1 , II.3, II.4, IV.4, III.1,III.2 , III.3 ,III.5,

⁴ Details to be provided in the following table (Table E).

⁵ For others, to be clearly specified by overwriting fields (1) and (2).

⁶ Provide dollar rate per person week.

⁷ Total person weeks needed to carry out the tasks.

			IV .3 ,IV.4 , IV.5
Awareness raising expert	944	18	Conduct activities I.2, I.4, II.5,
Financial analyst	1000	15	Conduct activities IV.1, IV.2
Data management and reporting expert	597	52	Conduct activities under reporting section excluding activity II.3
national consultants to prepare the national report	83	12	Preparing national report
International			
Justification for travel, if any:			

III. INSTITUTIONAL ARRANGEMENTS FOR IMPLEMENTATION

The Ministry of Environment (MoEnv) will be the Executing Agency of the project. In order to insure coordinated and facilitated implementation of the project, the MoEnv will formulate a steering committee comprising members from relevant stakeholders .The steering committee will assume the following responsibilities:

- **Oversight implementation of the activities of the project and suggest recommendations to overcome any difficulties;**
- **Assist in drafting TOR for consultants including identification, recruiting and selecting of qualified consultants based on local bidding.**
- **Recommend appropriate meeting participants, and facilitate necessary arrangements for the activities/ meetings.**
- **Assist in developing communications campaign to inform all stakeholders including local citizens of the projects' activities and need for their participation.**

The Steering Committee will include members from relevant institution representing governmental and non governmental institution including academia with adequate representation of local communities and gender. The Steering Committee will work in close cooperation and coordination with the National Committee on Desertification Combat to insure successful delivery of the aligned NAP and improved reporting mechanism.

In order to insure close supervision and implementation of project activities, a project

coordinator will be recruited by the MoEnv through the Steering Committee via competitive interviews. The project coordinator will work in close cooperation with the MoEnv, the Steering Committee and the National Committee on Desertification Combat and will report regularly to the Steering Committee on implementation of the activities. The Project coordinator will be responsible for day-to-day management and decision-making for the project. His/her prime responsibility is to ensure that the project produces the results specified in the project document, to the required standard of quality and within the specified constraints of time and cost. The project coordinator will be assisted by the MoEnv and the consultants who will be hired to implement the activities listed in the project. The Steering Committee and the National Committee on Desertification Combat will also provide necessary support and guidance to The project coordinator.

The MoEnv had already implemented several projects that were funded by the WB/ GEF and has both the technical and financial capacity to implement this project. As a governmental institution, the financial governmental rules and regulations shall be used in implementation of the project. The MoEnv in coordination with all stakeholders will be responsible for the planning and overall management of project activities including reporting, accounting and monitoring of the project, recruitment, procurement and services solicitation, supervision of the implementing partner and for the management of project resources. The Director of Financial Affairs and the Director of Nature Protection at the MoEnv will be tasked with providing necessary financial and technical support to insure adequate implementation of the project. The lead person for overall accountability will be the Director of Nature Protection at the MoEnv.

June 22, 2011

PART II. FINANCIAL MANAGEMENT AND PROCUREMENT SELF-ASSESSMENT

(Instructions on responding to this Self-Assessment are provided in Annex 2)

Grant Recipient's Name: Ministry of Environment

Grant No.

Information to be provided by the Executing Agency	
1. Name and contact information of the Executing Agency	Ministry of Environment P.O.BOX 1409 Amman- Jordan 11941
2. Year of registration (establishment) and years of operations	2003
3. Experience with World Bank operations (projects financed from WB loans or credits or grants)	have experience in working with the WB
4. Are there sub-grants for the operation? What are the amounts involved for sub-grants? To which entities are sub-grants allocated?	NO
5. If there are sub-grants, have you checked the WB list for <u>debarment list</u> to ensure eligibility of the sub-grants recipients? http://intranet.worldbank.org/servlet/main?theSitePK=278020&querycontentMDK=64069700&piPK=64147837&pagePK=64147838&menuPK=60000357&contentMDK=64069844	NA
6. Information about financial management (FM) arrangements for the operation:	
• Does the Executing agency have an FM or Operating Manual that describes the internal control system and FM operational procedures?	Yes
• What accounting system is used? Is a computerized or a manual?	Governmental, manual and computerized
• What is the staffing for accounting, auditing, and reporting functions? Does the Executing Agency have a qualified accountant? Full time or part time? Who will be in charge of the grant? What are qualifications and experiences of the accountant assigned to the grant?	the Ministry of Environment has a directorate for financial affairs which will be in charge of the grant
• Disbursement Arrangements (e.g. disbursement methods applied, supporting documentation requirements)	Disbursement arrangements follow governmental rules and regulations
• Does the Executing agency have in place basic arrangements to support flow of funds, and timely accountability of funds? (E.g. bank and cash procedures, funds flow	Yes

diagram)	
<ul style="list-style-type: none"> Does the Executing agency keep adequate records of financial transactions, including funds received and paid, and of the balances of funds held? (E.g. cash book, cash count minute, bank book, bank statement, bank reconciliation). Who is authorizing the payments? Who is making the payments? 	Yes
<ul style="list-style-type: none"> How often does the Executing agency produce interim financial reports? What information are presented in the financial reports. 	The Ministry can produce the required interim financial reports as may be required by the donors.
<ul style="list-style-type: none"> Is the Executing Agency audited? If yes, by which auditor? How often the EA is audited? What are the types of audit carried out e.g. financial audit, performance audit, procurement audit? Are the audit reports made public? Please attach a copy of the last (1-2) audit reports (or provide link to the site where these can be downloaded). 	The Ministry of Environment is audited financially by the Audit Bureau. All expenditures under a given project are audited by the Audit Bureau. The audit reports of the Audit Bureau are made public.
7. Information about Procurement arrangements for the operation:	
<ul style="list-style-type: none"> Does the Executing agency have procurement procedures, rules or regulations in writing? Where are the responsibilities and delegation of authority for those who have control of procurement decisions described? 	Yes. the Ministry of Environment follows governmental rules and regulations as stipulated in relevant legislation .
<ul style="list-style-type: none"> Who does procurement in the Executing agency (which unit(s) is responsible for selecting & contracting consulting firms, individual consultants, equipment & materials); what are the qualifications of staff responsible for procurement? 	Special committees are formed for selection and controlling consultant firms, individual consultants, equipment...etc.
<ul style="list-style-type: none"> Does the Executing agency have qualified procurement staff that are familiar with Bank procurement Guidelines and standard procurement documents? 	Yes.
<ul style="list-style-type: none"> Does the recipient use procurement plans for planning and managing its own procurement activities? If yes, what are the elements of such procurement plans (minimum information). Please attach a copy of the template or an example of one of the plans. Is there a track record of adhering to and regularly updating such procurement plans? Who prepares it and who approves them? 	Yes. As per governmental rules.
<ul style="list-style-type: none"> Do simple templates of procurement documents exist for the procurement methods applicable to the operation (i.e. 	Yes

<p>selection of consultants and/or procurement of goods)? If yes, provide copies of such templates/forms.</p>	
<ul style="list-style-type: none"> • Does the Executing agency maintain adequate written records of all procurement and contract documents? Where and for how long are such records kept? 	<p>Yes, the procurement plans may be kept as required by the donor.</p>
<ul style="list-style-type: none"> • Does the Executing agency use a contract monitoring system? If not, how does the recipient do monitoring of contracts' execution? Attach a sample report if available. 	<p>contracts execution are usually monitored by the project coordinators and steering committees formed for a given project.</p>
<ul style="list-style-type: none"> • Does the Executing Agency maintain a "black list" of contractors and/or consultants who are not eligible for contracts award. If yes, explain the blacklisting application. Is such list public? 	<p>blacklisting is applied in case of violating the governmental rules and made public at the Ministry.</p>
<ul style="list-style-type: none"> • How are complaints related to selection/procurement processes and award of contracts handled by the Executing agency? 	<p>the complaints are received and processed by a committee formed by the Ministry and the decision is communicated to the relevant individual/entity.</p>

PART III. SIMPLIFIED PROCUREMENT PLAN

Grant Recipient's Name: Ministry of Environment Grant No. _____

List all planned contracts for both the NAP Alignment and Reporting activities. If consultants are to be hired under project management, contract for the consultant should also be listed here.

List of Planned Contracts	Estimated Cost	Procurement Method	Start Date	Completion Date	Prior/Post review by the Bank	Remarks
Consulting Services (including hiring consultants for workshops and project management)						
Policy development expert	5,000	Local bidding	7/2012	9/2012	N.A	To conduct activities I.1 , III.4
Land degradation expert	43,000	Local bidding	7/2012	7/2013	N.A	To conduct activities I.3, II.1, II.2,II.3, II.4, IV.4, III.1,III.5, IV .3 ,IV.4 , IV.5
Awareness raising expert	17,000	Local bidding	8/2012	11/2012	N.A	To conduct activities I.4, II.5, III.2,III.3
Financial analyst	15,000	Local bidding	9/2012	12/2012	N.A	To conduct activities IV.1, IV.2
Data management and reporting expert	31,000,	Local bidding	7/2012	7/2013	N.A	To conduct activities under reporting section excluding activity II.3
Project coordinator	10,000	Local bidding	7/2012	7/2013	N.A	Supervise implementation of project activities
National consultants for national report preparation	10,000	Local bidding	7/2012	10/2012	N.A	To prepare and finalize national report
External Auditor	3,000	Local bidding	9/2013	10/2013	N.A	To audit project activities
Estimated Consultants Total:	134,000					
Goods						

Estimated Goods Total:						
Training (excluding hiring consultants for workshops activities, includes logistical expenses only)						
National consultations for awareness raising	1000		7/2012	7/2012	N/A	
Training in use and application of indicators, monitoring and evaluation and in the gathering of data	2000		8/2012	8/2012	N/A	
Training national level stakeholders in the reporting methodologies, procedures and tools	1500		10/2012	10/2012	N/A	
Workshop on the launch of the reporting process (impact assessment, performance review, best practices and financial flows)	1500		9/2012	9/2012	N/A	
National validation workshop to finalize the national report	3,000		10/2012	10/2012	N/A	
Estimated Training Total:						
	9,000					
Total Estimated Cost:						
	143,000					