

# ANNUAI PROGRESS REPORT

17 July 2022 to 16 Jul 2023



Principal Secretary Chaired PLGSP Lumbini Province 1st qtr. progress review workshop on 3-4 Nov. 2022.



Secretary/PPD and PPM participated IPF monitoring visit & interacted with LGs Officials about Digital Service Center at Yasodhara LG on 4 Nov. 2022



Government of Nepal  
Lumbini Province  
Office of the Chief Minister and Council of Ministers  
**Provincial and Local Governance Support Programme (PLGSP)**  
Provincial Programme Implementation Unit (PPIU)  
Rapti valley (Deukhuri), Nepal  
31 July 2023

## Executive Summary

Provincial and Local Governance Support Programme (PLGSP) is the flagship programme of the government of Nepal in governance sector. The programme duration is July 2019 to July 2023. The programme is primarily about putting in place of a functional, effective, and democratic system of governance at all three tiers of government level viz. federal, provinces and local level in the spirit of constitution. To achieve the ambitious goals of the newly adapted governance systems PLGSP supported at the provincial level, the Provincial Programme Implementation Unit (PPIU) and Provincial Centre for Good Governance (PCGG) are established and well operationalized. The PPIU has been working as secretariat of this program at province. For the overall management of the Provincial level programme (both PPIU, PCGG), the provision of Provincial Programme Director (Secretary of Governance Reform Division OCMCM), Provincial Programme Manager (Under Secretary Governance Reform Division OCMCM) for PPIU and for PCGG provision of Executive Director for overall management of the programme implementation and supervision. In the implementation of the activities in the province and local level, PLGSP programme has been taken speed up to fulfill its objectives and output in given time-frame.

In the fiscal year 2022/2023, OCMCM, TA team very much busy to implement PASIP activities targeted in this period but could not success to attain planned results due to the local level and parliamentary election. Similarly, the provincial level political scenario after the parliamentary election of the Lumbini Province also took time to formulate the province government. The conduction of the PCC meeting is delay due to the nomination of the PCC members by the newly formed provincial government.

Likewise, changing the PPD, PPM and Focal person and other relevant staffs of OCMCM has been taken little bit time which prevented the activities implementation in the province level. However, in the year the overall progress of the PPIU and PCGG has been found satisfactory and succeed to achieve remarkable achievements.

However the noteworthy progress of FY 2022/2023 were GESI Audit in 13 provincial ministries, GESI mainstreaming training/Gender Responsive training to the provincial ministries/departments/offices. Similarly, IPF progress review workshop, quarterly progress review of PLGSP, Public Procurement training to PG level, IPF concept note and full proposals writing orientation to the LGs, 20 times frequently IPF monitoring visit by TA team with PPD, PPM. Likewise, Personnel Information System (PIS) training to the province level, FRRA Online entry system, Office Automation System. The third party monitoring of the PLGSP and interaction by the final evaluation team with PLGSP TA team and PPD, PPM on the structure of the next phase were also accomplished. In the coming year the TA team will focus and give priority to endorse both guideline by the province government.

In the training part of the PPIU total 4 training were completed. Total 134 participants including male-121, female-13. In the disaggregated data the participation of Dalit-3, Janajati-18 Madeshi-7, Muslim-0, and B/C-106. In the training the involvement of female were 10%. The main objectives of the trainings were to enhance the capacity of the provincial civil servants on effective service delivery to the citizen.

In case of PCGG a total 24 events of trainings/orientations/workshops were organized in different thematic areas on different dates. For example, MTEF Refresher to elected representatives and Officials, LISA orientation, FRRA refresher training, Capacity dev. training o GESI, hospitality management and dining etiquette, health and hygiene were completed. Similarly, positive attitude and stress management for elect representative, In-service training for provincial assistant level, public procurement training to LGs LISA orientation to elected representatives, CAO, Planning Officers and IT Officers of 12 districts were completed. Orientation on positive attitude, In service training, GRB for elected representatives and Staffs, MTEF refresher training, DPR training, NBC, EBPS and building by laws training to LGs

engineer, Capacity dev training to LGs ward secretary on vital registration, Capacity dev. training of ICT officers on computer networking training, Cost estimation, procurement management and quality control training to LGs engineers etc. Hence the PCGG total 2512 participants were trained/oriented out of that Male-2166, Female-346 whereas Dalit-66, Janajati-545, Madeshi-163, Muslim-19, Disable-2 and BC-1719. The women involvement were 14%

In the year of 2022/2023 the overall data of the participants of the training and orientation 2646 participants were trained/oriented out of that Male-2287, Female-359 whereas Dalit-69, Janajati-563, Madeshi-170, Muslim-19, Disable-2 and BC-1825. The percentage of women involvement were 16.

## Table of Contents

### Contents

Table of Contents .....	III
Abbreviations .....	VII
Background.....	1
Project Objective .....	1
Project Implementation Arrangement in the Province .....	1
Key Achievement against Target .....	2
Outcome wise Details on the Progress .....	3
Activity 4.1: Formulate/review Acts, regulations and guidelines of PGs:-2 Laws .....	4
Activity 4.4 Draft laws in consultation with LGs.-2 Laws .....	4
Activity 5.1: GESI audit of Provincial Ministries.-13 .....	4
Activity 5.4: Provincial Coordination Committee Meeting.-4 .....	5
Activity 5.10: SDGs Localization Guideline printing and dissemination. ....	8
Activity 5.15: Conduct capacity building training on GESI/ GRB for GESI civil servants/GESI focal person of PGs. ....	8
Activity 5.18: GESI implementation guideline printing and dissemination.....	10
Activity 5.25: Conduct Organization and Management study of PG. ....	10
Activity 6.1: Strengthen IT based information management system in PGs through mobilization of IT network. ....	10
6.1.1 Personnel Information System (PIS) training for Province Ministries, Departments, Offices.....	10
6.1.2 Orientation Training on Integrated Information Portal.....	12
Activity 6.1 Upgrade Audit Arrear Software for full implementation .....	14
Activity 6.15: Develop internal control system guideline of PG.....	14
Activity 6.19: Strengthen local governance through mobilization of volunteers (Volunteer mobilization for LG sectoral governance strengthening, service delivery and economic development). ....	15
6.19.1 Strengthen the capacity of volunteers.....	15
Organized Law formulation and Public Procurement training to PGs level (Volunteers & Ministries Officials). ....	15
Activity 6.22: Organize orientation training on Fiduciary Risk Assessment (FRA) online system for PGs.....	18
Activity 6.30: Organize consultations/interactions workshop at PG (with province and local government).....	22
Sub Activity: 6.30.2 Provincial level coordination meeting with Development Partners. ....	25
Activity 12.1: Organize orientations on Innovative Partnership Fund (IPF).-12 .....	28
Activity 12.1.1 IPF annual progress review workshop-2021/2022 .....	28
Activity 12.1.2 IPF progress review workshop 2022/2023 .....	30
Activity 12.2: Implement innovative schemes at local level as per the guideline of Innovative Partnership Fund (IPF).-1 .....	37
Activity 7.2: Renovate/Construction physical infrastructure of PTA-1 .....	40
Activity 7.7: Organize cross sharing and learning visit for PTA and PPIU officials and staffs-1 .....	41

Activity 7.3: Prepare CD training materials for PTA (Develop and publish materials- leaflet/brochure /learning materials/annual report)-1.....	41
Activity 7.4: Strengthened and operation of digital lab at PTA-1 .....	41
Activity 8.1: Prepare Revenue Improvement Action Plan (RIAP) of LGs-23 .....	42
Activity 8.2 Prepare Capacity Development plan of LGs-24.....	42
Activity 8.3: Prepare periodic plan of LGs-9 .....	42
Activity 8.4: Conduct orientation/ coaching program on Mid Term Expenditure Framework (MTEF) for elected representatives and officials of LGs-109.....	44
Activity 8.5: Organize refresher training for the implementation of LISA-109.....	44
Activity 8.6 : Organize refresher training and implementation of Fiduciary Risk Assessment (FRRA) in LGs-50 .....	44
Activity 8.7: Internal Control System (ICS) orientation on LGs level-35.....	45
Activity 9.1: Support LGs to implement downward accountability tools and mechanism (public hearing, social audit)-35 (7).....	45
Activity 9.2: Workshop among PGs and LGs on local economic development for LG representatives/officials. ....	46
Activity 9.3: Support LGs to strengthen horizontal cooperation (organize workshop in the district level for horizontal coordination between/among LGs.....	46
Activity 10.2: Conduct GESI audit Orientation workshop.....	46
Activity 10.2: Conduct GESI audit of LGs-109 .....	47
Activity 10.2: Organize orientation on Gender Responsive Budgeting (GRB) for elected representatives and staff of LGs-12 (5 were completed) .....	49
Activity 10.3: Organize orientation on child-friendly and disable friendly local governance to LGs-5 .....	50
Activity 10.4 Organize capacity building training on GESI to the GESI Focal Person of LGs-3 (4).....	51
Activity 10.5: Organize orientation on localization and contextualization of 'Code of Conduct to prevent workplace sexual harassment in LGs-15 .....	52
Activity 10.6 Training on Transformative leadership building of elected women leaders-4 .....	52
Activity 11.2 Develop IEC materials to strengthen citizen engagement and inclusive participation-1 .....	52
Activity 13.1: Interaction Program on Hospitality Management and Dining Etiquette to provincial high level elective representatives and government officials.-1.....	53
Activity 13.2: Conduct training as indicated by CD need assessment report for the related government officials and representatives-2 .....	55
Activity 13.3: Conduct training program on "Integrity, Morality and positive attitude and behaviour Knowledge and science" to elective representative and government officials-2.....	56
Activity 13.4: Development of curriculum module for capacity building training program for people's representatives and employees on need base-4 .....	58
Activity 13.5: Conduct tour program for observation, learning and discussion of good practice of inter-provincial level ministries (other than Lumbini province) to the government officials working in the province level-1 .....	59
Activity 13.6: Conduct service entry level training for Provincial level employees-1 .....	59
Activity 13.7: Conduct In service level training for Provincial level employees-1.....	59
Activity 13.9: Conduct training on hospitality, hygiene and safety for the support staff and drivers working in the Chief Minister's Office, various ministries and provincial level offices.2 .....	61
Activity 14.1: Orientation to LGs elected representatives and officials on federalism system of Nepal-4.....	63



14.1.1 Interaction Programme on Strengthening Federal Governance System of Nepal .....	63
Activity 14.2: Training to LGs planning, budgeting and result based monitoring and evaluation t LGs elected representatives and officials-4 .....	65
Activity 14.3: Transformative leadership training to LGs elected representatives of Dalit women.-1 .....	65
Activity 14.4: Natural disaster management training -1 .....	65
Activity 14.5: Training to LGs account officers/ non officers on financial discipline, public procurement act.-1 .....	65
Activity 14.6: Capacity development training to computer operators of LGs.....	65
Networking and Server Management Training .....	65
Activity 14.7: Capacity development program for local level staff on Environment Assessment (IEE, EIA, BEA)-3 .....	68
Activity 14.8: Orientation to 109 LGs elected representatives and officials on local government act 2074 and role and responsibility of LGs representatives-4 .....	68
Activity 14.9: Orientation on Environment friendly local government-1 .....	69
Activity 14.10: Conduct pre-service training for LGs staffs (residential training to newly appointed staff of LGs)-1.....	69
Activity 14. 11: Conduct in-service training for LGs staffs (Assistant level)-1 .....	69
Activity 14. 12: Conduct in-service training for LGs staffs (Officer level)-1 .....	69
Activity 14.13: Capacity development training to LGs ward secretaries on role and responsibility of ward chair and ward secretary, social security and quality service delivery-12 (10 events complete) .....	69
Activity 14.14: Training to LGs representatives and officials of Economic and entrepreneurship development-5 .....	71
Activity 14.15: Training for engineers/sub engineers on NBC, EBPS and building by-laws to municipalities-171	
Activity 14.16: Training for engineers/sub -engineers on preparation of DPR to LGs- First event.....	73
Activity 14.16: Training for engineers/sub -engineers on preparation of DPR to LGs-Second event .....	74
Activity 14.17: Training for engineers/sub -engineers on design on suspension bridge-1.....	74
Activity 14.18: Training for assistant sub engineers on estimation, contract management and quality control-174	
14.19 Cost Estimation, procurement management and quality control training to LGs Engineers (1 event completed) .....	76
14.17 Training on Public Procurement Management to LGs officials (1 Events).....	77
Mainstreaming Gender Equality and Social Inclusion (GESI).....	79
Updated Provincial M&E Framework.....	79
Review of AMEP .....	80
Staff Meeting of PPIU team: .....	80
Staff Meeting of PPIU and PCGG staffs .....	80
Training and Workshop .....	80
PLGSP/PPIU and PCGG team Participated on Progress Review and Team Building ws at Pokhara .....	81
PLGSP/PPIU and PCGG team Participated on CDMIS training at Panauti Kavre.....	82
Participate in Result Based Monitoring and Reporting ToT at Panauti Kavre.....	83
IPF progress review workshop at Dhulikhel .....	84
Monitoring and Knowledge Management.....	86
Monitoring from PCU/Donor: .....	86

Third Party Monitoring visit.....	86
British Embassy Kathmandu team (BEK) visit PPIU Lumbini Province .....	87
USAID Public financial Management Consultation team Visited PLGSP/PPIU Office Lumbini Province, Butwal.....	87
Financial Progress .....	88
Linkage and Coordination with DP .....	88
Coordination with Provincial Ministries and Offices: .....	89
Local Government: .....	89
Meeting with DP.....	89
Issues and challenges.....	90
Lessons learned .....	90
Recommendation/Suggestions.....	90
PPIU Key Plan and Priority.....	90
Key Plan and Priority of PCGG: .....	91
Annex1: Consolidated results-based reporting against the targets of P/ASIP.....	92
Annex-1 IPF Periodic Progress Review Workshop (17-18 August 2022) -List of participants-Dang.....	99
Annex 38: Half Yearly (2022/2023) Annual Financial Monitoring Report (FMR) of PLGSP-Lumbini Province .....	102

## Abbreviations

AMEP	:	Annual Monitoring and Evaluation Plan
CAO	:	Chief Administrative Officer
CD	:	Capacity Development
CGAS	:	Computerized Government Accounting System
C-MIS	:	Crisis/COVID Management Information System
COVID-19	:	Corona Virus Disease
CSO	:	Civil Society Organization
DCC	:	District Coordination Committee
DFID	:	Department for International Development
DPs	:	Development Partners
DPR	:	Detail Project Report
ED	:	Executive Director
EOI	:	Expression of Interest
FCGO	:	Financial Comptroller General Office
FMR	:	Financial Monitoring Report
FRRAP	:	Fiduciary Risk Reduction Action Plan
FY	:	Fiscal Year
GESI	:	Gender Equality and Social Inclusion
GoN	:	Government of Nepal
GRB	:	Gender and Budgeting
ICTP	:	Information and Communication Technology Pratisthan
IG	:	Inter-Governmental
IEC	:	Information, Education and Communication
IPF	:	Innovative Partnership Fund
I/NGO	:	International/Non-Government Organization
IT	:	Information and Technology
ITOs	:	Information Technology Officers
JS	:	Joint Secretary
LDTA	:	Local Development Training Academy
LGs	:	Local Governments
LISA	:	Local Government Institutional Self-Assessment
MoEAP	:	Ministry of Economic Affairs and Planning
MoFAGA	:	Ministry of Federal Affairs and General Administration
MoIAL	:	Minister of Internal Affairs and Law
MoSD	:	Ministry of Social Development
MTEF	:	Mid-Term Expenditure Framework
NPC	:	National Planning Commission
NPD	:	National Programme Director
NPM	:	National Programme Manager
OCA	:	Office of Chief Attorney
OCMCM	:	Office of the Chief Minister and Council of Ministers
O&M	:	Organization and Management
PASIP	:	Provincial Annual Strategic Implementation Plan
PCC	:	Provincial Coordination Committee
PCGG	:	Provincial Centre for Good Governance
PCU	:	Programme Coordination Unit
PFCO	:	Provincial Financial Controller Office
PFM	:	Public Financial Management



PFME	:	Public Financial Management Specialist
PG	:	Provincial Government
PLGSP	:	Provincial and Local Governance Support Programme
PLMBIS	:	Provincial Line Ministry Budget Information System
PP	:	Public Procurement
PP	:	Periodic Plan
PPC	:	Province Planning Commission
PPIU	:	Provincial Programme Implementation Unit
PPD	:	Provincial Programme Director
PPM	:	Provincial Programme Manager
PPSC	:	Provincial Public Service Commission
PTA	:	Province Training Academy
PTCO	:	Province Treasure Comptroller Office
Qtr.	:	Quarter
RfP	:	Request for Proposal
RIAP	:	Revenue Improvement Action Plan
SDG	:	Sustainable Development Goal
SuTRA	:	Sub-Treasury Regulatory Application
TA	:	Technical Assistance
TDS	:	Tax Deduction at Source
TL	:	Team Leader
TOR	:	Terms of Reference
ToT	:	Trainers of Training
TV	:	Television
UGs	:	Users Group
UNDP	:	United Nations Development Programme
UNFPA	:	United Nations Population Fund
UNICEF	:	United Nations Children Fund
UNOPS	:	United Nations Office for Project Service
UNV	:	United Nation Volunteer
USAID	:	United States Agency for International Development

## Background

Nepal entered a new phase in its democratic transition after the promulgation of its new constitution in September 2015, with the intent of transforming the country from a centralized unitary state into a federal country and to ensure economic equality prosperity and social justice. The new constitution marks a fundamental paradigm shift in the system, structure and functioning of Sub National Government in Nepal. The three levels of government as stipulated by the constitution includes the federal government at the center, seven provincial governments overseeing each respective province and the local governments. In Lumbini Province OCMCM/PPIU/PCGG have been implementing PLGSP in 109 local governments for their capacity building and support to develop and review of acts, policies, rules, regulations and operational guidelines and has been supporting to province ministries and offices. Supported to formulate workshop, acts and regulation, IT system strengthening, establishment of strong coordination and collaboration among PLGs for functioning of federalism. In order to strengthen the overall governance systems of both province and local governments and capacity building of elected representatives and officials, MOFAGA in partnership with various Development Partners (DPs) has implemented Provincial & Local Governance Support Programme across the country which covering entire 7 provinces and 753 Local Governments as well.

The national flagship PLGSP is a framework programme in governance sector and hence it is supposed that all Government and Non-Government institutions/organizations and DPs who works in governance sector should align with PLGSP for harmonization and aid effectiveness. Thus, in Lumbini Province, initiation has been taken for co-ordination and collaboration with such governance related organizations/programme. The PLGSP programme has taken momentum of activities implementation. The Provincial Programme Implementation Unit (PPIU), Provincial Centre for Good Governance (PCGG) have been well functioning and implemented Provincial Annual Strategic Implementation Plan (P-ASIP) approved by PCC meeting.

## Project Objective

### Goal:

The attainment of functional, sustainable, inclusive and accountable provincial and local governance.

### Objectives:

- Strengthen provincial and local governance systems and procedures and IG relationships to maximize benefits of cooperative federalism for Nepali citizenry.
- Enhance the capacity of provincial and local governments to deliver services and development outcomes effectively to citizens.

## Project Implementation Arrangement in the Province

The Provincial and Local Governance Support Programme (PLGSP) is a national flagship programme of the GoN and Development Partners and is executed by Ministry of Federal Affair and General Administration (MOFAGA). At provincial-level, Provincial Programme Implementation Unit (PPIU) and Provincial Centre for Good Governance (PCGG) have been established as the two-implementation unit under PLGSP.

The PPIU has been working as plan of this program at province. The office is well set-up and well functioning and stationed at Capital of Lumbini Province Rapti Vally (Deukhuri) at Rapti Rural Municipality. With the leadership of the Secretary of OCMCM/Provincial Programme Director, Provincial Programme Manager, Officers as focal person, account officer and logistic officer for day-to-day work, operation and programme implementation. Thus, MoFAGA/PCU and UNDP have jointly recruited 5 Technical Assistance (TA) staff IPF Expert, IT & e-Governance Expert, Governance Cum Legal Expert, PFM Expert and Monitoring and Reporting Expert for PPIU for providing technical and necessary supports in different thematic areas like planning, implementation, monitoring, reporting, coordination, cooperation and collaboration of the PLGSP.

Province Center for Good Governance has been stationed at Nepalgunj (LDTA Office). The Province Government has appointed a full time Executive Director (Under-Secretary) for operation of day-to-day work. Besides, 5-member of Technical Team has been recruited by MoFAGA/PLGSP for providing technical support to the programme planning, implementation and their effective implementation in different thematic areas like CD Expert, Curriculum Expert, GESI Expert, Infrastructure Dev. Expert and Local Governance Expert. The main objectives of the PCGG to enhance the capacity of local and provincial government through different types of training and orientation.

## **Key Achievement against Target**

### **Achievements under PPIU**

- Strengthen local governance through mobilization of volunteers (Volunteer mobilization for LG sectoral governance strengthening, service delivery and economic development). In this heading, a total 8 volunteers included 5 ITOs and 3 Legal were hired. They were deputed in different provincial ministries of Lumbini Province.
- PLGSP progress review workshop, GESI audit in 13 ministries, GESI mainstreaming and GRB training PIS, FRRAP online entry system were completed. Completed 2 PCC meetings, IPF progress review workshop all 10 LGs. They presented their progress and explored lessons, challenges and opportunity in IPF programme implementation.
- To assess the progress of IPF, 20 times joint monitoring visit of IPF programme with the involvement PPD, PPM, TA team and PCC members.
- British Embassy team visited to observe IPF activities in Maya Devi LGs.
- PPIU and PCGG TA team participated PLGSP Annual Review cum Team Building workshop at Pokhara.
- PPIU and PCGG TA team participated 2 days CDMIS training at Panauti, Kavre.
- GESI-GRB training, Legal and Public Procurement Training to PG level were completed.
- Similarly, IPF concept note orientation for 30 LGs and full proposals writing orientation to 7 selected LGs were completed. The full proposal writing and selection process also completed.
- Periodic review, DPs meeting etc

### **Key Achievements under PCGG**

- 8 events of CD training to ward chairpersons, 17-27 Bhadra 2079 (Gulmi, Palpa, Rolpa, Puythan)
- 3 events of GESI training to GESI focal persons 23-30 Bhadra 2079 (Rupendhei, Gulmi, Rolpa)
- 1 event of hospitality management and dining etiquette, 25 Bhadra 2079 (Rupendhei)
- LISA orientation to elected representative and staffs of 12 districts were completed.

- Training on Public Procurement Management to LGs officials (1 Events), Training on local Govt Acts, bylaws, role and responsibility of ward chair to LGs elected representatives (Ward Chairpersons) 4 Events, In service training to LGs officials (1 Event completed)
- Cost Estimation, procurement management and quality control training to LGs Engineers (1 event completed), Orientation on LGs elected representatives and officials in the federal system of Nepal (2 events),
- In-service Training for Provincial assistant level participants.,
- One-day orientation about "positive attitude and stress management" for elected representative, federal and provincial official head and chief administrative officer and assistant level in-service government officials.
- Organize orientation on Gender Responsive Budgeting (GRB) for elected representatives and staff of LGs (5 events).
- Completed GESI audit of 109 LGs
- Hospitality, Gender friendly behavior and vehicle maintenance knowledge related training to Driver of provincial ministries and related organizations of Lumbini province.
- Organize refresher training and implementation of Fiduciary Risk Assessment in LGs.
- Organize refresher training for the implementation of LISA
- Conduct MTEF Refresher Training program for elected representatives and officials of LGs.
- Organize capacity building training on GESI to the GESI Focal Person of LGs (3 events)
- Training on result-based planning, budgeting, and monitoring system to elected representatives and officials of LGs. (Ward chairpersons Pyuthan and Rolpa) 4 Events.
- DPR training for LGs Engineers and sub-engineers (2.7.28.91)
- In service training to LGs officials 1 Event

### Outcome wise Details on the Progress

**Outcome 1:** Government institutions and IG mechanisms at all levels are fully functioning in support of federal governance as per the constitution.

**Outcome 2:** Provincial and Local governments have efficient, effective, inclusive, and accountable institutions.

**Outcome 3:** Elected representatives and civil servants at provincial and local governments have the capacity and serve citizens to their satisfaction.

**Sub-Outcome 2A:** Provincial governments have functional, inclusive, and accountable institutions

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### Output 4: Provincial governments drafted legislation in a consultative manner

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#### Activity 4.1: Formulate/review Acts, regulations and guidelines of PGs:-2 Laws

The rights of PG to formulate laws is clearly mentioned in the constitution of Nepal. The OCMCM has formulated different acts and regulations to carry out their functions as provisioned in the constitution. In the fiscal year 2022/2023, the OCMCM Lumbini Province has formulated a **Public Hearing Guideline (2080)**, **Citizen Chartered Management Guideline (2080)** under PLGSP.



PPD giving input to preparing Public Hearing Guideline

Firstly, the Legal Volunteers (hired under PLGSP) and TL/GLE have worked jointly at the beginning then submitted to the task force. The task force members and TL/GLE have worked intensively. Both guidelines finalized after consultation through number of meetings with provincial ministries and TA team. These guidelines are submitted for further approval from cabinet.

#### Activity 4.4 Draft laws in consultation with LGs.-2 Laws

The three tiers governments have right to formulate act, policy, regulation, guideline as provisioned under exclusive and concurrent rights and power. The Provincial Government has developed various acts, regulation, guidelines as per the need of sectoral ministries in close consultation with right stakeholders. The OCMCM Lumbini Province has formulated **Gender Responsive Budgeting Guideline, 2080** for the provincial and local governments under PLGSP. This guideline is developed through task force, led by Province Secretary/Provincial Program Director. This guideline is developed as first draft by Legal Volunteers and TL/GLE. The guideline has plan to endorsed by the provincial government near future.

At the initial stage, the Legal Volunteers (hired under PLGSP) and TL/GLE have worked jointly. After that TL/GLE submitted to the task force. The task force members and TL/GLE have worked intensively. Both guidelines were finalized after consultation through number of meetings with provincial ministries and TA team. This guideline was submitted for further approval from the Cabinet.

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### Output 5: Modernized PG systems enable horizontal and vertical accountability to all citizens and mainstream GESI

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#### Activity 5.1: GESI audit of Provincial Ministries.-13

GESI is one of the key priority areas under PLGSP, that essence is internalized throughout the project cycle. It focused from the beginning of the program; planning for the FY 2022/023, GESI mainstreaming activities at provincial and local governments i.e., formulation of GESI policy/guideline, GESI/GRB mainstreaming training GESI Audit in 13 ministries at PGs level. Besides this focus intervention, PLGSP equally emphasized mainstream GESI as a cross-cutting issue in all interventions. Initially prepared a checklist to assess and monitor the quality of GESI in PLGSP and followed it to ensure GESI

is well incorporated and mainstream in all aspects of program interventions. PLGSP also endeavored to develop a GESI mainstreaming road map of Lumbini Province to mainstream and internalized GESI in policy, program, budget, and service delivery of PGs and LGs. So provincial level GESI focal person has been nominated and regular meeting has been organized.

In the FY of 2022/2023 PPIU planned to audit in 13 ministries. Due to the frequently changing political environment of Lumbini Province, increased, the number of Ministries from 7 to 13 at province level with the working situation was also changed. Similarly, the provincial capital was transferred from Butwal to Dang. All the ministries office has been transferred from temporary station Butwal to Dang. So it was late to complete the GESI audit process in time.

The main objectives of the GES Audit are to evaluate whether the policy, program, planning, budgeting, service delivery, structure, working culture/environment of the Office are GESI responsive/sensitive or not. Similarly to provide specific recommendations to make GESI responsive and sensitive policy, program, and service delivery. The audit was conducted as per GESI Audit Guideline 2077. Firstly, GESI Audit task force committees were formed in respective provincial ministries and reviewed all the policy and program documents with the support of the task force committee. Then organized an orientation on the concept and importance of GESI Audit and evaluate the policy, program, planning, budgeting, and service delivery, structure, working culture/environment of the ministry from the GESI perspective. It was mandatory to participate in all staffs and present the 5 theme with their indicators and discuss to finalize the score in each indicator. Besides this, SWOT analysis on GESI was also done and developed GESI development action plan based on SWOT and obtained score.

Two service providers named 4H Nepal and Global Sustainable Research and Development Center were selected for the GESI audit in Provincial Ministries.

Total 178 persons were participated in the GESI audit of 13 ministries out of that 30 were female. The score of each ministry has been given below

**GESI Audit Score FY 2027/079 of Lumbini Province**

S.N.	Main Topic	Law, Policy, plan		Organizational Management		HR & Capacity Development		GesI friendly infrastructure		Good Governance & Accountability		Total	Score
		Total	Score	Total	Score	Total	Score	Total	Score	Total	Score		
1	OCMCM	14	13	10	5	6	6	8	2	10	5	48	31
2	MoFE	13	13	10	9	5	5	8	7	10	9	46	43
3	MoWCC	13	13	10	9	5	5	8	3.5	10	9.5	46	40
4	MoIA	13	7	10	3	5	1	8	3	10	5	46	19
5	MoEA	13	9	9	7	5	2	8	2	10	5	45	25
6	MoALM	13	10	10	9	5	3	8	4	9	6	45	32
7	MoID	12	10	10	9	5	3	8	6	8	7	43	35
8	MoESYS	13	8	10	4	5	1	8	2	10	3.5	46	18.5
9	MoH	13	7.5	10	3.5	5	3	8	1.5	10	6	46	21.5
10	MoICTM	12	10	10	9	5	2	8	6	10	6	45	33
11	MoEWRI	12	8	10	9	5	3	8	6	8	6	43	32
12	M. of Industry	12	10	10	9	5	2	8	6	10	6	45	33
13	M. of Energy	12	8	10	9	5	3	8	6	8	6	43	32

#### Activity 5.4: Provincial Coordination Committee Meeting.-4



## PCC 1st meeting

1st meeting of Provincial Coordination Committee (PCC) meeting was organized on 1 February 2023 (17 Magh 2079) At OCMCM Lumbini hall Rapti Dang. A total 21 participants included 16 PCC members were participated with representing from the OCMCM, secretaries from provincial line ministries, Mayor, Deputy Mayor, Chair persons and Vice Chair persons from Municipalities, Rural Municipalities and ED PLGSP, TA team of PPIU, PCGG. Newly appointed Honorable Chief Minister Lila Giri chaired the meeting and spelled out some agendas to be discussed in the PLGSP. Two other newly appointed Ministers were also presented in the meeting.

## Objectives of the meeting

- To share the progress of PLGSP till date and share the learnings, best practice, challenges and measure adapted to overcome the challenges and issues.
- To finalize the IPF proposal and select the 2 LGs for final approval and recommend for contract signing.

At the beginning of the meeting, Under Secretaries/PPM Yam Kanta Pandey welcomed to all the participants. He introduced the PLGSP programme its Goal, objectives, outcomes, Outputs major thematic areas. He said that PLGSP is the flagship programme in governance sectors of Nepal and covered federal, provinces and all 753 LGs of 7 provinces. He mentioned that the PLGSP try to strengthen the intergovernmental relationship among the federal, provinces and local level and it promotes the Law formulation, GESI, PFM, IT with capacity development of the elected representatives and civil servants. IPF is another main thematic areas where large volume of budget has been provisioned in the area. At the mean time PPM presented the progress till date and plan of this year. Mr. Pandey presented the overall achievements of the PLGSP programme till date and explored lessons, experience, issues and challenges during the programme implementation. Similarly, He presented the Provincial Annual Strategic Implementation Plan remaining activities to accomplish (P-ASIP) for FY 2022/2023. Executive Director of PCGG Kaman Sing Thapa Magar presented overall progress till date with challenges faced during the program implementation. He also presented the remaining activities to be completed in the coming months.



PPM presenting PPIU progress at PCC meeting OCMCM, Dang

After completion of the progress presentation PPM put forward their views, suggestions and some quarries like PLGSP coverage at all local level, need of capacity development trainings like PFM, Governance, GESI, IT etc. He requested to Secretary/PPD, put their views shortly regarding the objectives of the PCC meeting.

At the moment Acting Principal Secretary Rajendra Thapa said that the initially the PLGSP program hadn't owned by Province. However, It is one of the flagship program in governance sector. In the coming days MoFAGA should consultation with provincial authority to smoothly implement the programme at provincial and local level. The objectives, outcomes, outputs with activities implemented by PLGSP at provincial level found innovative and satisfactory. At the mean time Ram Prasad Pandey Secretary/PPD briefed about IPF fund and its implementing mechanism based on its guideline prepared by MoFAGA. In Lumbini Province the 8 projects has been implementing since last year and now we are approving 2 projects for the running FY 2022/2023. The IPF guideline has provisioning for getting final approval from PCC meeting which is mandatory. Therefore, he requested to the PCC members to approval the two proposal, which were submitted by the Ruru Chettra RMC-Gulmi and Bijaya Nagar RMC-Kapilvastu.

At the end of the meeting, Honorable Chief Minister Lila Giri enlightened that the activities found very much innovative and supportive to the governance sectors. He stressed that the planned activities should be innovative. We are entering new innovative knowledge. He requested to make plan to strengthen the capacity of both elected representatives and staffs of both province and local level as well as activities should covered the new generation. In the new situation, we face some challenges so we should prepare to face them. The selection process of the LGs proposal is based on the criteria set in the IPF guideline. Base on that the TA team has prepared the scored mentioned in the guideline. Finally, the Ruru Chettra RMC Gulmi and Bijaya Nagar RMC Kapilvastu has got high scored among others LGs.

### **Main decisions of the meetings, interactions and discussions**

The implementation duration of such huge project is not enough. So it is big challenge to accomplished all activities in time. The support from OCMCM/PPIU should be continue and frequently. The selected LGs like Ruru Chettra Rural MC-Gulmi district and Bijayanagar RMC-Kapilvastu should be made achievable plan with exact time table for accomplished all targeted activities. Finally, the meeting decided to selected two LGs which are as follows

१.	रुरु क्षेत्र गाउँ पालिका	गुल्मी	सूचना प्रविधि मार्फत आर्थिक सामाजिक विकास
२ .	विजयनगर गाउँ पालिका	कपिलवस्तु	समावेशी आर्थिक विकासको लागि पोखरीहरुको व्यवस्थापन कार्यक्रम

### **PCC 2nd meeting**

The second meeting of Provincial Coordination Committee (PCC) was organized on 14 June 2023 (32 Jestha 2080) at Everland hotel Bhalubang, Dang. A total 20 participants included 13 PCC members were participated representing from the OCMCM, secretaries from provincial line ministries, Mayor, Deputy Mayor, Chair persons and Vice Chair persons from Municipalities, Rural Municipalities and ED, PLGSP TA team of PPIU, PCGG. Mr. Yam Kanta Pandey Under Secretary/PPM requested to newly appointed Honorable Chief Minister Dilli Bahadur Chaudhari to chair the meeting and requested to acting principal secretary to take seat. He welcomed to all the participants in the meeting. Mr. Pandey spelled out some agendas to be discussed in the PLGSP. Mr. Pandey presented the overall achievements of the PLGSP (PPIU, PCGG) programme till date and explored lessons, experience, issues and challenges during the programme implementation. Similarly, He presented the Provincial Annual Strategic Implementation Plan remaining activities to accomplish (P-ASIP) for FY 2022/2023. He also presented the PASIP of PLGSP of FY 2023/2024.



PPM presenting PLGSP progress at PCC meeting

### **Objectives of the meeting**

- To present the progress of PLGSP (PPIU, PCGG) till date and share the learnings, best practice, challenges and measure adapted to overcome the challenges and issues.
- To approve the PASIP of FY 2023/024 of PLGSP Lumbini Province.
- To get consent to amend some activities of IPF on requested by some LGs.

PCC members Bhupendr Buda, Gita Acharya, Prakash Bista, Mausami Thapa Magar, Sita Acharya put their views in the meeting. They suggested to the selection process of LGs should be orient and making transparency of the IPF programme in the coming days.

Provincial Planning Chief Nahakul KC said that the LDTA is old structure and we should change in the new modality. We can replicate the example of Haidarabad India. How to make image building of Lumbini Province is the burning issues. So we should consult the development champion to make development model.

Speaking in the meeting acting principal secretary Suman Ghimire said that, PLGSP programme has designated its outputs so it is difficult to change the PASIP activities in FY 2023/024. GESI, IT, PFM, Law formulation, CD plan, Periodic Plan, LISA, FRRAP, RIAP are the major thematic areas which are found innovative and encouraging. Likewise, vertical cooperation, capacity development of LGs and provincial found essence of PLGSP. PLGSP coverage at all local level. So it needs to focus capacity development trainings like PFM, Governance, GESI etc. At the end of speech Mr. Ghimire requested to Chief Minister to put his views in the meeting.

At the moment, Honorable Chief Minister Dilli Bahadur Chaudhari enlightened that the activities found very much innovative and supportive to the governance sectors. But the programme has been designated from the federal views not the province requirements. At the present contest province need technical support so we expect form PLGSP support in different thematic areas. How to sustain the LDTA is questioned. It is old organization. PLGSP programme completed so many training and capacity development activities. But how to measure the results. We are planning to review all eighties Law made by provincial government in the past. Those law which are suitable in the present contest or not. We have plan to collaborate to the LGs for resource generation as well as branding to local resource for example Saligram of Kaligandaki river, locally made handicrafts and food materials.

### **Main decisions of the meetings**

1. In the meeting the progress of PLGSP FY 2022/023 (PPIU, PCGG) has been presented.
2. The meeting endorsed the PASIP of FY 2023/024 of Lumbini Province.
3. For effective implementation of the IPF programme the meeting decided to change some activities requested by LGs mentioned in scheduled-2.

### **Activity 5.10: SDGs Localization Guideline printing and dissemination.**

The activities is not completed.

### **Activity 5.15: Conduct capacity building training on GESI/ GRB for GESI civil servants/GESI focal person of PGs.**

OCMCM/PLGSP/PPIU Lumbini Province organized three days residential capacity building training on GESI/GRB at Hotel Bodhi Red Sun Bhairahawa on 21-23 Dec 2022 (6-8 Paush 2079). Total 43 participants were participated. However the trainees were only 32 included 27 male and 5 female (Dalit-1, Janajati-3, Muslim-0, Madeshi-1, B/C-27) from provincial ministries, Deartment and Offices. The main objectives of the training were to orient on GESI mainstreaming on their working place as well as concept of GRB. Participants (GESI focal persons) able to implement the GESI related activities in their concern ministries/offices. PLGSP has given high priority and it is one of the major thematic are of the programme. So, it is necessary to strengthen the capacity of provincial ministries/departments/offices on GESI mainstreaming and GRB related concept, knowledge, principle and practice. This is the second time such types of training organizing by the PLGSP program at the province level. In the training programme the major course contents were concept of Gender, role, historical background, division of

labor, equity vs equality, Gender strategy, Gender related terminology, women violence, differentially abled, international convention on women, children, Beijing declaration. Similarly, Nepalese constitution on GESI and Policy 2077, SDG and GESI mainstreaming, GESI friendly workplace, GESI responsible budget, Provincial government programme, policy and inclusive strategy, opportunity and challenges and role of Gender Focal Persons, and GESI mainstreaming action point by the participants were the major sub-topics of the training. In the GRB sectors understanding the GRB process and its steps for making the clarity among participants. Conceptual clarity on GESI Audit, GESI mainstreaming (What and why), GESI friendly working environment, and role of GESI focal person. To identify the strength, weaknesses, opportunities, and threats on GESI Responsive planning, Budgeting, Monitoring and evaluation.



Principal Secretary hosted the chief guest of the GESI/GRB training

In the beginning of the programme Ram Prasad Pandey Secretary/PPD Chaired the session and Dr. Deepak Kafle Principal Secretary, OCMCM was the chief guest. The resource persons were Sharada Belbase Chief Women Development Officer, Surya Neupane, and Nar Maya Sunar GESI Expert were the facilitators of the training. The expected outcome of the training where participants understand the GESI mainstreaming and GRB concept and are able to implement GESI activities in their respective ministry/offices. Finally, the main aim of the training was to establish the GESI friendly activities in Lumbini province.

At the end of the training, Principal Secretary, PPD, PPM put their closing remarks and suggested to participants to make their Office as gender friendly environment and in the planning phase all officials always keep in minds in GESI responsive budgeting. The participants also put their views in the closing session.

**The participant's list is mentioned in the below table.**

Sn	Name of Participants	Designation	Remarks
1	Dr. Deepak Kafle	Principal Secretary	
2	Ram Prashad Pandey	Secretary	PPD
3	Yam Kanta Pandey	Under Secretary	PPM
4	Narayan Aryal	Officer 7th	FP
5	Shankar Paudel	Assistant 5th	OCMCM
6	Tara Gyanwali	Under Secretary	PPSC
7	Prem Prashad Acharya	Under Secretary	MoFC
8	Dol Raj Bohara	Assistant 5th	PPC
9	Narayan Prashad Gautam	Officer 8th	MoES
10	Pratigya Acharya	Account Assistant	MoES
11	Khageshwar Ghimire	Officer	MoTRTD
12	Dhanishwar Pokharel	Officer 8th	MoWCSC
13	Anuj Bashyal	Account Assistant	MoPPD
14	Balkrishna Gaire	Officer 8th	MoICS



15	Nar Maya Sunar	GESI Expert	PLGSP/PCGG
16	Lekhnath Aryal	Office 6th	MoICS
17	Bhumishwor Dhakal	Officer 8th	MoPPD
18	Pashupati Gynwali	Section Officer	OCMCM
19	Kamala Gautam	Officer 8th	MoWCSC
20	Ruka Bhattarai	Section Officer	MoLTM
21	Madhav Sharma	Officer 7th	MoIALC
22	Thakur Prashad Panta	Account Assistant	MoIALC
23	Nabin Shrestha	Account Officer	MoFC
24	Min Bahadur Gharti Magar	Account Officer	MoEWI
25	Keshav Raj Marashini	Assistant 5th	MoEWI
26	Suresh Chandra Acharya	Under Secretary	MoFE
27	Chandar Aryal	Account Officer	MoFE
28	Sharada Basyal Belbese	WDO	MoWCSC
29	Nilkantha Gautam	Program Coordinator	USAID/SSBH
30	Baiju Pasi		MIAC
31	Subas Yadav	GLE	
32	Satish Acharya	IPF Expert	
33	Raj Kumar Paudel	M&RE	
34	Milan Shrestha	IT & e-Gov Expert	
35	Chalitra Krishna Joshi	AFA	
36-43	Jogendra Chaudhari with	Driver, Office Assistant	

#### **Activity 5.18: GESI implementation guideline printing and dissemination.**

The activity is not completed

#### **Activity 5.25: Conduct Organization and Management study of PG.**

The OCMCM/PLGSP/PPIU Lumbini Province has been continuing put the activities since last year to conduct O&M survey and study of Provincial Ministries and entities. Series of meeting were organized at OCMCM with provincial ministries and decided to form a task force in each ministerial level to conduct O&M study. The provincial ministries and offices formed a task force and beginning the study work. The draft version of the document of O&M especially the no. of civil servants with their terms of references (ToR) also prepared. For giving the final shape, OCMCM has plan to present the cumulative draft version to the concern stakeholders for finalization. The study process also couldn't complete in the FY 2022/2023

### **Output 6: PGs manage provincial public administration functions more effectively**

#### **Activity 6.1: Strengthen IT based information management system in PGs through mobilization of IT network.**

##### **6.1.1 Personnel Information System (PIS) training for Province Ministries, Departments, Offices.**

## Background:

OCMCM/PLGSP/PPIU Lumbini Province organized 3 days of residential Personnel Information System (PIS) training to Provincial Ministries, Departments, Office at Hotel Evarland Bhlubang, Dang on 21-23 March 2023. The opening ceremony of PIS Training was chaired by Mr. Ram Prasad Pandey, Secretary, OCMCM Lumbini Province. Hon. Chief Minister, Mr. Lila Giri made his presence as chief guest in the opening ceremony. The first day of event was attended by secretaries and staffs working in administration sectors of ministries and offices of Lumbini province. Total 37 Officials including 36 males and 1 female (Dalit-1, Janajati-6., Madeshi-2, Muslim-0 B/C-28) from provincial ministries, departments, and Offices were participated. This is the first time such types of training organizing at the province level. The main objective of the training was to trained and familiarized the participants on PIS software and provide skills to be able to handle the software and capacitate to entry and manage the personnel database at province level.

The Opening session concluded with the remarks from the guest and chairperson. The opening session was followed by technical session of PIS. The technical sessions of training were facilitated by facilitators from Department of National Personnel Records (Civil). Participants from all ministries and provincial offices participate in technical hands-on exercise. The sessions include background, information and discussion of Personal Information Systems (PIS), Basic concept, technical information and discussion of PIS system, Technical orientation of the system and hands on exercise.



## Objectives

The main objective of the training was to deliver the following topics

- Conceptual clarity of PIS and provide skills to handle the software.
- Properly manage the provincial level database and kept the uptodate the personnel information system.
- To famalirize the software and How to operate the the system and knowint its security system for maintain the secrecy of the information.

To identify the strength, weaknesses of the PIS system and suggest to improve for its long term uses.

## Methodology

### Inaugural Session:

The opening ceremony of PIS Training was chaired by Mr. Ram Prasad Pandey, Secretary, OCMCM Lumbini Province. Hon. Chief Minister, Mr. Lila Giri made his presence as chief guest in the opening ceremony. The session was begun and power point presentation on the importance of the PIS its uses, handling system as well as data base security. The overall training content were powerpoint presentation and individual practice. The handouts and teaching materials were distributed. Since the second and thired day the session more focused in practice of data handling and entry into the software.

### The major decisions were as follows.

- Further coordination and follow up will be done with province government/offices in the days to come to.



- Action points prepared by the participants will be followed up regularly and supported to implement.
- The senior level officials should be continue supervise the database updating.
- A short term refresher training should be organized after six month.

Participants found satisfied in the training and they put some quarries further clarity to their knowledge regarding PIS. They gained knowledge on how to operate the individual data regularly and update the information intact in the software.

### Key Decisions/Recommendation

- Further coordination and follow up will be done with province government/offices in the days to come to support GESI mainstreaming
- Action points prepared by the participants will be followed up regularly and supported to implement.
- The senior level officials should be monitoring to regularly data updating and functioning.

### 6.1.2 Orientation Training on Integrated Information Portal

OCMCM/PLGSP PPIU organized one day orientation training on LGs level Integrated Information Portal to Provincial ministries, Offices. The activities was approved in PASIP of FY 2022/2023. The training was organized on 14 May 2023 (31 Baisak, 2080) in Hotel Lumbini Palace Resort Rupendhei. A total 15 participants including provincial ministries and Offices staffs were participated. The main objectives of the training were to utilize the all LGs level overall information and details of Lumbini Province in short period of time. How to process the required data and information and software handling methodology was also the major objectives of the training.

At the inaugural session Mr. Ram Prashad Pandey secretary/PPD chaired the training. For delivering the welcome speech Mr. Yam Kanta Pandey Under Secretary/PPM of PLGSP/PPIU welcomed to all the participants and mentioned the objectives of organizing this orientation training. He said that PLGSP programme focused the enhancement of the capacity of the province ministries and offices especially for efficient service delivery. He focused to the importance of provincial level data and information for development sectors. The proper utilization of all LGs database will support to make effective the provincial level service delivery systems.

Ram Prashad Pandey secretary/PPD said that the training will fill the gap between provincial and local government in information sharing and data management sectors. The training provide the skills and knowledge regarding handling the information and data with the help of computer software. It is expected that the participants will be participated actively and fulfill the objectives of the training. He stressed that the participants will be able to handle the software and meet the provincial requirements of the information sharing in time. The following topics were shared and facilitated in the training.



*PPD addressing the importance of IIP at province level*

<b>Part 1: Integrated Information Portal Introduction and Overview</b>			
9:30 - 11:00	Introduction and Overview	- Data Collection methodology - Datasets and categories - Advance Search and LG in Glance Section	<b>Er. Milan Shrestha</b> IT & e-Governance Expert
<b>Part 2: Communication Portal Overview and administration</b>			
11:00 - 1:00	Overview and Administration	- System login, office and user creation - Information type and custom form creation - Information collection	... (External)

### **Main observations and findings:**

- Milan Shrestha IT & e-Governance Expert facilitated the training and other TA team supported to him to make training more effective.
- A total 15 participants were participated in the training. All participants were found very much enthusiasm to handle the software.
- Participants said that, such types of practical and need base activities should be selected in the coming days.

Participants realized that the training will fill the gap between LGs and provincial ministries in the information sharing and data base management.

### **Issues and problems observed**

- Database management advance level training is required for provincial ministries and Offices.
- The duration of the training is short. It needs 2 days. Participants said that the limitation of the training duration hampered to get practice in computer.
- Laptop of each participants should be necessary.

### **Main decisions of the meetings, interactions and discussions**

- The advance level database software handling training will be organize in next FY of PLGSP 2023/2024
- Focused the need base practical training and orientation.

To share the lessons, experience of handling the software and processing of the database a refresher training of Integrated Information Portal of LG will be organizing in coming days

### **Participants of the training**

Sn.	Name	Designation	Office
1	Rajendra Thapa	Act Principal Secretary/Legal	OCMCM
2	Ram Prasad Pandey	Secretary/PPD	OCMCM
3	Yam Kanta Pandey	Under Secretary/PPM	OCMCM
4	Tek Raj Bhattarai	Section Officer	OCMCM
5	Yunyan Dhakal	Agriculture/Finance Expert	MoALM
6	Bijaya Pokharel	Ma.Sa	Province Assemble
7	Shiva Sigdel	Facilitator	Matrix Soft pvt. ltd
8	Dol Maya Saru	Computer Officer	MoALM
9	Runjata Dhakal	Computer Officer	PPC

10	Laxman Pr Gyanwali	Section Officer	MoSD
11	Tulsi Ram Paudel	Section Officer	MoIALC
12	Babu Ram Panthi	Officer 7th	PPC
13	Bed Pr. Subedi	Computer Officer	MoEA
14	Sagar Paudel	Farmacy Officer	MoH
15	Shankar Paudyal	Assistant 5th	OCMCM
16	Kishor K. Chaudhari	Computer Officer	OCMCM
17	Subas Yadav	GLE/TL	PLGSP/PPIU
18	Raj Kumar Paudel	M&RE	PLGSP/PPIU
19	Milan Shrestha	IT & e-Governance Expert	PLGSP/PPIU
20	Satish Acharya	IPF Expert	PLGSP/PPIU
21	Anil Khanal	Office Helper	OCMCM
22	Dilli Narayan Pandey	Driver	OCMCM
23	Jogendra Chaudhari	Driver	PLGSP/PPIU

#### Activity 6.1 Upgrade Audit Arrear Software for full implementation

It was decided that the PCU upgrade the Audit Arrear Software and provide the provincial government for implementation. The software isn't provide as yet so the activity is not implementing till date.

#### Activity 6.15: Develop internal control system guideline of PG.

To make the service delivery system effective, transparent, maintained the rule of law and accountability the internal control system is a innoviative tool. The primary purpose of development of internal controls system is to help safeguard an organization as well as guide to the officials to proper manage the office property. Internal controls function to minimize risks and protect assets, ensure accuracy of records, promote operational efficiency, and encourage adherence to policies, rules, regulations, and laws. Similarly, to make public service delivery smoother and ensure optimum utilization of public resource, which also ensures for the best value for money, reducing fiduciary risk in the implementation of activities also the main aim of the guideline. Realizing the fact, OCMCM/PLGSP formed a task force with the leadership of Secretary of Governance Reform Division of OCMCM. The task force prepared the draft guideline of international control system and submitted to OCMCM for endorsement. Before finalize the guideline series of meeting, discussion, and consultation were organized for making the guideline more instrumental.

**Activity 6.19: Strengthen local governance through mobilization of volunteers (Volunteer mobilization for LG sectoral governance strengthening, service delivery and economic development).**

It was felt that the deficiency of civil servant at province and local level since long time. The central government has not fulfilled the vacant position in province as well as local level which effected the day-to-day service delivery of the both governments. People are raising question on province and local governments performance. So that, strengthen the local governance programme at PGs and LGs level the OCMCM/PLGSP/PPIU planned in FY 2022/2023 to mobilize the volunteer for LGs sectoral governance strengthening, service delivery and economic development. For the newly process of hiring for FY 2022/2023 series of meetings with OCMCM and concern ministries on the activity has been completed. To make a guideline to setup the selection criteria on hiring the volunteers a task force of ministerial level has been formulated. The task force prepared guideline and approved by OCMCM. Based on the guideline, the examination has been conducted and completed the hiring process. Total 8 volunteers were hired where 5 persons for ICT and 3 for Legal sectors. The number of male-5 and female-3. The total budget for the programme is NRs 2.5 millions for salaries and necessary arrangements.

**The details of the selected volunteers given in the table.**

SN	Full Name	Organization	Designation	Sex	Social Inclusion	Responsible Ministry
1	Aashish Aryal	OCMCM, Lumbini Province	IT Officer	M	BC	MoLE
2	Dickson Chaudhary	OCMCM, Lumbini Province	IT Officer	M	Janjati	MoHP
3	Monika Neupane	OCMCM, Lumbini Province	IT Officer	F	BC	OCMCM
4	Prakash Bhandari	OCMCM, Lumbini Province	IT Officer	M	BC	OCMCM
5	Prasant Pandey	OCMCM, Lumbini Province	IT Officer	M	BC	MoIAL
6	Bhakti Narayan Mishra	OCMCM, Lumbini Province	Legal Officer	M	Madeshi	MoWCS
7	Srijana Kafle	OCMCM, Lumbini Province	Legal Officer	F	BC	OCMCM
8	Bidhya Ghimire	OCMCM, Lumbini Province	Legal Officer	F	BC	OCMCM

**6.19.1 Strengthen the capacity of volunteers**

**Organized Law formulation and Public Procurement training to PGs level (Volunteers & Ministries Officials).**

The OCMCM/PLGSP organized three days law formulation and public procurement training to the government officials of provincial ministers and Offices and volunteers on 06-08 Dec, 2022 at Hotel Lumbini Palace, Chhapaiya, Rupandehi, with aims to provide law formulation process and methods with comprehensive technical and empirical knowledge regarding public procurements. The programme also expected to make aware on the economy, transparency, efficiency, effectiveness, fairness, integrity, open/wider competition in the public procurements and optimum use of public resources.



Secretary/PPD addressing to the participants at inaugural session of Law formulation and Public Procure Training

Main objective of this programme is as follows:

1. To enhance knowledge and skills of the government officials for the public procurements,
2. To make aware about economy, transparency, fairness, integrity and open competition in the public procurements,
3. To deliver knowledge and skills for the optimum use of public resources,
4. To develop capacity of the related staffs to procure goods, services, consultancy and others as required which helps to implement annual plan and budget of the respective offices.
5. To make aware regarding compliances of procurement and ensuring for value for money
6. To provide technical knowledge for the bid document preparation, cost estimate, specification preparation and evaluation of the bid,
7. To provide knowledge on the practical problem and complex issues in the procurement with examples,
8. To acknowledge and update on the public procurement act and regulation.

In the 1<sup>st</sup> day of the programme, Ram Prashad Pandey secretary/PPD chaired the inaugural session. Mr. Rajendra Thapa, act. Principal secretary of OCMCM/Province Government was the chief guest inaugurated to watering the plant. Mr. Bhakti Ram Ghimire, Under Secretary of OCMCM and PPM of PLGSP also present in the program. Welcome speech was delivered by Mr. Subas Yadav GLE/TL, PLGSP/PPIU. During the inaugural session chief guest Rajendra Thapa put some remarks and focused to the overall importance of law formulation process and methods. The concerned ministries lead the need and making the draft plan and intensively discuss with concern stakeholders and finally submit to the OCMCM. Similarly, Mr. Ram Prashad Sharma Secretary/PPD concluded the opeaning remarks and welcomed the participants and wished to success the program and expect meaningful participation of the participants.

The major course contents of the training were Law formulation principle, process, methodology adapted by the provincial government. The number of law made by Lumbini Province, of public procurement process including cycle, plan, provision of public procurement unit, stage of PP, specification, rate analysis, preparation of cost estimate, quality control, procedure of procurement. Similarly, tender, seal bid, involvement of Ugs, NGOs, purchase bid, pre-bid meeting, characteristics, withdraw/modification, preparation of bid, qualification criteria, schedule of requirements, evaluation criteria, condition of contract (GCC, SCC), preparation of ToR, cost estimate, selection method, preparation of EOI, RFP, short listing process examination and evaluation for EOI, RFP, Evaluation



report preparation. Similarly, Bid examination details, General concept of Tax, its mobilization, payment, time extension etc. Bid management and agreement steps and ToR, electronic procurement process and fiscal procedure and responsibility, introduction with general information of PAN, TDS, VAT, E-TDS were the major thematic subjects of the trainings. Participants found very much enthusiasms and well appreciated of the training.

There was active participation from the various ministries and offices as well as volunteers. Total 30 participants among them the trainees were 25. The Male no-22, Female-3. The no of Dalits-0, Janjatis-3, Madheshi-2, Muslim-0, Brahman/Chhetri-20. In the training, the sessions were facilitated by highly experienced and well-trained resource persons named Mr. Ram Chandra Sharma, Head of District Treasury Comptroller Office, Banke, Mr. Deepak Gyawali, Head of Province Treasury Comptroller Office, Lumbini province.

In the 1st day, of the programme Rajendra Thapa, Act. Principal Secretary/Constitutional Affairs and Law OCMCM took sessions. In his sessions, present status of provincial level law making and implementation process, challenges and issues in the formulation of Law and opportunity in province level and their way forward were the major topics of the presentation.

### **Closing session**

The participants expressed that the sessions were well captured important topics and issues in the procurement management cycle. They also said that, last session related to TDS and VAT focusing on the practical problems and issues were also very fruitful. Programme was interactive and real issues base. Resource Persons were delivered a theoretical as well as practical knowledge and skills with high confidence and put instances on the basis of current and past experiences. Ram Prasad Pandey, secretary/PPD of PLGSP chaired the closing session. PPD thanked to all participants and resource persons insisting that the learning shall be reflected in the workplace.

### **Name of Participants**

<b>Sn.</b>	<b>Name</b>	<b>Designation</b>	<b>Office</b>	<b>Phone No.</b>
1	Rajendra Thapa	Act Principal Secretary/Legal	OCMCM	
2	Ram Prasad Pandey	Secretary/PPD	OCMCM	
3	Yam Kanta Pandey	Under Secretary/PPM	OCMCM	
4	Bhavishwor Ghimire	Under Secretary	OCMCM	
5	Subas Yadav	GLE/TL	PLGSP/PPIU	
6	Raj Kumar Paudel	M&RE	PLGSP/PPIU	
7	Milan Shrestha	IT & e-Governance Expert	PLGSP/PPIU	
8	Satish Acharya	IPF Expert	PLGSP/PPIU	
9	Ruka Bhattarai	Section Officer	Mo LTM	
10	Bidhya Ghimire	Legal Officer	OCMCM	Law Volunteer
11	Ramesh Marasini	Officer 6th	MoPPD	
12	Janak Raj Khanal	Officer 5th	MoFC	
13	Prakash Gyanwali	Hydro Geologist	MoEWI	
14	Babu Ram Gyanwali	Officer 6th	MoICS	
15	Bikash Gautam	Assistant 5th	MoFE	



16	Krishna Chandra Giri	Technical Assistant 5th	MoWCS	
17	Bhakti Narayan Mishra	Legal Officer	MoWCS	Law Volunteer
18	Dikshon Chaudhari	IT Officer	MoH	
19	Prashanta Pandey	IT Officer	MoIALC	
20	Madhav Sharma	Officer 7th	MoIALC	
21	Puspa Raj Pandey	Officer 7th	OCMCM	
22	Shankar Paudyal	Assistant 5th	OCMCM	
23	Kishor K. Chaudhari	Computer Officer	OCMCM	
24	Prakash Bhandari	IT Officer	OCMCM	
25	Shrijana Kafle	Legal Officer	OCMCM	
26	Anil Khanal	Office Helper	OCMCM	
27	Dilli Narayan Pandey	Driver	OCMCM	
28	Krit Bhandari	Driver	OCMCM	
29	Chandra Bahadur KC	Driver	OCMCM	
30	Jogendra Chaudhari	Driver	PLGSP/PPIU	

#### Activity 6.22: Organize orientation training on Fiduciary Risk Assessment (FRA) online system for PGs.

Strengthening PFM is crucial for addressing the financial management sectors. Which includes full and transparent reporting on public expenditures, revenues and debt; medium-term fiscal and budget frameworks; expenditure commitment controls; surveillance and management of fiscal risks; and appropriate accountability mechanisms. It also includes program-monitoring frameworks that help to measure that public spending delivers expected outputs and outcomes. Such improvements in PFM contribute to better governance by improving the efficiency and effectiveness of public expenditure, and increasing the potential for economic growth, improvements in service delivery and poverty reduction. Various public institutions are functional at the provincial and local level. Such institutions are committed for the smooth public service delivery and optimum use of public resources by maintaining accountability, transparency, economy and efficiency, but due to lack of technical expertise and non-compliance in the public financial management system, audit arrear of the provincial and local government is increasing in compare to the previous years. In order to make public service delivery smoother and ensure optimum utilization of public resource which also ensures for the best value for money, reducing fiduciary risk in the implementation of activities.



Act. Principal Secretary inaugurated the training program

On 11-12 July 2023, (26-27 Ashad 2080) Office of the Chief Minister and Council of Ministers, Provincial and Local Governance Support Programme, Provincial Programme Implementation Unit (PPIU), Lumbini Province organized two days orientation program on Fiduciary Risk Reduction Assessment Online System for Provincial Ministries/Departments/Offices at Hotel Green Lumbini Siddhartha Lamahi Dang. There were 40 participants; among which male-37, female-3. In overall participants Dalit-1, Janjati-6, Madhesi-2 and Brahman/Chhetri-31 were represented from respective sections of Provincial Ministries and Offices.

The main objective of this orientation program is to provide information about the Lumbini Province Financial Governance Risk Assessment Procedure, 2078. Orientation of FRRRA online system prepared by federal government to the officials of federal government to fairly maintain the financial transaction was also the main objectives of the programme.



Training Participants of the FRRRA online system

- Based on the indicators, the actual financial risk situation of the state government was informed and helped to maintain financial governance.
- Fiduciary Risk Reduction Action Plan of the state government will be formulated and implemented.
- Improving the overall public financial management cycle of the provincial government and
- The provincial government audit arrear will be reduced.

In the inaugural programme, Mr. Suman Ghimire, Principal Secretary/PPD, OCMCM chaired the session and chief guest was Mr. Kedar Nath Sharma Secretary of Ministry of Economic Affair and Deepak Gynwali province Treasure Comptroller was the guest. In their welcome speech Under Secretary Bhabishor Ghimire said that, the local government has been regularly working in the subject and it is not new task. The provincial government also planning to install the FRRAP software in all Offices. So the the provincial government has approved the FRRAP procedure. He said that the objective of the orientation training was to orient the FRRAP software to the provincial Ministries/Departments/Offices to maintain the financial system strictly. Based on the 5 thematic areas with indicators of the FRRAP guideline the software was prepared by federal government and provided to implement in the province level. How to apply the indicators in the software is the main theme of the training. He requested to facilitators to give more time in the practical session and less in theory. Mr Ghimire requested to the participants for their active participation in the training programme. In the inaugural session secretary of Economic Affairs and Chief of the Provincial Comptroller Office also put their views and greet to success the training program and expect the utilize the knowledge and skills learn from this important training program. Acting Principal Secretary Suman Ghimire said that the we are managing the public property so how to effectively manage the property to minimize the any type of risk and blame. We have developed many policy act, rule and regulation regarding the public financial management but the result is not satisfactory. We work on more process not consider to the results so how to reduce the procedure and make work more effectively and efficiently. I expect the training will help to properly maintain the public financial transaction and reduce the fiduciary risk. Tek Raj Bhattra Section Officer/Focal Person of PPIU was announcer of the session.

### **Training Facilitators**

The facilitators were Acting Principal Secretary Suman Ghimire OCMCM, Deepak Gynwali Chief of PTCO, Bhabishor Ghimire Under Secretary/PPM OCMCM, Tek Raj Bhattarai Section Officer/FP PPIU OCMCM, Milan Shrestha IT and e-Governance Expert PPIU and Nishan Bashnet from the software company.

### **The main topics of the session were as follows**

- FRRAP (Fiduciary Risk Reduction Assessment Procedure) 2078 orientation with 5 thematic areas and their indicators.
- Areas of evaluation, level and indicator
- Level of evaluation indicators and weighting
- Indicators Assessment of the Ministry's Financial Governance Accountability
- Role of the Ministries
- Indicators of integrated accounting assessment of fiscal governance of the province, Role of Office of Chief Minister and Cabint, Create a group of relevant ministries and create a score of indicators, Group presentation, Introduction to the system, Evaluation stage and process, Reporting process
- Report analysis, Development of an evaluation action plan, Presentation of evaluation action plan

### **Conclusion**

Yam Bahadur Kunwar Under Secretary of the Ministry of Internal Affairs, Law and Cooperatives said that this training program is very important and it will manage the financial operations of our province as well as manage the people's property so that trust should be maintained. He said that political commitment is needed from the politician and the employees. Similarly, Gunanidhi Pokhrel, the deputy secretary of the Ministry of Water, Rural and Urban Development, said that this program is very important and if it can be implemented, it will be effective, but the ministry should feel responsible. In this way, Deepak Gyanwali chief of Provincial Treasury Comptroller said that the procedure was approved last year and its online implementation will be commence after completion of the training. First, let us go into its practice and we will know where to improve it and accordingly it will be improved. At the end of the closing remarks, Under-Secretary and Provincial Program Manager of PLGSP Bhabishor Ghimire has said that we discussed it in depth and made its own assessment. By using it, one can know where the province government is in FRRA. The efforts will be made to reduce the risk of financial governance and promote good governance. At the end of his speech, he announced the completion of the training program.

### **Participants of the training**

Sn.	Name of Participants	Designation	Office
1	Guna Nidhi Pokharel	Division Chief	MoDRUD
2	Arjun Prashad Dhakal	Public Health Officer	MoH
3	Kumar Gurung	IT System Engineer	ICTP
4	Yeshwora Acharya	Officer	Department of Animal and Fishery Development
5	Nandes Dhital	Multi year Crop Dev. Officer	MoALM
6	Dilli Raj Paudel	Agriculture Officer	Agriculture Dev, Directorate
7	Ram Krishna Kandel	Engineer	MoITTM
8	Thaneshwor Gyanali	U Assistant	MoSD
9	Khameshwar Ghimire	Account Officer	MoDRUD
10	Indu Basel	Assistant Attorney General	CoAG
11	Chandan Aryal	Account Officer	MoFE
12	Madhan Mohan Sandilya	AFO	MoFE
13	Mahendra Prakash Bhusal	Account Officer	PPC
14	Dol Raj Bohara	Assistant Fifth	PPC
15	Yam Bahadru Kunwar	Under Secretary	MoEALC
16	Radha Neupane	Assistant Fifth	MoEALC
17	Sampada Bhandari	Assistant Fifth	MoEALC
18	Nabin Shrestha	Account Officer	MOEA
19	Min Bahadur Gharti Magar	Account Officer	MoPID
20	Suraj Kumar Sundas	Account Officer	MoALM
21	Sunil Nepali	Account Officer	MoH
22	Mohan Pandey	Officer Seven	MoEA
23	Laxman Ghimire	Officer Seven	PPIDA
24	Rom Nath Bhusal	Officer Sixth	MoPID
25	Janak Aryal	Officer Sixth	Forest Directorate
25	T.R. Panthi	Officer Sixth	PTCO
27	Nishan Bashnet		
28	Deepak Gynawli	PTC	PTCO
29	Bhabishor Ghimire	Under Secretary	OCMCM
30	Shankar Paudel	Assistant Fifth	OCMCM
31	Dinesh Singh Thakur	Account Officer	OCMCM
32	Ram Bahadur Khadga	Assistant Fifth	OCMCM
33	Tapasi Chaudhari	Account Controller	PATCO
34	Ram Prashad Ghimire	Section Officer	MoITTM
35	Tek Raj Bhattarai	Section Officer	OCMCM
36	Kishor Chaudhari	Section Officer	OCMCM
37	Satish Acharya	IPF Expert	OCMCM/PLGSP/PPIU
38	Milan Shrestha	IT & e-Governance Expert	OCMCM/PLGSP/PPIU

39	Chalitra Joshi	AFA	OCMCM/PLGSP/PPIU
40	Raj Kumar Paudel	M&RE	OCMCM/PLGSP/PPIU

### Activity 6.30: Organize consultations/interactions workshop at PG (with province and local government)

#### Sub Activity: 6.30.1 Provincial Ministries Secretary level interaction workshop for PLGSP/PPIU/PTA-PCGG progress review of FY 2020/2021 and sharing P-ASIP of FY 2021/2022 of Lumbini Province

##### First qtr. review workshop of FY 2022/023

First qtr. review workshop of FY 2022/023 with the involvement of OCMCM/PPIU, PCGG was organized on 3-4 November 2022 (17-18 Kartik, 2078) in Hotel Siddhartha Lumbini Green Resort Kapilvastu. A total 24 participants (one Female) including Principal Secretary, Secretary/PPD, PPM, FP, ED PCGG and PPIU TA team. This workshop focused on the sharing of key achievements of last and current fiscal year' progress including challenges, lesson learned, good practices and further way forward to overcome those issues to achieve best result.



1<sup>st</sup> qtr. Review workshop at Kapilvastu on 3-4 November, 2022

Dr. Deepak Kafle Principal sectary chaired as chief guest and Ram Prashad Pandey secretary/PPD chaired the session. Yam Kanta Pandey, Under Secretary/Province Program Manager of PLGSP/PPIU welcomed to all the participants and mentioned the objectives of organizing workshop He focused the present contest of the PLGSP programme and how to complete the remaining activities should be the major target of the team.

Kaman Singh Thapa Magar Under Secretary/ED presented, the overall progress of 2078/079 and 1<sup>st</sup> qtr. progress of FY 2079/080 and also highlighted the strategy and timeframe of remaining programme. Similarly, Subas Yadav Governance cum Legal Expert presented the last year progress with 1st qtr.



Progress of FY 2079/080 and also highlighted the remaining activities of PPIU. During the presentation, some quarries and suggestion from the participants were noted and discussed. During the review workshop both PPIU and PCGG made trimester wise time plan of each activities and presented.

Finally, PPD concluded the workshop and thanked to all participants for their active participation and assisted to make more fruitful of the PLGSP PPIU/PCGG review and PASIP sharing workshop in short period of time.

### Participants list of the review workshop

Sn	Name of Participants	Designation	Remarks
<b>Office of the Chief Minister Council of Ministers (OCMCM)</b>			
1	Dr. Deepak Kafle	Principal Secretary	
2	Ram Prashad Pandey	Secretary	PPD
3	Yam Kanta Pandey	Under Secretary	PPM
4	Narayan Aryal	Officer 7th	FP
5	Dila Ram Bhandari	Officer 6th	
6	Shankar Paudel	Assistant 5th	
7	Balabhadra Chaudhari	Computer Operator	
8	Dilli Narayan Pandey	Driver	
9	Krishna Bahadur Bhandari	Driver	
10	Dol Raj Pandey	Driver	
11	Anil Khanal	Office Helper	
12	Madan Gaire	Security	
<b>Provincial Center For Good Governance</b>			
13	Kaman Singh Thapa Magar	Executive Director	
14	Bala Ram Sharma	CD Expert	
15	Nar Maya Sunar	GESI Expert	
16	Krishna Bahadur Bista	Office 6th	
17	Dhani Ram Chaudhari	Office Assistant	
18	Sikhar Roka Magar	Driver	
<b>Provincial Programme Implementation Unit (PPIU)</b>			
19	Subas Yadav	GLE	
20	Satish Acharya	IPF Expert	
21	Raj Kumar Paudel	M&RE	
22	Milan Shrestha	IT & e-Gov Expert	
23	Chalitra Krishna Joshi	AFA	
24	Jogendra Chaudhari	Driver	

**Sub Activity: 6.30.2 Third qtr. progress review of FY 2022/2023 and sharing P-ASIP of FY 2023/2024 of Lumbini Province**



Third qtr. review workshop of FY 2022/023 was organized on 12-13 May 2023 (29-30 Baisak, 2080) in Hotel Lumbini Palace Resort Rupendhei. A total 14 participants including Secretary/PPD, PPM, FP, PPIU TA team were participated. This workshop focused on the sharing of key achievements of last two qtrs. including challenges, lesson learned, good practices and further way forward to overcome those issues to achieve best results.

Ram Prashad Pandey secretary/PPD chaired the workshop. Tek Raj Bhattarai focal person of PLGSP/PPIU welcomed to all the participants and mentioned the objectives of organizing workshop. He focused the present contest of the PLGSP programme and how to complete the remaining activities should be the major target of the team. Similarly, Mr. Bhattarai presented the overall progress of till date of FY 2079/080 and also highlighted the remaining activities of PPIU. During the presentation, some quarries and suggestion from the participants were noted and discussed. Thematic wise TA expert also presented the progress and lessons of the program implementation. During the review workshop TA team made time plan of each activities and presented the workshop for getting final approval.



### **Main observations and findings:**

- A total 14 participants were participated in the PLGSP review workshop. All participants were found very much enthusiasm to accomplish the PLGSP activities in time. They expressed that they are ready to support to the programme.
- Practical and need base activities should be selected in case PPIU for the coming days. PPD and PPM suggested to make plan for remaining activities for completion in time. It should be 100% achievements of the PLGSP programme in the running FY 2021/022.

### **Issues and problems observed**

- Law formulation and GESI audit should be forwarded early as possible.
- The time plan should be made to accomplish all remaining activities.
- IPF joint monitoring visit should be continuation.
- IPF final installment to be disbursed

### **Main decisions of the meetings, interactions and discussions**

- GESI programme of PPIU should be proceed immediately with the support of PTA-PCGG GESI Expert.
- Focused the need base practical training and orientation.

IPF monitoring visit was found very much fruit-full and visit should be continuation with the involvement of PPD, PPM, FP.

### **Participants of the Workshop**

S.No.	Name	Title
1.	Ram Prashad Pandey	Secretary/PPD OCMCM
2.	Tek Raj Bhattarai	FP PPIU
3.	Shankar Paudel	Fifth level
4.	Subas Yadav	Governance Cum Legal Expert
5.	Satish Acharya	IPF Expert
6.	Milan Shrestha	IT & e-Governance Expert
7.	Raj Kumar Paudel	M&RE
8	Dinesh Singh Thakur	Account Officer
9	Santosh Kumar Subedi	Officer Seven
10	Babu Ram Panthi	IT/Officer Seven
11	Bed Prashad Subedi	Computer Officer

#### **Sub Activity: 6.30.2 Provincial level coordination meeting with Development Partners.**

The Provincial Level Review Meeting with Development Partners was convened at DreamLand Gold Resort and Hotel in Lumbini Province. The meeting aimed to discuss the province's ongoing projects, assess the achievements of various sectors, identify challenges, and foster collaboration among the government and development partners. Honorable Chief Minister Dilli Bahadur Chaudhary led the meeting, and various high-level officials from the government and development partners were present.

#### **Participants:**

- Honorable Chief Minister Dilli Bahadur Chaudhary (Chair)
- Honorable Ministers: Dhan Bahadur Maski, Raju Khanal, Santosh Kumar Pandeya, Bhandari Lal Ahir, Chandrakesh Gupta, and Dharma Bahadur Chaudhary
- Vice President, Provincial Planning Commission, Dr. Nahakul KC
- Principal Secretary, Mr. Suman Ghimire
- Secretaries from various ministries
- Provincial heads of development partners of Lumbini Province
- Under Secretary, Mr. Bhabishor Ghimire (Meeting anchor)
- Staff from OCMCM and PLGSP TA team

#### **Opening Session:**

- Bhabesor Ghimire Under Secretary of OCMCM was announcer of the workshop. The meeting commenced with an introductory session, where all participants were welcomed and introduced. Mr. Suman Ghimire, the Principal Secretary, delivered the opening speech, urging development partners to present subject-oriented reports aligned with the meeting's objectives.



Participants of the DPs Meeting

#### **Presentation by Mr. Nahakul KC:**

- Mr. Nahakul KC, Vice-President of the Provincial Planning Commission, gave the first presentation. He highlighted that the province was in the process of preparing the second periodic plan and invited all development partners to actively participate in the planning and coordination process. Emphasis was placed on working collaboratively on large projects and formulating sector-wise plans for the upcoming five years to avoid working in isolation. The priority of the plans and policies was focused on generating mass employment, and technical expertise from development partners was sought in this endeavor.

#### **Presentation by Mr. Suman Ghimire Acting Principal Secretary:**

- Mr. Suman Ghimire presented an overview of the province's vision and current status in various sectors, identifying sectors with potential and opportunities. He discussed key issues and challenges in each sector and outlined the government's priorities. The focus was on addressing the economically inactive population and targeting untargeted groups. He emphasized evaluating the effectiveness of past interventions, policies, and plans using data to inform future actions. Development partners were encouraged to work on broader coverage, assist in government gaps, and evaluate ongoing interventions.

#### **Presentations by Development Partners:**

- Subsequently, 16 presentations were conducted by each development partner, where they showcased their ongoing projects and contributions in the province.

#### **Open Discussion Session:**

An open discussion session was initiated, allowing secretaries from various ministries, the chief of the provincial comptroller office of accounts, and the Finance Expert of OCMCM to share their remarks. The discussions revolved around prioritizing sector-wise projects, avoiding duplication of efforts, and enhancing collaboration to achieve common objectives.

#### **Demonstration of Karnali Project Information Management System:**

- Mr. Suman Ghimire briefly demonstrated the Karnali Project Information Management System, expressing the province's interest in adopting a similar system with relevant modifications. All participants were encouraged to explore this system for potential adoption.

### **Acknowledgment and Closing Remarks:**

- Mr. Suman Ghimire acknowledged the active participation of development partners and expressed optimism in future collaboration. Honorable Chief Minister Dilli Bahadur Chaudhary delivered the closing remarks, expressing gratitude to all development partners. He stressed the need for mutual collaboration to leverage resources and address shortcomings in social mobilization and technical support. He emphasized the province's aspiration to be the best among other provinces and called for unified efforts in making Lumbini a prominent brand through focused and impactful projects.
- The Provincial Level Review Meeting was successful in promoting cooperation and synergy among the government and development partners in Lumbini Province. The discussions and presentations facilitated a better understanding of ongoing projects and the province's development priorities. The meeting concluded with a shared commitment to align plans, policies, programs, and budgets to deliver impactful outcomes in the province.

### **Main decisions of the meetings, interactions, and discussions**

- Development partners agreed to actively participate in the planning and coordination process of the province's second periodic plan. They committed to working collaboratively on large projects and formulating sector-wise plans for the coming five years.
- The meeting collectively decided to prioritize projects and policies that aim to generate mass employment, recognizing the need to address the issue of unemployment in the province.
- There was a consensus on the importance of evaluating the effectiveness of past interventions, policies, and plans using data to inform future decision-making and improve project outcomes.

Both the government and development partners recognized the significance of social mobilization and agreed to enhance efforts to engage communities in development initiatives.

- The province expressed interest in adopting the Karnali Project Information Management System, and it was decided to explore the system with relevant modifications for use in Lumbini Province.
- It was decided that development partners would collaborate with the government to explore opportunities for sector-wise collaboration, avoiding scattered programs and fostering comprehensive development.
- Development partners pledged to support the government in identifying and reaching untargeted groups, ensuring inclusivity in development programs.
- Efforts would be made to streamline financial management, and development partners would provide support in this area to ensure efficient utilization of resources.
- The meeting emphasized the importance of achieving synergy among various ministries to enhance the effectiveness of development initiatives.
- Development partners agreed to actively participate in monitoring and evaluating project progress to ensure that interventions align with the province's vision and goals.
- The meeting emphasized the need for collaboration and coordination among different development partners to avoid duplication of efforts.
- The Chief Minister stressed the importance of focusing on projects that have a significant and transformational impact on entire villages.

- All participants agreed to align their plans, policies, program designs, budgets, and beneficiary selection criteria to ensure a unified approach to development in the province.
- The Chief Minister urged development partners to collaborate in making Lumbini Province a prominent brand through impactful and well-coordinated projects.

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## **Output 12: Innovative Partnership Fund (IPF) is operational and transparently supporting LGs**

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### **Activity 12.1: Organize orientations on Innovative Partnership Fund (IPF).-12**

#### **Activity 12.1.1 IPF annual progress review workshop-2021/2022**

OCMCM/PLGSP/PPIU organized 2-day IPF annual review workshop at hotel Mala Inn Dang on 17-18 August 2022. 8 LGs were invited included Chairperson/Mayor, Chief Administrative Officer, Account Officer, and Focal Person were the participants from each LGs. In addition, participation from the Provincial Programme Director (PPD), Provincial Programme Manager (PPM), PCC members, IPF technical committee members, OCMCM officials, and PLGSP TA team were also the participated. Total 64 persons, including 3 were female participants. In the 1st session of the workshop, Mr. Rajan KC, Focal person PPIU kicked off the IPF annual progress review workshop and requested to chair Mr. Narendra Kumar Rana, Secretary of OCMCM Lumbini/Provincial Programme Director by unveiling the digital banner of the program, and gave his brief opening comments. The welcome speech with objectives were delivered by Kaman Sing Thapa Magar Under secretary/PPM. In the workshop national anthem were chanting & participants introduction also accomplished.

In the 2nd session the program was commenced with the presentation session. In accordance with the stated form and time, one representative from each LG gave a presentation on the status of the IPF project's execution in that LG. Each presenter had a 20-minute presenting session, which was followed by a 10-minute discussion session. Several individuals asked questions, and concerns were debated in the open forum. The PPD, PPM, PCC members, IPF technical committee, and TA team provided important suggestions for improving the projects.

Participants presented about their project background, innovative aspects of the project, physical and financial progress in FY 2078/79, challenges/issues, learnings, way forward and their expectations from PLGSP and OCMCM. Following the LG presentation session, Mrs. Narmaya Sunar, a GESI expert with PCGG, gave a thorough presentation on the idea of GESI and provided some recommendations for how it may be included into these IPF initiatives at the local levels in the future. All PCC and IPF technical committee members spoke during the closing comments. The program's first day was then concluded by Mr. Narendra Kumar Rana's closing comments. He stressed the importance of the workshop program for local and provincial governments and urged better learning and significant program outcomes.





In the second day of the workshop the session was begin with discuss some of the specific agendas/issues, Mr. Narendra Kumar Rana convened the session with a small number of attendees. The main issues was to make the provision of the targeted activities in time.

Secretary/PPD addressing to the participants in IPF Annual Progress review workshop on 17-18 August, 2022

The Mayor/Chairperson and Chief Administrative Officer from each of the eight LGs, as well as PPM, PCC members, the PLGSP Focal Person, and an IPF Expert, attended the meeting called by PPD. The meeting's agenda was crystal clear: it covered the important topics of the unspent money in FY 2078/79 and its management or compensation in FY 2079/80 to carry out all the project's proposed activities. To start, PPD requested the Chairperson/Mayor and Chief Administrative Officer to comment on what the problems were with the unspent budget and how we could resolve them so that the project could proceed. All the LGs were listened to, and the issues were then written down and vigorously discussed in the meeting. It was determined that the LGs could still manage the unused funds on their own and that the IPF fund could contribute a share of the unused funds. Before releasing the budget for 2079/80, the TA team and PCC members will negotiate the percentage of the budget that the IPF will provide. Additionally, PPD stated that depending on the contract date, project budget total, and expenditures for FY 2078/79, the percentage of unspent budget that IPF will be required to reimburse will vary for various LGs.

At the conclusion of the meeting, Mr. Satish Acharya, an IPF expert, shared his thoughts on how to handle fund request letters and made suggestions for the creation of an annual procurement plan for IPF activities, fund request letters, and a budget allocation guarantee from the LG side for the upcoming fiscal year as part of their budget-sharing for the IPF project. He also asked LGs to prepare a detailed breakdown of the activities and the budget from their side that had been approved by the executive committee of LGs. He also suggested to work and coordinate together to think about amending some of the activities to make the project more innovative in coming days.

### **Closing remarks**

PPD expounded his final remarks and advised LGs to talk about the subject in their own LGs and get ready for other required documentation before fund request letters. Additionally, he stated that the PCC meeting will take place sooner and that the IPF would provide a portion of its budget by the end of this month. In the closing session PCC members of the LGs were put their views on IPF programme and committed to success the programme.

### **Issues and problems observed**

1. Some LGs have limited budgetary resources to make up for unapplied funds of FY 2078–79.
2. In the case of a few LGs in FY 2078/79, there is a limited amount of time to accomplish various activities.
3. Some of the LGs have not created an annual procurement plan.
4. Issues with underbilling and VAT invoices for the purchase of various goods.
5. Limited human resources in LGs to engage in IPF project.
6. Election during the implementation of projects.

### **Main decisions of the meetings, interactions, and discussions**

- As per the suggestion from IPF Expert, all the remaining LGs are committed to prepare annual procurement plan, activity wise budget breakdown with the approval from the executive committee, and a guarantee of budget as part of their participation in the project.
- LGs pledged to use the monitoring subcommittee to increase the effectiveness of their internal project monitoring for the IPF.
- LGs were persuaded to include GESI more seriously into their planned activities after hearing from a GESI expert.
- Agreed to finish all tasks set for the fiscal year 2079–2080.
- PPM and PPD delivered key suggestions to all the LGs for effective implementation of the IPF projects and addressed the issues raised by LGs.
- PPD announced that a PCC meeting would be held sooner to make decisions on the projects' remaining funds.
- Depending on the contract date, project budget total, and FY 2078/79 expenditures, choices were made to deliver the budget to LGs by the end of this month in varying proportions.
- The LGs all decided to look at other concepts to change a few of the activities and add more innovation to the projects.

### Recommendations for further actions

Priority	Who	What	By when
1st	IPF projects/LGs	Preparation of Annual Procurement Plan	ASAP
2nd	IPF projects/LGs	Assure the budget allocated from LG in projects for FY 2079/80	ASAP
3rd	PLGSP/OCMCM	Conduct PCC meeting with the agendas to manage IPF to compensate unspent budget and address other issues raised from LGs	ASAP
4th	IPF projects/LGs	Fund request letters and authorization	After PCC meeting
5th	PLGSP/OCMCM	Explore ideas and visit LGs to make projects more innovative	By end of Bhadra

### Activity 12.1.2 IPF progress review workshop 2022/2023

2-day IPF progress review workshop was organized at hotel SR Butwal on 25-26 March 2023 (13-14 Falgun, 2079). In the workshop 8 LGs Chairperson/Mayor, Chief Administrative Officer, Planning Officer, and Focal Person/IT Officers were the participants from each LGs. In addition, participation from the OCMCM like Provincial Programme Director (PPD), Provincial Programme Manager (PPM), Officials, and PLGSP TA team were also the participants. Total 43 persons were participated. No female participants were represented in the workshop. Focal person Narayan Aryal Officer 7th of OCMCM kicked off the workshop and requested to Ram Prasad Pandey Secretary PPD to chair the workshop. The welcome speech with objectives were delivered by Yama Kanta Pandey Under



Participants presented progress in IPF Progress review workshop on 25-26 February 2023

secretary/PPM. In the workshop national anthem were chanting. In the 2nd session the program was commenced with the presentation session. In accordance with the stated form and time, one representative from each LG gave a presentation on the status of the IPF project's execution in that LG. Each presenter had a 30-minute presenting session, which was followed by a 10-minute discussion session. Several individuals asked questions, and concerns were debated in the open forum. Each participants presented about their project background, innovative aspects of the project, physical and financial progress till date, challenges/issues, learnings, way forward and their expectations from PLGSP and OCMCM. The program's first day was then concluded by Mr. Ram Prasad Pandey closing comments. He argued that the workshop success to maintain interrelationship among the LGs and province government. He stressed the importance of the program which support for local community to create employment opportunity to use of local resoruces.

### Description of the IPF programme

S.N	District	LGs	Project Name	IPF Grant ('000)	LGs' contribution ('000)	Total Budget ('000)	Physical %	Financial %
1	Arghakhanchi	Sandhikharka MC	ग्रिन स्मार्ट सन्धिखर्क सिटि G-SSC)	15000	6500	21500	57.11	32.08
2	Kapilvastu	Yashodhara RMC	सुशासन तथा विकासका लागि सूचना प्रवर्धन र जीविकोपार्जन कार्यक्रम	15000	5000	20000	59.61	54
		Mayadevi RMC	समुदाय रूपान्तरणका लागि नवीनतम प्रयास	14000	6000	20000	34.5%	34.5%
3	Gulmi	Kaligandaki RMC	बेरोजगार युवा सँग उद्यमशील कार्यक्रम	15000	6500	21500	17.71	22.87
		Dhurkot RMC	प्रविधि मार्फत आर्थिक, सामाजिक रूपान्तरण सहित समृद्ध समाज निर्माण	14000	6000	20000	57.00	29.75
4	Palpa	Mathagadhi RMC	बेरोजगार युवा सँग उद्यमशील कार्यक्रम	15000	6500	21500	40%	16%
5	Rupandehi	Tilottama MC	तिलोत्तमा नगरपालिकाको सूचना राजमार्ग निर्माण मार्फत डिजीटल सार्वजनिक सेवा प्रवाह कार्यक्रम	15000	6500	21500	58.67	49.35
6	Rolpa	Triveni RMC	लैंगिक समानता तथा सामाजिक समावेशीकरण प्रवर्धनको लागि अबका महिला: उम्दा महिला परियोजना	14000	6000	20000	58.00	34.5
Total		8 MCs		117000	49000	166000		

In the second day of the workshop, the session was begin with presentation of the progress of remaining of two LGs. Detailed discussion with suggestion were put by the participants. After completion of the presentation the discussion regarding some of the specific agendas/issues were

explored by PPD, PPM. The main issues were to make the provision of budgeting and timely accomplishment of the targeted activities. Mayors/Chairpersons and Chief Administrative Officers from each of the eight LGs, as well as PPM, PPD, TA team put their views for the betterment of the IPF.

### **Closing remarks**

PPM Yam Kanta Pandey chaired the session. Representing from all LGs, Chairperson of Dhurkot LGs said that most of the programme were accomplished and few activities remaining to accomplish. This is the first time that we have been implementing innovative programme and we learned more things about innovative scheme. He gave thanks to OCMCM/PLGSP to provide opportunity to work on innovative scheme and LGs community benefited from this program. Due to the financial limitation of the LGs, we never expect to conduct the programme in our palikas. We are trying to best to achieve hundred percent achievements with their expected results. He thanked to OCMCM to provide opportunity to participate in the workshop. PPM said that OCMCM/PLGSP supported to LGs to implement IPF scheme in their palikas to the benefit of marginal communities. It maintain the interrelationship among the government, which is the spirit of the federalism. So each LGs should complete the activities in time. He requested to complete the remaining activities in planned way. He thanked to all participants in their active participation.

### **Issues and problems observed**

- Challenges to sustain the IPF project regarding the marketing of products, knowledge transfer, and ownership from local government.
- Timely completion of remaining activities of the projects.
- Technical capacity of staffs of local government to fully engage in implementation of IPF projects.

### **Main decisions of the meetings, interactions, and discussions**

- All the LGs agreed to make few amendments of IPF project activities to make their project more innovative.
- LGs were committed to submit their amendment plan to PPIU in the given template within a week.
- Monitoring visits will be conducted soon by PPIU and OCMCM for technical support.

### **1. IPF Joint Monitoring Visit by PPD, PPM and TA team**

PPD, PPM and member of TA team (GLE, IPF, M&RE, IT&e-Gov., AFA) visited Yosodhara LG to observe IPF implemented activities in 2 wards. The main theme of the IPF is establishment of Digital Service Center (DSC) to all eight wards. In the present moment only 1 & 2 wards (Titerkhi Digital Service Center-1 and Gauri Digital Service Center-2) were established service center and provide the different types of digital service to the people. Till date Titerkhi Service Center provided service around 200 people. The list of service were photocopy, printing, digitally fill-up different types of forms and formats. The Digital Service Center located to the nearby ward office. Which support to the people to easy to take service in time from ward office. In the beginning, there was problems of photocopy, printing, and fill up the forms and formats to the local people. Now both Digital Service Center providing service to the people.



PPD, PPM interacting with Yosodhara LG Officials ward no 1 about Digital Service Center (4 November, 2022)

### Suggestions

- The charge of photocopy, printing and other service should be appropriate. The LGs officials should be decided immediately.
- The DSC's sustainability should be considered. The LGs need to manage the room to the DSC not to provide service from the hired room.

Similarly, PPD, PPM visited Kaligandaki LGs on 10 November 2022 to observe the IPF progress till date. They visited

## 2. Monitoring visit by OCMCM/TA team

There were many joint monitoring visit accomplished by the OCMCM team with TA staffs in different dates and times. The summary of the joint monitoring visits are as follows.

### Summary Table of IPF monitoring visit

Sn.	Date	Name of Participants	Name of LGS	Major observation	Remarks
1	5-12 Sep 2022	IPFE, IT & e-Gov and PFM Experts	Mathagadi, Sandhikarkha, Dhurkot of Palpa, Arghakhanchi and Gulmi respectively	<ul style="list-style-type: none"> <li>• Entrepreneurship dev. Training, Koshali ghar, Dalchani Udogh at Mathagadi LG,</li> <li>• Digital Action Room and support to preparation of annual procurement plan of Sandhikarkha LG.</li> <li>• Digital board, lightening arrestor and land plotting</li> </ul>	Legal matter of Dalchani Udogh.
2	21 Oct 2022	PPD, PPM, GLE	Mayadevi, Kapilvastu	<ul style="list-style-type: none"> <li>• Interacted with LG and officials</li> </ul>	Need to coordinate



Sn.	Date	Name of Participants	Name of LGS	Major observation	Remarks
				beneficiaries on IGA activities.	with District Animal Health Office
3	4 Nov 2022	PPD, PPM, GLE, IPFE, M&RE, IT & e-Gov Expert, AFA	Yasodhara, Kapilvastu	<ul style="list-style-type: none"> <li>Digital Service Center ward no. 1 &amp; 2</li> </ul>	The appropriate service charge should be fixed by the LGs
4	9-10 Nov 2022	PPD, PPM, FP, AFA	Kaligandaki, Gulmi	Meeting with LG's Chairperson/Vice Person, ward Chairpersons. Progress till date were presented by LG Chairperson. 60 shades were constructed. The meeting conclude to disburse the remaining fund in installment basis as early as possible.	Bee keeping, vegetable farming, Pig rearing activities will be begin immediately after receiving the fund from OCMCM
5	9-11 Nov 2022	IPF and IT & e-Gov Expert	Sandhikharka, Arghakhanchi	<ul style="list-style-type: none"> <li>Technical Supported to finalize ToR of integrated Municipal System. It integrated all online system of Municipality. Which helps to formulate planning process and basic service delivery of municipality</li> </ul>	
6	5 Jan 2022	PPD, PPM, GLE, IPF, IT-e Government, M&RE	Tillotama MC Rupendheim	<ul style="list-style-type: none"> <li>Interacted with Chief Admin Officer and LGs IT Officer. IT Officer presented the progress till date. The team also observed the control room established in LG Office and visited sites to observe the ongoing installation of optical fiber cable and Wi-Fi networking</li> </ul>	Digital Highway
7	7-11 Jan 2023	IPF, IT & e-Governance Experts and AFA	Ruru Chhetra, Chandrakot, Chhatrakot Gulmi and Gaumukhi Puthyan	<ul style="list-style-type: none"> <li>To study/observe the feasibility of the project before finalizing the full</li> </ul>	

Sn.	Date	Name of Participants	Name of LGS	Major observation	Remarks
				proposal selection process.	
8	8-11 Jan 2023	NPM, FP, GLE/TL	Bijayanagar RMC Kapilvastu, Rapti RMC Dang and Thakur Baba MC Bardia	<ul style="list-style-type: none"> <li>To study/observe the feasibility of the project before finalizing the full proposal selection process.</li> </ul>	
9	07-12 Jan 2023	IPF, IT&e-Gov, AFA	Ruru Chettra & Chhatrakot-Gulmi Gaumukhi-Pyuthan, Rapti RMC-Dang	<ul style="list-style-type: none"> <li>Feasibility study before finalize the proposal.</li> </ul>	
10	23 Jan 2023	IPF, IT&e-Gov, M&RE, AFA	Yosadhara RMC-1, 2	<ul style="list-style-type: none"> <li>Digital Service Center are not functional properly. Fund collection, maintain register and incentive to the staffs are major issues observed</li> </ul>	Digital Service Center
11		IPF Expert & GLE	Mayadevi LGs	<ul style="list-style-type: none"> <li>Discussed with LGs Chairperson, CAO, FP beneficireis on programme finalization</li> </ul>	
12	5 March 2023	PPD, PPM, IPFE & GLE	Mathaghadi LGs	<ul style="list-style-type: none"> <li>Meeting with LGs Chairperson, CAO, FP, IT. Discussed on spice industties, Leaf plate making and their market possibility</li> </ul>	Aggreed to establish spice industries.
13	20-23 March 2023	IT and e-Governance Expert of PCU & PPIU, IPF Expert & GLE	Arghakhanchi, Mayadevi & Yesohdhara	<ul style="list-style-type: none"> <li>Observed IPF progress status especially Integrated Municipal System, IGA and enterprises sectors</li> </ul>	
14	27-31 March	IPF, and M&R Expert	Kaligandaki and Dhurkot RMC	<ul style="list-style-type: none"> <li>Observed entrepreneurship dev. tra. Goat shed, block land mgmt., Buffalo shed, silo pit etc.</li> </ul>	Some of the work is ongoing and some are ongoing
15	22-24 April	IPF, IT, PPD	Ruru, Bijayanagar	<ul style="list-style-type: none"> <li>Progress followup of new projects</li> </ul>	
16	14-17 May 2023	IPF, IT, M&RE	Triveni RMC Rolpa	<ul style="list-style-type: none"> <li>Overall activities Goat shed, tailoring, Mobile repairing, Vegetable farming</li> </ul>	
17	22-23 May	IPF and IT Expert	Yeshodara	<ul style="list-style-type: none"> <li>Field varification</li> </ul>	
18	4-8 June	IPF, Section Officer/OCMCM, AFA and IT & e-Governance Expert,	Ruru, Dhurkot, Arghakhanchi,	<ul style="list-style-type: none"> <li>Field varification</li> </ul>	Progressive

Sn.	Date	Name of Participants	Name of LGS	Major observation	Remarks
19	13-14 June	IPF Expert, GLE, Assistant 5th	Mayadevi, Bijayanagar	• Doc/Field varification	
20	16-20 June	IPF, IT, Section Officer	Kaligandaki, Mathagadi, Tillotama	•	

## 12.1 Organize orientations to LGs on IPF concept note

Innovative Partnership Fund (IPF) concept note writing orientation workshop for LGs of Lumbini Province at 4 clusters were organized on different date of December 2022. The main objective of the conducting this orientation was to given major theme of IPF guideline and methodology to write up the concept note of IPF mentioned in the IPF guideline 2078. In the all workshop Chief Secretary of Lumbini Province, Secretary/PPD, Under Secretary/PPM, FP, OCMCM staffs, PLGSP/PPIU TA team were participated and facilitated to the guideline.



Principle Secretary presenting about IPF concept and objectives to the participants at Butwal

From the LGs level 3 persons from each LGs were requested to participated. (Mayor/D Mayor, Chairperson/D Chairperson, Chief Administrative Officer, Planning Officer)

### Details of the workshop

Sn	Date	District	Place	Total Participants	Remarks
1	1 Dec 2022 (15 Mangsir 2079)	Kapilvastu, Nawalparasi Susta east	Butwal (The SR Hotel)	81 (5 women)	19 driver
2	2 Dec 2022 (16 Mangsir 2079)	Gulmi, Arghkhanchi, Palpa, Rupendhie	Butwal (The SR Hotel)	86 (4 women)	20
3	10 Dec 2022 (24 Mangsir 2079)	Dang, Rolpa, Rukum Purwa, Puthyan	Dang (Vingri Hotel)	99 (6 women)	25 Driver
4	11 Dec 2022 (24 Mangsir 2079)	Banke, Bardia	Banke Nepalgunj	35 (0 women)	8 driver
5				301 (15 women)	72

All the workshop was inaugurated by Dr. Deepak Kafle Principal Secretary and chaired as special guest. The secretary/PPD chaired the session. On the occasion, Subas Yadav GLE/TL delivered the objectives and welcome speech. In the welcome speech, Dr. Kafle said that the IPF for the LGs would play interrelationship role among the LGs and Province government, which is important part of the Nepalese federalism. We must focus in service delivery, local governance, and local economic development. This objective should be fulfill by the IPF. In the inaugural session, PPD and PPM also put their remarks. A total 86 LGs (MC-29, RMC-57) were participated. Total 301 participants were participated. The exact workshop participants were 229 (Male-214-, female-15). The no of driver and support staffs were 72.

The one day program was scheduled on four sessions. The concept of innovation and overall IPF modality was delivered by the Principal Secretary. In the workshop PPIU TA team has facilitated the following topics based on the IPF guideline. Which were as follows.

- Basic Concept, Introduction of IPF
- IPF rationale and objectives
- Guiding principle, programme management and financial management
- Areas of Innovation
- Framework of concept note and its basis for evaluation
- Framework of full proposal and its basis for evaluation
- IPF implementation Risk and its mitigate measure

At the end of the presentation, participants were put their queries on various topics to make more clarify. They were committed to submit the concept note to mobilize the IPF fund. In the closing session representative from the participants were put their views and finally, secretary/PPD closed the programme.

### **Activity 12.2: Implement innovative schemes at local level as per the guideline of Innovative Partnership Fund (IPF).-1**

PLGSP proposes to establish Innovation Partnership Fund (IPF) to support innovations in service delivery at the sub-national level. The core objectives of IPF are: i) to promote innovative approaches to governance with focus on strengthening downward accountability, transparency, participation, gender and social inclusion; ii) to establish relationship between local governments and provincial governments in the spirit of cooperative federalism; and iii) to bring in innovations in service delivery particular on local economic development. The rationale for establishing IPF is to ensure that space for innovation with regards to delivering public goods along with strengthening good governance principles are promoted. IPF covered the 25% of the overall budget of the PLGSP.

#### **IPF Technical Committee Meeting**

Innovative Partnership Fund first technical committee meeting was organized at OCMCM on 8 November 2022 (22 Kartik 2079) with the chairmanship of Secretary/PPD Ram Prasad Pandey. In the meeting PPM, Chief of PTO, WDO, FP, Accountant of OCMCM, PPIU TA team were participated. The member discussed on last year implemented IPF activities in 8 LGs and implementing new IPF scheme in 2 LGs of Lumbini Province. IPF Expert Satish Acharya briefed the IPF progress status of all eight LGs. The Expert team regularly accomplished the monitoring visit to the concerned MCs and presented field visit report to the committee. The committee members put their views and decided to follow the system mentioned in the guideline. The committee proposed the IPF full proposal writing orientation date, time and venue.



**PPD chairing the IPF Technical Committee meeting at OCMCM on 8 November 2022**

#### **Orientation on IPF full proposal writing**

An orientation workshop on IPF full proposal writing was organized on 24 Dec 2022 (9 Paush, 2079) at SR Hotel Butwal, Rupandehi. At the beginning of the workshop Naraya Aryal Officer 7th/FP welcomed to all participants in the workshop and requested to secretary/PPD chaired the inaugural session and requested to Under Secretary/PPM at dash. Total 7 LGs were selected for full proposal writing. In the workshop total 46 participants, including 21 from MCs (CAO, Chief of Planning Section, ITOs.) 12 from OCMCM included Principal Secretary, Under Secretaries with PPM, Officers, PLGSP/PPIU TA team, Driver and Office Assistant. All participants were male. Under Secretary Yam Kanta Pandey welcomed to the participants and expected to active participate and understand the full proposal writing methodology.



Participants of the IPF proposal writing orientation workshop on 24 Dec 2022 at Butwal

In the 1st session Nar Maya Sunar took the GESI/GRB related activities incorporated into the IPF full proposal preparation. She detailed presented the principal, practice and how to incorporate the GESI and GRB in IPF. With reference to the IPF guideline the GESI rating is high and local level should give the priority to GESI in their project.

Similarly, Satish Acharya IPF expert presented IPF full proposal formats based on IPF guideline. He requested to participants to focus on mainly the project budget and expenditure details like human resource management, equipment purchasing, construction sectors, hiring consultant, M&E and reporting, capacity development like training and orientation etc. In his presentation, he briefly presented on evaluation criteria of full proposals their indicators with rating. After completion of the presentation workshop participants asked many queries and their misunderstanding regarding the preparation of IPF full proposal. After completion of his presentation participants were requested to prepare proposal based on their approved concept notes. The total 7 R/MCs. like Ruru Chetra Rural MC Gulmi, Bijaya Nagar Rural MC, Kapilvastu, Rapti Rural MC, Dang, Chandrakot Rural MC, Gulmi, Gaumukhi Rural MC Puthyan, Chhatrakot Rural MC, Gulmi, Thakur Baba MC, Bardia prepared their full proposals and presented. Participants gave feedback and suggestion to bring the final shape.

In his closing remarks Secretary/PPD said that we are adapting federal system so the expectation of people is so high. The local government is very close to the people. So, we should improve our weakness if any. The IPF fund is implementing to address the citizens voices. This programme is very important where R/MC have chances to fulfil the people aspiration. He thanked to all participants to participate actively and expected that the R/MCs submit the proposals in time. The participants representative also put their views in closing remarks.

### Name of LGs and their project

Sn	Local Level	District	Name of IPF Project
1.	Ruru Chetra Rural MC	Gulmi	सूचना प्रविधि मार्फत आर्थिक सामाजिक विकास
2.	Bijaya Nagar Rural MC	Kapilvastu	समावेशी आर्थिक विकासको लागि पोखरीहरूको व्यवस्थापन कार्यक्रम
3.	Rapti Rural MC	Dang	रासीका युवा र महिला:उद्यमशीलतामा पहिला
4.	Gaumukhi Rural MC	Puthyan	जीविकोपार्जनमा आधारित गौमुखी जलाधार क्षेत्र संरक्षण तथा स्थानीय उत्पादन बजारीकरण



5.	Chandrakot Rural MC	Gulmi	ज्ञानमा आधारित समाज प्रविधिमा आधारित
6.	Chhatrakot Rural MC	Gulmi	सूचना प्रविधिमैत्री डिजिटल गाउँ पालिका
7	Thakur Baba MC	Bardia	अबको विकास: आर्थिक विकास

### Contract signing ceremony of selected Ruru Chettra RMC and Bijayanagar RMC on 7-8 Feb 2023 (24-25 Magh 2079) at OCMCM with PPD (IPF, GLE)

IPF project implementation plan preparation/finalization workshop and contract signing ceremony program were organized from 7-8 February 2023 (24-25 Magh 2069) at OCMCM Dang. In this FY 2022/2023 only two LGs were planned to select for IPF programme and the selection process is already completed. A contract signing workshop to called 3 participants (CAO, Planning Chief, IT Officer) from two LGs were invited. In the 1st day discussion held with Bijayanagar RMCs Officials. The detailed planned activities with justification were presented and interacted. Some correction as well as working modality were reviewed and finalized. In the 2nd day discussion with Ruru Chettra RMC's Officials were made. In the initial of the discussion, Secretary/PPD, Mr. Ram Prasad Pandey went through the project implementation plan, discussed on most of the activities proposed with RM team, asked to revised few of the activities, and approved the finalized project implementation plan.



- Prepared all the required contract documents along with the approved project implementation plan.
- Facilitated the contract signing process between PPD and Chief Administrative Officer of Ruruchhetra RM.

At the end of the workshop, both R/MCs were improved their plan with including input and suggestion from the PPD, PPM and PPIU TA team. Both R/MCs again worked out and made more practical plan which will be easy for implementation. They re-defined some activity which were not cleared in the beginning and also made monthly breakdown the activities and prepared yearly plan/calendar for timely accomplishment of the commitments.

Finally, a contract signing ceremony was held where a formal IPF project contract was signed between the Chief Administrative Officer (CAO) from respective LGs and Secretary/Provincial Program Director (PPD) from OCMCM. After completion of the ceremony CAO and other staffs of the Municipality committed to accomplish the project activities in the given time frame and assured the OCMCM/PLGSP team that the project resource would be utilize for the benefit of the people mentioned in the contract document. Finally, the contract signing were accomplished with two Palikas i.e., Bijayanagar RMC-Kapilvastu and Ruru Chettra RMC-Gulmi.



PPD and CAO of Bijayanagar RMC on IPF contract signing ceremony at OCMCM, Dang

### Issues and problems observed

- a. The ownership of R/MCs make more success of the projects.

### **Main decisions of the meetings, interactions and discussions**

All the participants were found more committed and assured the OCMCM for success of the project. The R/MCs were expected to the OCMCM/PLGSP/PPIU TA team for regular support in terms of technical and other support for activities implementation in the field level.

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**PCGG Part**

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### **Output 7: PCGGs made operational to deliver capacity development (CD) service**

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#### **Activity 7.2: Renovate/Construction physical infrastructure of PTA-1**

Existing buildings where PCFF need renovation. Currently, most of the training halls, hostels, canteen, staff residences, and office buildings are maintained and well furnishing. Under this initiative, renovation of the existing infrastructures supported to conduct different types residential training and workshop. There is planned to construct new building for long-term conduct provincial level all types of training required for GoN Officials. So that, PCGG in close coordination with OCMCM published a bidding notice in a national newspaper following the standard open bidding process to select the construction firms to carry out the renovation work. The PCGG has prepared all necessary documents required for the process. It will ensure quality of the work throughout the renovation works. Now the bidding has been opened and the pre bidding meeting has been completed. The processing of all types of task related bidding is ongoing and will be completed in coming year.

### **Activity 7.7: Organize cross sharing and learning visit for PTA and PPIU officials and staffs-1**

This activity is planned to provide an opportunity to PCGG staff/officials to learn and share through exposure visits in other provinces so that they can visit, meet and interact with each other and learn about best practices that can be adapted and rolled-out in their province. In addition, the visits will enable PTA staff/officials to develop horizontal linkages and coordination, promoting cross learning for improved performance. Realizing the fact, PCGG TA team with ED and administration staffs visited different place of the far western province district. The main objectives of the visit were to develop the capacity of the PCGG staffs and make more effective and efficiency on their service delivery system. Sharing the best practice and lesson to among each others.

#### **Place to visit**

The team visited different places and office of far western region province like, Shuklaphanta National Park Kanchanpur, Khaptad National Park Bajura, religious places of Achham and Mangalsen of Surkhet. Office of OCMCM, PPIU, PTA PCGG of Karnali Surkhet. Observed Babai multidynamic construction project.

#### **Discussion**

The discussion were accomplished in following topics with OCMCM

- The progress status of the PPIU and PTA PCGG lesson learnt, sharing the best practices.
- Information about tourism destination and main tourism areas.
- The contribution of the PCGG to capacity development, institutional development, formulation of law, Act in province level.
- The intergovernmental relationship among province and local level.
- The effectiveness of RIAP, CD plan, Periodic Plan and sustainability
- Problem faced, challenges, issues, problem solving measure and recommendation.
- Sharing of best practice.

In conclusion, the visit found very much effective and enhance the skill and knowledge among the staffs.

### **Activity 7.3: Prepare CD training materials for PTA (Develop and publish materials-leaflet/brochure /learning materials/annual report)-1**

The activity couldn't complete

### **Activity 7.4: Strengthened and operation of digital lab at PTA-1**

The PCGG is a main hub for PLGs in order to deliver Capacity Development (CD) related activities. Thus, under this activity, it is planned to establish a resource center at PCGG in the province. The Lumbini Province also plans to establish a digital lab in PCGG by organizing its own CD related

products in printed form and electronic materials along with collecting and organizing national and international reports of research and studies, publications and information related to federalism. The PCGG, in close coordination with IT & E-Governance Experts in PPIU/PCU has developed a concept note. It was ready to hire domain experts to develop information materials, procure resources and implement it.

But the activity couldn't complete

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## **Output 8: Modernized LGs have strong administrative systems and accountable PFM system**

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### **Activity 8.1: Prepare Revenue Improvement Action Plan (RIAP) of LGs-23**

This year the Provincial Center for Good Governance (PCGG) has planned to support 23 Local Governments (LGs) of Lumbini Province. In the year, preparation of the RIAP for 23 LGs of the Lumbini Province, one-day orientation on preparation of RIAP was organized for Chair/Mayor, Vice Chair/Deputy Mayor, Chief Administrative officers from the selected LGs for RIAP and Chief and Team Leaders of the consulting firms. A notice for listing of the potential firms was published in national newspapers as well as the office website. The total 23 LGs were divided into clusters. Budget breakdown and preparation of ToR was prepared well in advance. The Request for Proposal (RfP) and ToR was sent to the potential consulting firms. The technical proposals and financial proposals were evaluated following the norms and weightage given by the office. The method of selecting consulting firms was adopted by the QCBS. Qualified consulting firms were selected for preparation of the Revenue Improvement Action Plan (RIAP) of the selected 23 LGs of the Province. The consulting firms were given 3 and half months for completion of the given tasks. Out of 23 LGs, 22 LGs have prepared their Revenue Improvement Action Plan. One consultancy dropped the preparation of the RIAP. Till date only 62 LGs of the Lumbini province have completed the RIAP. It was expected that, they will be able to increase their revenue in the coming year. It will help them to become independent gradually in future, decreasing dependency on the province and Federal government.

### **Activity 8.2 Prepare Capacity Development plan of LGs-24**

Total 24 LGs were selected for CD Plan and they were separated into district wise clustered. All the clusters, consultants has completed the preparation of CD plans of all 24 LGs of Lumbini Province. An orientation workshop was held for representatives of the participating LGs and chair and team leaders of consulting firms. Participating local governments, officials and consulting firms had participated in the orientation programme. Now 24 LGs have their own CD plan. They have their own plan to capacitate their staff as well as the institution as a whole. It is expected that they will allocate a budget on CDs in the coming year. Till date, 79 LGs have been prepared their Capacity Development plan with the support of PLGSP. In coming year, PLGSP/PCGG have also plan to assess the implication and their effectiveness of the CD plan in the LGs.

### **Activity 8.3: Prepare periodic plan of LGs-9**

In the FY 2022/023 the Provincial Center for Good Governance (PCGG) has allocated a budget to support to prepare periodic plan of 9 LGs of the Province. TA team has prepared concept notes, Terms of Reference (ToR) for consulting firms and budget breakdown. Notice for registration of consulting firms was issued and the consulting firms were shortlisted for issuing the Request for Proposal (RfP). The nine (9) Local Governments (LGs) have been selected as per their written request and commitment. The Request for Proposal (RfP) was issued to the potential consulting firms and received technical and financial proposals from consulting firms. The evaluation of technical and financial proposals has been completed and accomplished agreement with the selected consultant.

The consultant team completed to prepare the draft plan and sharing the draft plan to receive the feedback with the concerned 9 LGs were also completed. The program was organized in Kapilvastu on 27th June 2023. The presentation in Kapilvastu brought together 8 consultants and the respective local government's representative and CAO. Mr. Krishna Bahadur Bista, where the program was chaired by Mr Yamakanta Pandeya, Executive Director of PCGG and Local Governance Expert Prem Narayan Shrestha was participate in the program. The name and address of the 9 LGs were as follows.

Bhumikasthan Municipality, Argakhachi, Rampur Municipality, Palpa, Satyawati Rural Municipality, Gulmi, Bangnaskali Rural Municipality, Palpa, Sammarimai Rural Municipality, Rupandehi, Pyuthan Municipality, Pyuthan, Putha Uttarganga Rural Municipality, Rukum East, Bardaghat Municipality, Nawalparasi West. The preliminary draft presentation of Periodic Plan support to consultant team to finalize the plan with reduce misunderstanding as well as to make precise plan. It helps to create ownership among the concern LGs and encourage for the reliable, practical as per need based plan for the local government. At the end of the programme Executive Director of PCGG given closing remarks with thanks to the participants to their meaningful participation.

Finally, 9 LGs were prepared their Periodic Plan. A total 32 LGs were prepared Periodic Plan with the support of PLGSP.

### **District wise coverage of the PP, RIAP and CD plan**

<b>District</b>	<b>Periodic Plan</b>	<b>Revenue Improvement Action Plan</b>	<b>Capacity Dev. Plan</b>
Arghakhanchi	50%	50%	67%
Kapilvastu	20%	60%	60%
Gulmi	25%	58%	67%
Dang	20%	60%	70%
Nawalparasi (S.P)	43%	29%	57%
Palpa	40%	90%	100%
Pyuthan	33%	56%	100%
Bardia	38%	63%	76%
Banke	25%	38%	63%
Rukum Purbha	67%	0%	100%
Rupendhei	19%	66%	56%
Rolpa	20%	80%	80%



#### **Activity 8.4: Conduct orientation/ coaching program on Mid Term Expenditure Framework (MTEF) for elected representatives and officials of LGs-109**

The Medium-Term Expenditure Framework (MTEF) training for all LGs was conducted in Lumbini Province. The LGs were clustered in 6 groups and they were facilitated by the resource persons from MOFAGA and external experts recommended by the ministry. The two-day refresher training was held for Chiefs of Planning and Account sections of the LGs. The refresher training was held at three-hotels i.e. Hotel Babai Resort, Thakurdwara, Bardiya, Hotel Galaxy Nepalgunj and Hotel Mala Inn, Ghorahi Dang. (2-3 Nov 2023 Gulmi, Kapilbastu and Nawalparasi and 4-5 Nov rupendhei, Banke and Bardia). The training was organized parallel in two groups in the same hotel. The training was held on November 2-6, 2022. Total 153 (male:143, female:10; B/C: 127, Janajati: 10, Dalit: 2, Madhesi: 13 and Muslim:1) had participated in the MTEF refresher training organized by Provincial Center for Good Governance (PCGG). The LGs are expected to prepare their annual and periodic plan incorporating MTEF.

#### **Activity 8.5: Organize refresher training for the implementation of LISA-109**

One day refresher training and review on Local Level Institutional Capacity Self-Assessment (LISA) was organized by the Provincial Center for Good Governance (PCGG) at hotels of various locations. Likewise, the LISA refresher was also held for Rupandehi and Nawalparasi Susta West districts at Hotel SR; Participants for the Palpa and Gulmi Districts at Hotel Srinagar, Palpa; Participants for Kapilvastu and Arghakhanchi districts at Hotel Old Everest, Sandhikharka. Similarly participants for Pyuthan and Rolpa districts at Hotel Aayushma, Bijubar, Pyuthan. Participants for Dang and Rukum East at Hotel Mala Inn, and Participants for Banke and Bardiya at Hotel City Palace, Nepalgunj. The program was organized in same date on 4 to 6 December 2022. The main objectives of the district level refresher training were to orient on the principles and practices with discussion on 10 thematic areas with their indicators mention in the LISA guideline. Make clear on the roles and responsibilities of DCC and concerned LGs, assessment procedures and contents of the LISA assessment and the way to entry score in the LISA portal. In the district level refresher 4 participants from each LG (i.e. Coordinator of Planning Unit, Chief Administrative Officer, Chief of the Planning Unit, and IT Officer) as well as Chief and Vice Chief of DCC and Staff of DCC had participated in the refresher training. In total 442 (males: 408, females: 34; B/C: 321, Janajati: 79, Madhesi: 31, Dalit: 10, and Muslim:1) participants had participated in the training programme. The LGs of the Lumbini Province have started to conduct LISA assessment and public assessment on the LISA website.

#### **Activity 8.6 : Organize refresher training and implementation of Fiduciary Risk Assessment (FRRAP) in LGs-50**

The FRRAP is a tool to identify institutional strengths and weaknesses of LGs in five thematic areas with 100 indicators related to public financial management. It was planned to be introduced in all LGs from the FY 2021/22 onwards. An assessment provides information and status which will guide the development/improvement of local Action Plans. The PCGG has prepared proposals with estimated budgets for the activity that needs to be done on a cluster basis. Participation from all LGs of the province

is ensured. The PCGG has coordinated with DCCs for their involvement in the process Fiduciary Risks Assessment.

One-day refresher training on the Fiduciary Risks Assessment for DCC Chiefs, Deputy-Chiefs, District Coordination Officers and DCC staffs on behalf of DCC and Coordinator of Economic Committee, Chief Administrative Officer, Chief of Account Section and IT Officers from each of the participating Local Government.

Likewise, the FRA refresher was also held for Rupandehi and Nawalparasi Susta West districts at Hotel SR; Participants for Palpa and Gulmi Districts at Hotel Srinagar, Palpa. Participants for Kapilvastu and Arghakhanchi districts at Hotel Old Everest, Sandhikharka, Participants for Pyuthan and Rolpa districts at Hotel Aayushma, Bijuwar, Pyuthan; Participants for Dang and Rukum East at Hotel Mala Inn, and Participants for Banke and Bardiya at Hotel City Palace, Nepalgunj. The programme was organized on December 5 and 7, respectively. Total 410 (males: 386, females: 24; B/C: 306, Janajati: 71, Madhesi: 24, Dalit: 7, and Muslim: 2) participants had participated in the refresher training. A Memorandum of Understanding (MOU) was signed between DCCs and PCGG to conduct FRA assessment mobilizing trained resource persons. The LGs of the Lumbini Province have started to conduct FRA assessment and posted their assessment result at the FRA online website prepared by MOFAGA.

### **Activity 8.7: Internal Control System (ICS) orientation on LGs level-35**

The activity couldn't completed

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## **Output 9: LG systems enable horizontal and vertical accountability to all citizens**

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### **Activity 9.1: Support LGs to implement downward accountability tools and mechanism (public hearing, social audit)-35 (7)**

As per the Constitution, LGs have increased responsibility for effective service delivery and accountability toward its citizens. Social accountability tools like Social Audits, public audits and public hearings are common and powerful tools for transparency and accountability which also help to increase trust of the citizens towards LGs if applied effectively and in a timely manner. The tools will help promote people's participation and ownership in local development activities initiated by the government. Some LGs will be supported during the current year, but this needs wider discussion and application so that the activity will continue next year as well.

The PCGG has planned to conduct public hearings in the seven (7) LGs of the Province. The LGs have been selected on the basis of the request letter for PCGG support. The concept note, required documents, guidelines and MOU has been prepared by PCGG. The public hearing will be conducted by the selected LG themselves following the public hearing guideline, process, ethic and documentation process. The PCGG will provide a fixed amount of budget to selected LGs to conduct public hearings as the conditional grant. The LGs will be overall responsible and accountable to hold public hearings and reporting to the PCGG. PCGG will monitor the public hearing and ensure quality of works.

Even though the program couldn't completed

### **Activity 9.2: Workshop among PGs and LGs on local economic development for LG representatives/officials.**

The activity couldn't completed

### **Activity 9.3: Support LGs to strengthen horizontal cooperation (organize workshop in the district level for horizontal coordination between/among LGs.**

The activity couldn't completed

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## **Output 10: LG systems mainstream GESI in their service delivery**

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### **Activity 10.2: Conduct GESI audit Orientation workshop**

#### **Background**

Provincial Center for Good Governance (PCGG) Lumbini Province organized a two-day GESI Audit orientation program for the experts of a consulting firm/organization to facilitate the GESI Audit in Local Government on 1-10 February 2023. The orientation aimed to clarify conceptual clarity and uniformity in the Audit process in LGs. 61 Participants (Male-42, Female- 19, Dalit- 4, Muslim -1, Madhesi-1, Janajati-11, BC-44 participated.

#### **Objectives**

The main objectives of the orientation were to deliver the following topics.

- Conceptual clarity of GESI Audit (What is GESI Audit, the process, indicators, reporting, and action plan)

Uniformity in the Audit process, reporting and action plan

#### **Outputs Delivered:**

The following Outputs were delivered through this orientation

- Two events of two days of orientation on GESI Audit for 61 experts of 37 consulting firms/organizations were completed.
- Clarity on concept, indicators, process, reporting, and action plan of GESI Audit.

Trained on the detailed process of audit and practised each step.

#### **Methodology**

On the first day of the orientation, a short formal inauguration session was facilitated by Computer Operator Sunita Thapa Magar, where PCGG Executive Director Mr Kaman Singh Thapa Magar chaired the session. A brief introduction was held among participants. The inauguration session was ended with remarks by the Executive Director of PCGG, along with a description of the two-day program objectives.

What concept of GESI, why, what, and how is GESI mainstreaming? National and international provisions on GESI, what is GESI Audit? Process and indicators of the GESI Audit were delivered on the first day. On the second day, all the processes were practised, such as scoring based on the indicator, SWOT analysis, spider wave, and action plan. Reporting requirements and roles of consulting firms/organizations and PCGG were facilitated by GESI Expert PLGSP.

GESI Experts carried out orientation evaluations to evaluate the achievement and further improvement. Finally, the 2-day training ended with remarks from PCGG Section Officer Mr Manoj Kumar Tharu. Participants found the training fruitful in refreshing their knowledge and adding further clarity to their expertise regarding GESI Audit.

### Key Decisions/Recommendations

- PCGG will send a detailed presentation, and reporting requirements, including reporting templet to the consultant
- Consulting firms/organizations will prepare the detailed action plan in coordination with respective LGs and share it with PCGG.
- PCGG will send a formal letter to LGs for further coordination for GESI Audit copying consulting firms/organization

### Activity 10.2: Conduct GESI audit of LGs-109

Gender Equality and Social Inclusion (GESI) Audit is a tool to evaluate and ensure GESI mainstreaming in policy, program, plan, budget, service delivery, structure, and working culture/environment of LGs. PTA/PCGG has facilitated the conduction of GESI Audits to LGs by contracting consulting firms/organizations. TOT was organized to enhance the capacity of experts of the firm in GESI Audit. Experts participated in the ToT who facilitated the audit in LG. 100% of LG (109) have completed the GESI Audit in Lumbini Province of FY 2022/2023. An existing policy, program, structure, working culture/environment, and service delivery are assessed from the GESI perspective and provided specific recommendations to make GESI responsive and sensitive policy, program, and service delivery. Based on this recommendation LG prepared an action plan addressing the gap that was identified in the Audit workshop. Now their action plan is aligned with the annual budget plan and fulfilling the gaps of the program implementation.

S.N.	Name of L.G.	Main Indicators											
		Law, Policy, Plan		Organizational Management		H.R. & Capacity Development		Service Delivery		Good Governance & Accountability		Total	
		Tot sco	Obt. sco	Tot sco	Obt. sco	Tot sco	Obt. sco	Tot sco	Obt. sco	Tot sco	Obt. sco	Total score	Obt Total
1	Shitganga M	20	13	20	14	20	11.5	20	12.5	20	17	100	68
2	Bhumikasthan M	20	13	20	16	20	16.5	20	15	20	16.5	100	77
3	Chhatradev RM	20	10	20	13	20	14.5	20	15.5	20	13	100	66
4	Malrani RM	20	9.5	20	11	20	10.5	20	13.5	20	13.5	100	58
5	Sandhikharka M	20	14.5	20	11	20	12	20	11.5	20	11.5	100	60.5

6	Panini RM	20	11.5	20	13	20	13	20	14.5	20	12	100	64
7	Narainapur RM	20	12.5	20	11	20	12	20	13.5	20	12	100	61
8	Khajura RM	20	14.5	20	16.5	20	13.5	20	14	20	11.5	100	70
9	Duduwa RM	20	8	20	10.5	20	10	20	11.5	20	13.5	100	53.5
10	Raptisonari RM	20	12.5	20	8.5	20	10.5	20	14.5	20	13.5	100	59.5
11	kohalpur M	20	13	20	11.5	20	15.5	20	15	20	12.5	100	67.5
12	Baijanath RM	20	11	20	11	20	12	20	10	20	9.5	100	53.5
13	Janaki RM	20	8.5	20	10	20	10.5	20	10	20	10.5	100	49.5
14	Nepalgunj Sub-MC	20	12	20	12	20	12.5	20	10.5	20	10.5	100	57.5
15	Gulariya M	20	7.5	20	8.5	20	10	20	12.5	20	7.5	100	46
16	Madhuwan M	20	10	20	10.5	20	8.5	20	12	20	8	100	49
17	Barbardiya M	20	9	20	8	20	10.5	20	12	20	10	100	49.5
18	Badhiyatal RM	20	12	20	10	20	5	20	11	20	12	100	50
19	Bansgadi M	20	16.5	20	12	20	10.5	20	9.5	20	13	100	61.5
20	Thakurbaba M	20	11	20	8	20	8	20	13.5	20	7	100	47.5
21	Garuwa RM	20	11	20	13.5	20	10	20	13	20	9.5	100	57
22	Rajpur M	20	9	20	12.5	20	7	20	9.5	20	5.5	100	43.5
23	Ghorahi Sub-MC	20	17	20	17.5	20	18	20	17.5	20	20	100	90
24	Gadhawa RM	20	9.5	20	16.5	20	13.5	20	11	20	13	100	63.5
25	Rajpur RM	20	12	20	10	20	10	20	11	20	8.5	100	51.5
26	Rapti RM	20	13	20	15.5	20	13	20	13	20	8.5	100	63
27	Banglachuli RM	20	13.5	20	13	20	7.5	20	13	20	10.5	100	57.5
28	Tulsipur Sub-MC	20	13.5	20	14	20	12.5	20	14.5	20	10	100	64.5
29	Shantinagar RM	20	12.5	20	13.5	20	9.5	20	8.5	20	8	100	52
30	Babai RM	20	12.5	20	15.5	20	13	20	14.5	20	12.5	100	68
31	Dangisaran RM	20	16	20	18	20	14.5	20	12.5	20	19	100	80
32	Lamahi M	20	11.5	20	13.5	20	11.5	20	13.5	20	11.6	100	61.6
33	Ishma RM	20	15	20	14	20	13.5	20	18	20	16	100	76.5
34	Kaligandaki RM	20	20	20	19	20	16.5	20	16	20	19	100	90.5
35	Satyawati RM	20	16	20	17	20	14	20	15.5	20	10	100	72.5
36	Chandrakot RM	20	20	20	17	20	14	20	16	20	15	100	82
37	Malika RM	20	15.5	20	15	20	15.5	20	20	20	15	100	81
38	Musikot RM	20	17	20	14.5	20	15.5	20	16.5	20	16.5	100	80
39	Madane RM	20	16	20	13	20	14.5	20	18	20	12.5	100	74
40	Dhurkot RM	20	16	20	13	20	15	20	17.5	20	15.5	100	77
41	Resunga M	20	10.5	20	14.5	20	14.5	20	13	20	16	100	68.5
42	Gulmidarbar RM	20	14.5	20	15.5	20	13	20	17	20	15	100	75
43	Chhatrakot RM	20	14	20	12.5	20	10.5	20	13.5	20	15	100	65.5
44	Ruru RM	20	12.5	20	14.5	20	12.5	20	10	20	11.5	100	61
45	Maharagunj M	20	15.5	20	15.5	20	12.5	20	15	20	13	100	71.5
46	Krishnagar M	20	9	20	7	20	11	20	9	20	13.5	100	49.5
47	Bijaynagar RM	20	10	20	12	20	14	20	13	20	12.5	100	61.5
48	Yoshodhara RM	20	12.5	20	11.5	20	10	20	8	20	10	100	52
49	Mayadevi RM	20	11.5	20	12.5	20	8.5	20	14	20	17	100	63.5
50	Banganga M	20	17.5	20	17.5	20	16.5	20	17.5	20	18.5	100	87.5
51	Budhabhumi M	20	12.5	20	14.5	20	12.5	20	15.5	20	14	100	69
52	Shivraj M	20	14	20	13.5	20	9	20	11.5	20	13	100	61
53	Kapilbastu M	20	9.5	20	13	20	10.5	20	14	20	14.5	100	61.5
54	Suddhodhan RM	20	12	20	12.5	20	13.5	20	15	20	8	100	61
55	Ramgram M	20	12	20	11	20	11.5	20	14.5	20	14.5	100	63.5
56	Susta RM	20	8	20	10	20	6.5	20	9.5	20	8	100	42
57	Pratappur RM	20	6	20	5	20	7	20	9.5	20	9.5	100	37
58	Bardaghat M	20	11.5	20	7.5	20	14	20	10.5	20	13	100	56.5
59	Sunuwal M	20	12.5	20	9	20	14	20	13.5	20	12.5	100	61.5
60	Palinandhan RM	20	6.5	20	7	20	8	20	11	20	8	100	40.5
61	Sarawal RM	20	14	20	12	20	15.5	20	16.5	20	17	100	75
62	Rampur M	20	16	20	16	20	16.5	20	18	20	14.5	100	81



63	Bagnaskali RM	20	9.5	20	8.5	20	11	20	14.5	20	12.5	100	56
64	Tinau RM	20	15.5	20	15.5	20	12.5	20	15	20	15.5	100	74
65	Mathagadi RM	20	14	20	13.5	20	9	20	13.5	20	11	100	61
66	Rabdikot RM	20	18.5	20	13.5	20	12	20	16	20	15	100	75
67	Purbakhola RM	20	13	20	14	20	13	20	13	20	14	100	67
68	Rambha RM	20	10.5	20	9	20	12	20	16	20	12	100	59.5
69	Tansen M	20	16.5	20	15	20	12	20	15.5	20	11.5	100	70.5
70	Rainadevichhara RM	20	13.5	20	15	20	12	20	14.5	20	15	100	70
71	Nisdi RM	20	20	20	15	20	10	20	15	20	15	100	75
72	Swargadawari M	20	16.5	20	16	20	13.5	20	16	20	16	100	78
73	Gaumukhi RM	20	12	20	15	20	12	20	13	20	11.5	100	63.5
74	Naubahini RM	20	12	20	11.5	20	12	20	12	20	12.5	100	60
75	Jhimruk RM	20	17.5	20	12.5	20	13	20	10.5	20	12.5	100	66
76	Pyuthan M	20	14	20	15.5	20	16.5	20	15	20	15.5	100	76.5
77	Mandabi RM	20	15.5	20	15	20	15.5	20	16.5	20	18	100	80.5
78	Mallarani RM	20	17	20	15.5	20	19	20	15.5	20	14	100	81
79	Airawoti RM	20	14	20	12	20	15.5	20	16.5	20	17	100	75
80	Sarumarani RM	20	9.5	20	13.5	20	11.5	20	12.5	20	13	100	60
81	Rolpa M	20	15.5	20	16	20	12.5	20	15	20	13	100	72
82	Pariwartan RM	20	12	20	14.5	20	10	20	16	20	12.5	100	65
83	Runtigadhi RM	20	12	20	12.5	20	16.5	20	16.5	20	13	100	70.5
84	Sunchhari RM	20	12	20	10.5	20	8.5	20	12	20	13	100	56
85	Sunilsmriti RM	20	14.5	20	13	20	13.5	20	15	20	16	100	72
86	Thabang RM	20	13	20	10	20	11.5	20	15.5	20	10.5	100	60.5
87	Gangadev RM	20	11.5	20	11.5	20	8	20	11.5	20	9.5	100	52
88	Madi RM	20	10	20	13	20	10	20	14	20	8	100	55
89	Tribeni RM	20	14	20	16.5	20	18.5	20	19	20	18.5	100	86.5
90	Lungri RM	20	12.5	20	11.5	20	11.5	20	14.5	20	11.5	100	61.5
91	Sisne RM	20	15.5	20	14	20	15.5	20	13	20	16	100	74
92	Bhume RM	20	16	20	12.5	20	15.5	20	13	20	16	100	73
93	Puthauttarganga RM	20	16	20	14	20	7	20	15	20	11.5	100	63.5
94	Butwa Sub-MC	20	17	20	16.5	20	16	20	17.5	20	16	100	83
95	Sainamaina M	20	14.5	20	13.5	20	13.5	20	14.5	20	13.5	100	69.5
96	Tilottma M	20	14	20	13.5	20	11	20	16.5	20	12.5	100	67.5
97	Gaidahawa RM	20	6.5	20	13	20	10	20	10.5	20	10	100	50
98	Kotaihimai RM	20	10	20	7.5	20	11	20	12	20	11	100	51.5
99	Mayadevi RM	20	7	20	9	20	7	20	10	20	7.5	100	40.5
100	Osmatiya RM	20	11	20	11	20	13.5	20	10	20	9.5	100	55
101	Devdaha M	20	10.5	20	9	20	11.5	20	14	20	11	100	56
102	Kanchan RM	20	12.5	20	14.5	20	12.5	20	13	20	13	100	65.5
103	Suddhodhan RM	20	10.5	20	10	20	10	20	10.5	20	12	100	53
104	Siyari RM	20	10	20	7.5	20	4.5	20	14.5	20	12.5	100	49
105	Rohani RM	20	7	20	8	20	12	20	11	20	9.5	100	47.5
106	Siddharthanagar M	20	12.5	20	13.5	20	11	20	13.5	20	12.5	100	63
107	Lumbini Sanskriti M	20	13.5	20	14.5	20	14.5	20	7.5	20	10	100	60
108	Sammarimai RM	20	14	20	10	20	12.5	20	14	20	12	100	62.5
109	Marchawari RM	20	10	20	10.5	20	10.5	20	8.5	20	10.5	100	50

**Activity 10.2: Organize orientation on Gender Responsive Budgeting (GRB) for elected representatives and staff of LGs-12 (5 were completed)**

## **Background:**

Provincial Center for Good Governance (PCGG) Lumbini Province organized a two-day orientation on Gender-Responsive Budgeting (GRB) in 5 Districts (Kapilbastu, Palpa, Banke, Bardiya, and Dang). The participants of the orientation were the Mayor/Chairperson, Deputy Mayor/Vice Chairperson, Chief Administrative Officer, and Planning Officer of the Local Government. A total of 105 Participants (Male-77, Female- 28, Dalit- 2, Madhesi-9, Janajati-28, BC-66 participated. Among them 40 were elected representatives, 62 were government officials, and 3 are others.

## **Objectives of the training**

The main objective of the GRB orientation was to enhance the capacity of LGs on GRB to mainstream it in their annual plan, budget, implementation, and monitoring process and increase the portion of GRB in Local Government. The following contents were delivered in the 2 days orientation program.

- Concept of GESI and GRB
- Policy provision and practice on GRB
- Why GRB and the role of an elected representative
- Local level planning and integration of GRB
- GRB type, indicators, and coding practice
- GRB entry in the system, GRB monitoring, and evaluation
- GRB analysis of the policy and budget/plan of FY 2079/80

## **Methodology**

On the first day of the orientation, a short formal inauguration session was held. A chief guest and chairperson of the inaugural session put remarks on the importance of GRB in local government and a description of the two-day program objectives.

After the inauguration session, a brief introduction was held among participants. On the first day, five technical sessions were delivered. Concepts of GESI and GRB, provisions and practice on GRB, Why GRB, the importance of GRB in Local Government, local level planning and integration of GRB, and introduction about types and coding of GRB were delivered on the first day.

On the second day, participants analyzed the policy and program of the current fiscal year from the GRB perspective. They code each activity and categorize their budget/program to find out if their program is gender-responsive or not. Similarly, GRB entry in the system, GRB monitoring, and evaluation were also discussed. Among 32 LG, 100% have a gender-neutral budget. All LGs realized the importance of GRB and committed to increasing the Gender Responsive Budget in the coming fiscal year.

Participants found the orientation fruitful to understand GESI, GRB, and the integration of GRB in the planning steps of the local government. Participants also appreciated joint orientation for elected representatives and government officials is helpful to implement the provision of GRB. They also told that this assessment is a milestone for GRB and will increase the portion of GRB in the coming fiscal year.

## **Key Decisions/Recommendations**

Focus on GRB in the coming year and start from the beginning of the planning and integrate each step.

**Activity 10.3: Organize orientation on child-friendly and disable friendly local governance to LGs-**

**5**

The activity couldn't completed

#### Activity 10.4 Organize capacity building training on GESI to the GESI Focal Person of LGs-3 (4)

##### Background:

PCGG Lumbini Province organized 2 days (3 events) Gender Equality and Social Inclusion (GESI) training for the GESI focal person of all LG of Lumbini Province 8-15 September 2022. The first event was held in Rupendehi where, the GESI focal person from the LG of Rupendehi, Nawalparasi, Kapilvastu, and Rukum East participated. The second event was organized in Gulmi and the GESI focal person from the LG of Gulmi, Palpa, Pyuthan, and Arghakhanchi were participated. The last event was organized in Rolpa and the participant was from the LG of



Banke, Bardiya, Dang, and Rolpa District. Total of 77 participants from the Local Governments participated, including 19 males and 58 females (Dalit-1, Janajati-22, Madeshi-2, B/C-52). This is the first time such types of training organizing at the local level. The main objective of the training was support to the integration and institutionalization of GESI in local government policy, programs, planning, process, budgeting, and service delivery through capacity enhancement. Similarly, support to make GESI friendly, sensitive, and responsive organizational structure and working environment.

##### The main course content of the training were as follows.

- Conceptual clarity on GESI, LGBTIQ, and Disability (what, present situation, issues, and way forward)
- Why GESI? National and International Provision on GESI including SDG
- Local level planning process and mainstreaming GESI, cross-cutting issues, and institutional arrangements.
- What is GESI friendly workplace? What are the discrimination and sexual abuse in the workplace? GESI-friendly infrastructure and institutional arrangement on GESI
- To share the best practices challenges on GESI
- Conceptual clarity on GESI Audit, GRB, and GESI mainstreaming (What and why)
- GESI friendly working environment, and role of GESI focal person

##### Brief of the training events

A short formal inauguration session was held on the first day of the training. Chief guest and chairperson of the inauguration session made remarks on the importance of GESI in local government and described the two-day program objectives.

After the inaugural session, a brief introduction was held among participants. On the first day, four technical sessions were delivered. The concept of GESI, why GESI? National and International provisions on GESI, GESI, and SDG, GESI Mainstreaming in the local level planning process, GESI as a crosscutting issue and institutional arrangement, and GESI-friendly workplace were discussed. Similarly, group work was done on the best practice, issues, challenges, and way forward on GESI.

Four groups presented the best practice, issues, challenges, and way forward on the second day on GESI. The concept, the importance of GRB and GESI Audit, and the implementation of the GESI strategy were delivered on the second day. Finally, the role of the GESI focal persons is also discussed. Based on the issue and challenges, the action plan was prepared at the end of the training.

A training evaluation was carried out by GESI Expert to evaluate the achievement of training. 92% of participants ranked the training as very good and fruitful to them. Finally, the two-day training ended with remarks from participants addressing the outputs and achievements of training and closing remarks by the chair of the closing session.

Participants found the training fruitful and added further clarity to their knowledge regarding GESI. They gained knowledge on how to integrate GESI into their work as a GESI focal person.

#### **Key Decisions/Recommendation**

- Further coordination and follow-up will be done with local government/offices in the days to come to support GESI mainstreaming
- Action points prepared by the participants will be followed up regularly and support to implement

#### **Activity 10.5: Organize orientation on localization and contextualization of 'Code of Conduct to prevent workplace sexual harassment in LGs-15**

The activity couldn't completed

#### **Activity 10.6 Training on Transformative leadership building of elected women leaders-4**

The activity couldn't completed

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### **Output 11: LG systems enable citizen engagement and inclusive participation**

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#### **Activity 11.2 Develop IEC materials to strengthen citizen engagement and inclusive participation-1**

The citizens' engagement in the local development process is an essential part of democracy. Using media for civic education is an effective means to reach a large number of people. Thus, this activity plans to use the media to enhance citizen awareness of their rights and responsibilities by informing them about the services provided by LGs. It will include IEC materials that can be broadcasted and listened to in the form of text, photograph, audio, video, etc. The materials will be shared with

development agencies, institutions including I/NGOs, consulting firms and others engaged in public development sectors with the view to disseminate messages in wider areas.

PCU has planned to develop an IEC package targeting all LGs on federal level policies, initiatives and future plans for communication that can be useful to all LGs. While the Lumbini Province has planned to develop and publish audio multimedia materials, brochures, flyers, posters, documentaries and other awareness materials engaging media houses radio/TV. The PTA will develop multi-media awareness materials through hiring media related consulting services. Consultative meetings will be organized to discuss issues related to local governance and finalize contents accordingly. It was expected to complete the activities in last qtr. but the activities couldn't completed.

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## **Elected representatives and civil servants at the provincial level are trained for delivering high quality service**

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### **Activity 13.1: Interaction Program on Hospitality Management and Dining Etiquette to provincial high level elective representatives and government officials.-1**

#### **Background**

Since federalism is a work in progress, local governments are continuously adopting to ensure better governance to ensure effective service delivery through a multi donor-supported Provincial and Local Governance Support Programme (PLGSP) led by the Ministry of Federal Affairs and General Administration (MoFAGA). The government officials of four districts of the concerned public bodies are responsible for the effective management of the public financial resources available in the public bodies.

Provincial Center for Good Governance has been conducting various capacity development programs for officials and employees to effectively run the service delivery at the provincial and local levels. Emphasis should be placed on the mobilization, management and capacity development of the human resources working in public offices to make service delivery agile, efficient and customer friendly. For this purpose, it seems necessary to conduct trainings and other capacity development programs for officials and employees working in the offices under the provincial ministry.

A one-day orientation program has been arranged for the secretaries and high-ranking employees working in the provincial ministries to train them on Dining Etiquette and Etiquette to manage the employees' dining etiquette and hospitality work. Officers working in all ministries of the state government and above have been benefit from this training. It is expected that this training has helped in the management of hospitality, food and manners in programs such as high-level meetings in the ministry.

As a coordinator, Mr. Bishnu Neupane Curriculum Development Expert

PLGSP/PCGG Banke led the responsibility to conduct the event to conduct dining etiquette training





for provincial level high level government officials of Lumbini Province in Rupandehi and accomplished as well.

The training was conducted in hotel Dreamland Resort Rupandehi. The training event has organized by applying the COVID protocol. The training was facilitated by qualified facilitators.

Name list of facilitators

1. **Samik Sharma**
2. **Dipak Upadhaya**

## **Objectives**

The main objective of dining etiquette training for provincial level high level government officials of Lumbini Province was to support the capacity development of the high level provincial government officials by conducting one -day orientation on hospitality and Protocols and dining etiquette working in the offices under the federal and provincial governments of Lumbini Province.

- ❖ Increase the knowledge, skills and abilities of high level government officials in in state banquette.
- ❖ To make the reception of customers and other guests in the office systematic and effective.
- ❖ Enhancing the skills of organizing internal and external hospitality protocols and to organize and participant in state banquette.

## **Outputs Delivered:**

- ❖ The dining etiquette training for provincial high level government officials program was facilitated by quality facilitators trained by the NATHM (National Academy of Travel and Hospitality Management). The one-day dining etiquette training for provincial level high level government officials of Lumbini Province was inaugurated by Mr. Kaman Singh Thapa Magar, executive director of the Provincial Center for Good Governance, by reading a banner while inaugurating the program. The training organized was by the Province Center Good Governance (PCGG) Banke. During training sessions, facilitators facilitated 4 different sessions regarding dining etiquette and hospitality training. Altogether 33 participants were presented in the training where 2 were female and 31 were male participants where 31 were Brahmin and Chettri, 1 was Janajati and 1 was Madhesi.
- ❖ A total of 4 technical sessions were conducted in a one -day orientation on dining etiquette training for provincial level high level government officials of Lumbini Province organized in Rupandehi district. Chief trainer Mr. Samik Sharma, and Ashok Upadhaya from Nepal Tourism and Hotel Management Institute introduced hospitality introduction, job responsibilities, practice of organizing state banquette for guests while maintaining health and hygiene, observation and practice of hospitality protocols. The Trainers was trained in preparatory exercises and other subjects.
- ❖ Finally, the training was ended with remarks of participants addressing the outputs and achievements of the training and closing remarks by executive director of PCGG Nepalgunj, Banke.

## **Methodology**

- ❖ The trainers used participatory methods in the training such as brainstorming, mini-lecture/short lecture with power-point presentation, group discussion, game, stories and sharing of experiences. The participants were involved actively in learning activities. The one-day dining etiquette training for provincial level high level government officials of Lumbini Province orientation was focused on making the participants clear on topics related to training.

### **Activity 13.2: Conduct training as indicated by CD need assessment report for the related government officials and representatives-2**

#### **Background**

Since federalism is a work in progress, Provincial governments are continuously adopting to ensure better governance to ensure effective service delivery. through a multi donor-supported Provincial and Local Governance Support Programme (PLGSP) led by the Ministry of Federal Affairs and General Administration (MoFAGA). The government officials of three Provincial s of the concerned public bodies are responsible for the effective management of the public financial resources available in the public bodies. Public financial resources should be mobilized in a way that has a definite purpose, target area and expected results. Negligence or malice in the process, corruption, inadequate capacity can put public finances at risk. Good financial governance requires financial discipline, strategic prioritization of financial resources and ensuring the value of public funds through the result and use of allocated funds. While managing public financial resources, the main pillars of good governance: economy achievement, efficiency, effectiveness, transparency and accountability should be ensured. In this process, the institutional structure of public financial management (PFM), procurement systems and governance systems also need to be organized. Reducing the risks of financial governance requires a planned and systematic effort. This program as implemented as ASIP plan of Provincial Center for Good Governance, Nepalgunj, Banke.

Provincial level three days training on public Finance management and procurement related training for three Provincial s were concluded in Bardiya. Organized by the Province Training Provincial Center for Good Governance, Nepalgunj, Banke from 23 June 2023 to 25 June 2023, the training in Bardiya brought together 12 participants from three Provincial s comprising Account officer, planning officers, technical team of PCGG Lumbini Province and other related government officials. The participants in disintegrated data of 12 participants 2 were female whereas 10 were male where were 9 Brahmin/chettri, 1 were Janajati, none of them were 1 from Dalit and 1 from Madhesi. Out of the two activities one was not completed.

On Provincial level three days training on public Finance management and procurement related training for three Provincial s, a short formal inauguration session was held being facilitated by PCGG Program Assistant Mr. Sonelal Kamat where the program was chaired by Mr Yamakanta Pandeya, Executive Director of Provincial Center for Good Governance of the inaguration program. The facilitators were Mr. Dipak Gyawali, Chief of Provincial treasury control office, Lumbini Province, Gunanidhi Pokharel, Head of Department of Ministry of Water Supply, Rural and Urban Development, Lumbini Province, Khadananda Adhikari, Chief of district treasury control office, Banke. On the occasion Chairperson Yamakanta Pandeya said that the training was successful in informing the participants about the service and activities of provincial ministries in provincial level finance management and procurement training. Deepak Gyawali as a main facilitator of the training took various session as assigned according to the schedule prepared by province training Provincial Center for Good Governance.

Gunanidhi Pokharel, Head of department, Ministry of Water Supply, Rural and Urban Development as a facilitator took session on E- bidding which was highly appreciated by the participants. It also sensitized the bring to the platform that the engineers and accountant should work together in performing the e -bidding in local government.

Provincial level three days training on Public Finance Management and Procurement related training has been encouraged for effective service delivery to its citizens with the efficient use of public financial resources through good financial governance by minimizing the risks in all cycles of public finance management and procurement.

Finally, the Provincial level three days training on public finance management and procurement related training for Provincial officers was ended with remarks of participants addressing the outputs and achievements of the training and closing remarks by executive director of Provincial Center for Good Governance, Nepalgunj, Banke

#### **Main observations and findings:**

- ❖ Provincial level three days training on Public Finance management and Procurement related training for three Provincial s were completed.
- ❖ Major issues of e-bidding and other related issues to procurement were discussed.

#### **Issues and problems observed**

- ❖ No major issues and problems were observed in however due to fluctuation of internet in Bardiya, Online e-bidding Session was partially disturbed.
- ❖ Due to the busy schedule of the participants in end of month of fiscal year, participation was less inspite of their commitment and demand on the training.

#### **Methodology**

The trainers used participatory methods in the training such as brainstorming, mini-lecture/short lecture with power-point presentation, group discussion, practical session, demonstration and sharing of experiences. The participants were involved actively in learning activities. The three -days PFM training for provincial government officials of Lumbini Province orientation was focused on making the participants clear on topics related to training

### **Activity 13.3: Conduct training program on "Intregrety, Morality and positive attitude and behaviour Knowledge and science" to elective representative and government officials-2**

#### **Background**

With the promulgation of the new constitution in Nepal adopted federal structure, decentralizing the state power and responsibilities among the federal, provincial, and local level with constitutionally guaranteed exclusive and concurrent power and functions as specified in the article 56 of the constitution and its schedules. Under the federal system, local governments have significant responsibilities towards ensuring public service delivery closest to the citizens. Therefore, its effectiveness plays a crucial role in the success of the federal system. The constitution has guaranteed adequate autonomy by providing legislative, executive, and judicial powers to all levels of the state structures based on the principles of co-operation, co-existence, and co-ordination.



Participants of the training

The Local Government Operation Act, 2074 (2017) came into effect intending to assist the elected representatives in the systematic implementation of their constitutional rights. The newly created local governments are bigger in size and have higher levels of authorities and functions. Since federalism is a work in progress, local governments are continuously adopting to ensure better governance to ensure effective service delivery. To support Nepal's transition to the federal system, various development partners are supporting.

- ❖ One-day orientation about "**positive attitude and stress management**" for elected representative, federal and provincial official head and chief administrative officer and assistant level in-service government officials conducted in PCGG, Assembly Hall in **Banke** organized by the Provincial Center for Good Governance, Nepalgunj, Banke on 19 Dec, 2022. 71 participants comprising elected representative, federal and provincial official head and chief administrative officer and assistant level in-service government officials where there were 49 males and 22 females. 57 were B/C, 7 was A/J, Madhesi 5 and Dalit 2 were separated as disintegrated data. Mr. Kaman Singh Thapa Magar executive Director PCGG, chaired the session. On the occasion Chairperson Kaman Singh Thapa Magar said that the training was successful in informing the participants to create an agile and effective administration that fulfills the aspirations of good governance, development and prosperity of the Lumbini province.

## Objectives

The main objective of One-day orientation about "**positive attitude and stress management**" for elected representative, federal and provincial official head and chief administrative officer and assistant level in-service government officials is

### The specified objectives of the training were as follows:

- ❖ In order to create an agile and effective administration that fulfills the aspirations of good governance, development and prosperity of the Lumbini province,
- ❖ To institutionalize the elements of good governance and provide effective service delivery by encouraging the elected representatives and employees of the province and local level to work together with positive attitude.

Outputs Delivered:

Following Outputs were delivered through this training.

Mr. Nar Bahadur Karki was the main facilitator said that this orientation have create an agile and effective administration that fulfills the aspirations of good governance, development and prosperity.

### **Methodology**

- ❖ The trainers used participatory methods in the training such as brainstorming, mini-lecture/short lecture with power-points, group discussion and sharing of experiences. The participants were involved actively in learning activities.

### **Key decision**

- The training was found very much innovative. All the Officials should take such types of training and orientation.
- Such types of refresher orientation/training should be organize in the coming days

### **Activity 13.4: Development of curriculum module for capacity building training program for people's representatives and employees on need base-4**

For the development of curriculum, the need assessment discussed and the possible title for the curriculum was collected form the experts and proposal were developed accordingly. However, the activity could not have completed.

### **Activity Number 13.4. To prepare the RIAP (Revenue Improvement Action Plan) of a Province Ministry -1**

This year the Provincial Center for Good Governance (PCGG) Lumbini Province have supported to preparing Revenue Improvement Action Plan of Ministry of Forest and Environment. There was, preparation of the RIAP for one ministry of the Lumbini Province. OCMCM recommended ministry of Forest and Environment according to its need and demand.

The three technical and financial proposals were evaluated and high scored consulting firms was selected for preparation of the Revenue Improvement Action Plan (RIAP). It was the first RIAP preparing for province ministry which was a milestone in preparing the other ministries RIAP in future. While preparing the Plan wide consultation were performed with the ministry of forest and environment, ministry of finance, Province Planning Commission, ministry and department of forest and environment and other related stakeholders. Finally, they submitted to the province MoFE. It was expected that this plan act as a blueprint in increasing their revenue in the coming year.



Interaction with the secretary of Ministry of Forest and Environment, Lumbini Province.



**Activity 13.5: Conduct tour program for observation, learning and discussion of good practice of inter-provincial level ministries (other than Lumbini province) to the government officials working in the province level-1**

The activity couldn't have completed

**Activity 13.6: Conduct service entry level training for Provincial level employees-1**

The activity couldn't have completed

**Activity 13.7: Conduct In service level training for Provincial level employees-1**

**Background**

Federal Constitution of Nepal (2015) has ensured sovereignty of people in the federal structure. Constitutionally, there are three-level of governments in Nepal. Power are devolved to the federation, provincial and local governments based on the principle of cooperation, co-existence and coordination. The legislative power has been vested to Village Assembly and Municipal Assembly provisioned in schedule-8 of the new Constitution of Nepal. The local levels have a wide range of authority ranging from participatory plan formulation process to managing effective administrative service delivery. It means, by constitution the local levels have been made powerful i.e. effective/optimum decentralization in the federal context of Nepal. It has been done to make service delivery more public oriented. Furthermore, the government has been trying to serve the public from their door in terms of effective administrative service delivery, inclusive, accountable of development activities with participation of people creating ownership in the mind set of locals. So in this context 35 days (30 Working Days) in service training for fourth and fifth level officials with at least three years of experience in government to be refreshed and updated with knowledge and content for effective service delivery.

**Objectives**

The main objectives of the training were to deliver the following topics

- Increase conceptual clarity and understanding of local government on office management and operation for effective service delivery.

- Increase and update the information methods and procedure for effective implementation of the rights provided to Local governments.
- Enhance clarity on Local government daily issues in providing effective, efficient, accountable service delivery including inclusive planning, budgeting, implementation and benefit distribution.

### **Outputs Delivered:**

Following Outputs were delivered through this training:

- (30 working days) In-service training for 27 Assistant Level (fourth and fifth level) government officials of Lumbini Province was completed.
- A total of 27 participants participated in an event where 25-male, 2-female, Dalit-1, Janajati-5, Madhesi-3, Muslim-0, and B/C-18.
- Action steps and commitment to effective service delivery has been made by the participant
- Follow the steps of the planning process and other developmental activities as per annual planning with accountability.



Participants collectively interacting on the training

### **Methodology**

#### **Inaugural Session and other technical session:**

On the first day of the training, a short formal inauguration session was held being facilitated by PCGG Officer Krishna Bahadur Bista where PCGG Executive Director Mr. Kaman Sing Thapa Magar chaired the session. Mr. Bista welcomed all the participants on behalf of the PTA and a brief introduction was held among participants. On the inauguration ceremony the Assistant Chief District Officer inaugurated the training by reading its banner and his instructive remarks for the participants for effective service delivery towards citizen. The inauguration session was ended with the remarks by the PCGG Executive Director. In his remarks he emphasizes in implementing the thirty working days' program objectives for the successful implementation of door step government as for effective service delivery as per federal constitution of Nepal. In addition to this, he highlighted the role of the Academy in strengthening the capacity of the local levels in the evolving federal system of Nepal.

After the inauguration session, the training coordinator Tek Narayan Dhakal carried out an assessment of pre-test of participants. The technical session was started by PTA ex acting Executive Director Mr. Chandiram Chaudhary who facilitated the session on the introduction of the Province Training Academy, its objectives, strategy, and upcoming plan of PTA on In-service Training. On thirty working days' various thematic experts on local governance took their classes based on the curriculum framed by Province Training Academy with the support form Curriculum Development Expert, detailed schedule is on annex.

Post-test, Final test, Individual report preparation test evaluation and training evaluations were carried out by Curriculum Development Expert with Training coordinator to evaluate the achievement of training and further improvement. Finally, the Executive Director of PCGG closed the 30th working day training with distribution of certificate to the participants.

Participants found the Training fruitful in refreshing the issues which have added further clarity to their knowledge regarding the office management and operation aligned for effective service delivery. Participants gained knowledge regarding official operation and management and integrated thematic knowledge on local governance area to be covered for providing service to its citizens.

### Issues and problems observed:

- Residential In-service training for the participations found more effective and active participation of participants.
- The thematic experts should be included in In- Service Training in days to come.

### Key Decisions/Recommendations

- Further coordination will be done with local government in the days to come to support LG in effective service delivery mechanism.
- Focused Residential In-service training for the participations for more effective delivery of the session and active participation of participants.
- Update the content as per participant's suggestion and need.

## Activity 13.9: Conduct training on hospitality, hygiene and safety for the support staff and drivers working in the Chief Minister's Office, various ministries and provincial level offices.2

### Background

Since federalism is a work in progress, local governments are continuously adopting to ensure better governance to ensure effective service delivery. through a multi donor-supported Provincial and Local Governance Support Programme (PLGSP) led by the Ministry of Federal Affairs and General Administration (MoFAGA). The

government officials of the concerned public bodies are responsible for the effective management of the public financial resources available in the public bodies. In order to make the service delivery of Federal and Provincial offices located in Dang



ED Kaman Singh Thapa Magar awarded the training certificate

district agile, efficient and customer-friendly, emphasis should be placed on the mobilization, management and capacity development of the manpower working in public offices, office cleanliness and the hospitality of customers and other guests. For this, changing the workplace behavior of the assistants working in the offices under the federal and state, knowledge and skills related to office cleanliness and safe vehicle operation are equally important. While assessing and analyzing the current capacity of the drivers working in the provincial and subordinate offices, various security methods to be adopted in the current changing situation and times in hospitality management. More capacity should be developed in other subjects and the internal and environmental cleanliness of any office, and the office assistants to provide thoughtful hospitality to the customers. Keeping this issue in mind, Provincial and Local Government Support Program (PLGSP) to enhance the skills and capabilities of

office assistants, the result of the annual program of the PCGG for the financial year 2079/80. A two-day training program on hospitality, gender friendly behavior and basic vehicle maintenance techniques was conducted for drivers the office assistants working in the offices under the federal and state governments located in Dang district. Under this, a 2-day training program was conducted for hospitality, gender friendly behavior and basic vehicle maintenance techniques related capacity development of office assistants. The participants in disintegrated data of 23 participants 7 were female whereas 16 were male where 18 were Brahmin/chettri, 4 were Janajati, none was Dalit, and 1 Madhesi. While other activities were targeted for drivers of provincial level related to Hospitality, Gender friendly behavior and vehicle maintenance knowledge of provincial ministries and related organizations of Lumbini province. Out of 16 participants all 16 were Male and none of them were female. The disintegrated data were Janajati 5, Madhesi 1 and Brahmin/Chettri 10. So from two activities related to drivers and office assistant for provincial level total 39 participants were trained altogether.

### **Objectives**

The main objective of the presented program was to support the capacity development of the office assistants by conducting two-day training on hospitality, gender friendly behavior and basic vehicle maintenance techniques for the drivers working in the offices under the federal and state governments located in Dang district.

- ❖ Increase the knowledge, skills and abilities of office assistants in office cleaning.
- ❖ To make the reception of customers and other guests in the office systematic and effective with gender friendly words and behavior.

Enhancing the skills of organizing internal and external cleaning, basic maintenance skills of vehicle of the office.

Total of 8 technical sessions of each training were conducted in a two-day training on gender friendly behavior and basic vehicle maintenance techniques and hospitality, health and hygiene for the drivers working in the offices under the federal and Provincial governments located in Lamahi, Dang district. Chief trainer Mr. Samik Sharma, Nepal Tourism and Hotel Management Institute introduced hospitality introduction, job responsibilities, practice of serving tea breakfast to guests while maintaining health and hygiene, observation and practice of flower bouquet preparation for hospitality, maintaining confidentiality and management of visitors, divine disaster and He was trained in preparatory exercises and other subjects. The Executive Director of the Provincial Center for Good Governance was delivered the inaugural speech of the program.

### **Methodology**

The trainers used participatory methods in the training such as brainstorming, mini-lecture/short lecture with power-points, group discussion, game, stories and sharing of experiences. The participants were involved actively in learning activities. The level of knowledge on the subject matter was identified through pre-test and compared the improvement in knowledge and understanding level through post-test. The two days training was focused on making the participants clear on topics related to training.

### **Issues and problems observed:**

- ❖ No major issues and problems were observed
- ❖ A two-day emergency training on hospitality, gender friendly behavior and basic vehicle maintenance techniques, hospitality health and hygiene for the drivers working in the offices under the federal and provincial governments organized in Dang district was very effective.

Finally, ED ended the training with closing remarks addressing the outputs and achievements of the training. He also distributed of certificates to the participants.

### **Activity Number 13.10. To prepare the Capacity Development Plan of a Province Ministries-2**

This year the Provincial Center for Good Governance (PCGG) have supported preparing Capacity Development Plan of two ministries as recommended by the OCMCM (Office of the Chief Ministry and Ministry of Council). The OCMCM recommended two ministries Ministry of Labor and Transport Management, Lumbini Province and Ministry of Women Children and Senior Citizen of Lumbini Province according to its need and demand.

The three technical proposals and financial proposals for each individual CD plan were evaluated following the norms and weightage given by the office where one of the qualified consulting firms was selected for preparation of Capacity Development Plan. However due to change in ministries after the task has been given and the role and functions of the ministries were mixed in different ministries as the assigned task ministries were changed due to the cabinet decision of OCMCM. As a result, as per discussion with PCGG, ministries and consultants the plan was dropped for value for money and quality and implementing issues. So the activity could not be completed.

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### **Output 14: LGs elected representatives and civil servants are empowered and trained for delivering high quality services**

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#### **Activity 14.1: Orientation to LGs elected representatives and officials on federalism system of Nepal-4**

The federal governance system with three layers of government is a new practice for Nepal. After restructuring, the staff adjustment in three government tiers has also been recently conducted. A significant number of LG staff who are deployed at the local level from various domains and with different expertise. Thus, both LG elected representatives and staff face challenges to deliver their day-to-day activities. Hence, with the objective to develop capacity and enhance skill of elected representatives and staff of different sectors, trainings on various thematic areas have been planned at province level. Different capacity building trainings in different thematic areas planned by the Lumbini Province and held following capacity building trainings. However, the activity couldn't completed.

#### **14.1.1 Interaction Programme on Strengthening Federal Governance System of Nepal**



The 22–23 of July 2022 saw the organization of a two-day interactive program on strengthening the Federal Governance System at Dreamland Resort, Rupandehi, Butwal. The workshop was organized by the Federalism Implementation Study and Parliamentary Monitoring Special Committee of the National Assembly organized the workshop with the coordination of the Secretariat of Provincial Assembly, Lumbini Province. Office of Chief Minister Council of Ministers (OCMCM) of Lumbini Province provided management assistance and helped for necessary arrangement of the workshop. The main objective of the workshop was to gather feedbacks, suggestions and inputs from the participants on the numerous issues presented by the public about the adaption of the Nepalese Federal Governance system after the promulgation of the new constitution 2072.



Participants expressing their views on relationship among federal, province, local government



Participants of the workshop

Speaker, Deputy Speaker, Provincial Parliamentary Members, Chief Minister of Lumbini Province, Leader of the Major Opposition Party, Chairman of the Subjective Committees, Provincial Government Officials, Officials from Provincial Planning Commission, Officials from Provincial Public Service Commission, Elected Representatives from LGs (Mayors, Deputy Mayors, Chairpersons, Deputy Chairpersons), Private Sectors, I/NGOs, Civil Society, and Media were present at the workshop's first day.

Principal Secretary, Secretaries/Officials from OCMCM, Secretaries/Chiefs from

various commissions, Provincial Ministry Secretaries, Chief District Officer, Officials from various Departments/Divisions/Offices, and Security Personnel from Lumbini province participated in the workshop's second day. The workshop's main leaders included the Speaker of the General Assembly, General Secretary of the Federal Parliament, Secretary of MOFAGA, Coordinator, and members of the Federalism Implementation Study and Parliamentary Monitoring Special Committee. The Chief Minister of the Lumbini Province was also present. The majority of attendees in the event expressed their support for the federal system and looked at areas for improvement.

The conclusive insights of the program was meant to be that the Federalism is one of the most significant and essential systems from a Nepalese standpoint. Major progress were shared and committed to strengthened the federalism in Nepal. The key suggestions, feedback and lessons were note down and shared to each provinces.

The key issues were province couldn't function well, it is unable to maintained the interrelationship among the federal and local government. LGs should cooperate with the province in development sectors as well as law formulation process, capacity of the provincial civil servants and slow pace of development work, institutionalized of monitoring and evaluation system, voice of disadvantage communities etc.

There were 382 participants including Male-333 and female-49 participants in the workshop. The no of Dalit-15, Janajati-76, Madeshi-38, Muslim-12 and B/C-241.

#### **Activity 14.2: Training to LGs planning, budgeting and result based monitoring and evaluation t LGs elected representatives and officials-4**

The activity couldn't completed

#### **Activity 14.3: Transformative leadership training to LGs elected representatives of Dalit women.- 1**

The activity couldn't completed

#### **Activity 14.4: Natural disaster management training -1**

The activity couldn't completed

#### **Activity 14.5: Training to LGs account officers/ non officers on financial discipline, public procurement act.-1**

The activity couldn't completed

#### **Activity 14.6: Capacity development training to computer operators of LGs**

The activity couldn't completed

#### **Networking and Server Management Training**

## **Background**

Based on the ASIP plan of PCGG Banke, the Provincial Center of Good Governance in Lumbini province conducted the 4 days Networking and Server Management Training for the local government ICT officers to give clarity on Networking and Server Management, Computer Networking, Network device configuration, Virtualization and Linux Operating System and Linux Virtual Host, DNS, and Samba Server system. On this programme total of 30 LGs ICT officers were invited from 9 districts and 27 had participated.

The inauguration programme, was conducted informally. Mr. Balram Sharma CD Expert PCGG Banke addressed the participants on the importance of the training and its utilization, and its impact on LGs. The training was facilitated by two professional facilitators who were invited from Kathmandu.

On the day 1st, Facilitator Mr. Kesheb Raj Pokharel facilitated the sessions. He facilitated the 4 sessions on this day. Participants knew on the subject of Network cabling as per cabling standards, Defining IP Address parameters as network requirements, Assigning IP Addresses statically in Windows, Assigning IP Addresses statically in Linux, and Assigning IP Address statically in MAC OS.

The information technology system consists of information obtained from data collection, processing, analysis, and statistical analysis. Large manpower, resources and time-consuming data can be achieved in a short period of time by using data collection, processing, and analysis technology. Networking and Server Management training support development work is being carried out at the local level, it is necessary to move forward by formulating a Networking and Server Management support to municipalities. The program was organized to further support and develop local-level data Networking and Server Management systems.

## **Objectives**

The main objective of the training is to enhance the capacity of LGs ICT officers in office networking Set-up up physical networks and troubleshooting.

The following content was delivered in 4 days training program.

- Set up physical network and troubleshoot IP Addresses for different OS.
- To provide the Practical session of Configure network devices
- Introduction to ICT officers on Virtualization and Linux Operating Systems.
- Participants well known for Configuring Linux Server systems.
- All participants will be enhanced their capacity and it will be used in LGs for better service delivery.

## **Outputs Delivered:**

The following outputs were delivered through this orientation

- A total 27 Participants (Male-25, Female- 2, Dalit- 0, Muslim-0, Madhesi-1, Janajati-3 BC-24, were received the Computer Networking training.
- Clarity on the concept of Computer Networking, Network device configuration system.
- Virtualization and Linux Operating System

Clarity on the concept of Linux Virtual Host, DNS, and Samba Server.

## **Methodology:**

The training was conducted in the workshop modality. The training resource persons conducted their sessions through practical presentations and hands-on exercises/guided practice.

## **First day**

### **1. First session**

The inauguration programme was conducted informally. Mr. Balram Sharma CD Expert PCGG Banke addressed the participants on the importance of the training and its utilization, and its impact on LGs. The training was facilitated by two professional facilitators who were invited from Kathmandu. They have presented introduced of the institute, its goals, objectives and vision, and services provided by the Academy.

Facilitator Mr. Kesheb Raj Pokharel facilitated the whole days sessions. He facilitated the 4 sessions on this day. Participants knew on the subject of Network cabling as per cabling standards, Defining IP Address parameters as network requirements, Assigning IP Addresses statically in Windows, Assigning IP Addresses statically in Linux, and Assigning IP Addresses statically in MAC OS.

## **The second day**

The chief secretary of OCMCM Mr. Suman Ghimire and executive director Mr. Yamkant Pandey monitored the training venue, accommodation, and overall management of the training. Executive Secretary Mr. Pandey collected the participant's views, issues, and remarks. The chief secretary facilitated a session regarding the Province Government e-Government plan & policy and Province Expectations from IT Officer. He also briefs on the training objectives and utilizations of training. He empowered the ICT officers on how to provide quality services in local government.

Of the second day, the acting chief secretary of OCMCM Mr. Suman Ghimire, and executive director Mr. Yamkant Pandey facilitated the session, ED Mr. Pande collected the participant's major achievements during their job responsibility in LGs. All participants shared the major outputs and achievements of ICT at the local level. OCT officers also shared the issues and challenges of the work environment. Participants shared their feelings and the current IT section status of local governments. Participants said that the LGs are not more focused in the IT section although the IT section plays a vital role in development. Acting chief secretary Mr. Suman Ghimire addressed to participants and empower them to work honestly. He ensures that OCMCM is always positive with IT officers and will support LGs on strengthen the IT section. Mr. Keshab Raj Pokharel and Raj Kumar Shrestha jointly conducted their presentation and conducted the session in an experimental manner. In this session, four topics was shared which mentioned herewith below.

- Installation of VMW, Configuration of Networks and another setting.
- Creating a Virtual Machine
- Basic Hardware Configuration, Installing OS on VM
- Linux GUI Environment, Accessing terminal and Basic Linux commands

## **Third day**

Of the third day, Mr. Keshab Raj Pokharel facilitated the session. He started the technical session and gave his presentation on Creating, displaying, and executing files and their content and Creating, listing, and accessing directories.

(The session was facilitated online and Hands-on Exercise).

Mr. Keshab Raj Pokharel facilitated and started the online session and made his presentation. In this session, the resource person gave a presentation on Creating user with different parameters, Creating groups, Modifying user account with parameters, Password aging policy Managing package using RPM and Creating a repository for YUM/DNF.

### **3. Third Session and 4<sup>th</sup> sessions (Technical Session)**

In the third session facilitated by jointly Both facilitators gave their presentations and conducted the session in an experimental method. This session was conducted on Concept and Application of Installation (Apache, PHP, MySQL) for advance package management and Introduction to virtual host, Virtual host setup in Linux, DNS Basic

#### **Fourth Day**

In the fourth day, the training started at 8:30 morning, all sessions of the day were facilitated by Mr. Keshab Raj Pokharel and Raj Kumar Shrestha jointly. They facilitated the sessions in online and workshop models. This session was conducted on the topic of herewith mentioned below.

- Creating, displaying, and executing files and their content and Creating, listing, and accessing directories.
- Creating user with different parameters, creating groups, modifying user account with parameters, Password aging policy Managing package using RPM, and Creating a repository for YUM/DNF.
- Installation (Apache, PHP, MySQL) for advanced package management.
- Introduction to virtual host, Virtual host setup in Linux, DNS Basic
- Installing and Configuring Samba Server, Creating Samba Share User, Accessing Samba share files from Samba client (Windows and Linux both)

During this training, IT and E-government expert Mr. Milan Shrestha also provided his input on quality delivery. Training sessions were delivered by Individual consults Mr. Keshab Raj Acharya, Suman Shrestha, and Milan Shrestha. The pre and post-test exams were conducted. The result of the pre-test is 47% and after training the post-test result found 88%.

The training closing ceremony was organized, and Mr. Balram Sharma CD Expert addressed the participants on the usefulness of the training, and the role of ICT officers in LGs overall IT sectors development. The training participants thanked PCGG to organized such training and gives the vote for thanks.

#### **Key Decisions/Recommendations**

- The duration of the training is short. Time schedules are so tight. Participants requested PCGG to reschedule the training duration.
- Participants said that while working at the local level as Information Technology Officers, the training can be used for office networking and server management. It supported capacitated LGs in IT-friendly work environments.
- It was suggested to organize such a program for at least 7 days.

It was suggested to conduct experimental training on computer networking, LGs website management, and new information technology tools in the subjects to be learned.

#### **Activity 14.7: Capacity development program for local level staff on Environment Assessment (IEE, EIA, BEA)-3**

The activity couldn't completed

#### **Activity 14.8: Orientation to 109 LGs elected representatives and officials on local government act 2074 and role and responsibility of LGs representatives-4**



The activity couldn't completed

**Activity 14.9: Orientation on Environment friendly local government-1**

The activity couldn't completed

**Activity 14.10: Conduct pre-service training for LGs staffs (residential training to newly appointed staff of LGs)-1**

The activity couldn't completed

**Activity 14. 11: Conduct in-service training for LGs staffs (Assistant level)-1**

The activity couldn't completed

**Activity 14. 12: Conduct in-service training for LGs staffs (Officer level)-1**

The activity couldn't completed

**Activity 14.13: Capacity development training to LGs ward secretaries on role and responsibility of ward chair and ward secretary, social security and quality service delivery-12 (10 events complete)**

**Background**

Since federalism is a work in progress, local governments are continuously adopting to ensure better governance to ensure effective service delivery. Through a multi donor-supported Provincial and Local Governance Support Programme (PLGSP) led by the Ministry of Federal Affairs and General Administration (MoFAGA).

On the first phase Province Centered Good Governance PCGG Nepalgunj conducted a events of the capacity development training entitled LGs elected ward chairperson capacity development training on local government operational Act 2074 and its provision. The program started on 2 September and closed on 4 September 2022.



Participants of the training Capacity development training to LGs ward Chair & secretaries

The objective of this training was to orient the newly elected all ward chairpersons of district on the local government operational Act 2074 and its provision for six municipalities (Malika RM, Dhurkot RM, Madane RM, Chandrakot RM, Resunga Municipality) The role and responsibility of ward chairperson. (The Major subjects of the training were attached in Annexes). The training was conducted in hotel Evergreen in Gulmi. The 1<sup>st</sup> event of the training was started from 2-4 Sept and 5-7 Sep 2022. PCGG Banke invited all above mentioned 12 LGS representatives of Gulmi district for the training.

The objective of this training was to orient the newly elected all ward chairpersons of Gulmi district on the local government operational Act 2074 and its provision. The role and responsibility of ward chairperson. (The Major subjects of the training were attached in Annexes). Prepared the training contents and facilitators was already developed by MoFAGA. There were 12 sessions planned in each groups and training venue was managed simultaneously. In the first group, 48 LGs representatives (ward chairpersons) from 6 LGs participated in the training. The residential training event has organized by applying the COVID protocol. The three days training was started and completed in 2-4 September 2022 where total 48 LGs representatives were participated. Total planned events in ASIP were 12 and till date 10 events were completed. Total 173 participants where 3 were women participated. Where Dalit-4, Janajati-46, Madeshi-0, Muslim-0, BC-123

### Objectives

The objective of this training was to orient the newly elected all ward chairpersons of Gulmi district on the local government operational Act 2074 and its provision. The role and responsibility of ward chairperson

### Outputs Delivered:

The orientation program was facilitated by quality facilitators trained by the Ministry of Federal Affairs and General Administration (MoFAGA). The trainer was already received ToT training form MoFAGA. During this training facilitators facilitated 12 different sessions regarding the Local Government

Operation Act 2074, and Development related topics for the newly elected ward chairpersons. The program was organized with the objective of involving the people's representatives (ward chairpersons) of all local levels of Gulmi district. Mr. Khildhoj Panthi Mayor of Resunga Municipality chaired the opening ceremony. Mr. Drona Khatri chaired as chief guest as a program representative of PLGSP. The training content was ward chairpersons' roles and responsibilities, local-level functions, duties and rights and interrelationship with About Local Governance (EFLG), Child-Friendly Local Governance (CFLG), Local Economic Development (LED), Gender, Equality, and Social Inclusion (GESI), Sustainable Development Goal (SDG), Local Institutional enhance Self-Assessment (LISA). Similarly, consideration to formation of UGs. Tole Development organization formation and mobilization, social security, vital registration, the role of ward office, office management, filing system, record and inventory management, meeting, meeting management, decision making, local level planning, revenue collection, reporting and important of report, monitoring and evaluation etc.

## Methodology

- ❖ The trainers used participatory methods in the training such as brainstorming, mini-lecture/short lecture with power-points, group discussion/presentation, game, stories and sharing of experiences. The participants were involved actively in learning activities.
- ❖ The level of knowledge on the subject matter was identified through pre-test and compared the improvement in knowledge and understanding level through post-test. The two days training was focused on making the participants clear on topics related to training.

### Activity 14.14: Training to LGs representatives and officials of Economic and entrepreneurship development-5

The activity couldn't completed

### Activity 14.15: Training for engineers/sub engineers on NBC, EBPS and building by-laws to municipalities-1

#### Background:

Provincial Center for Good Governance (PCGG) Lumbini Province organized 3 days National Building Code (NBC) training for local level engineers. The programme was organized at Babai Resort, Thakurdwara, Bardia on 23 Feb to 01 March 2023. Total 26 participants where all are man. The number of Dalit-1, Janajati-3, Madeshi-10, Muslim-0, B/C-12.

#### Objectives

The main objective of the Training was to deliver the following topics

- To make clear about recent changes in national building code and its implications.
- Design of all the classes of building.

- To give clear idea on building permit system and legal provision of NBC.

### Methodology

On the first day of the training, a short formal inauguration session was held being where PCGG Acting executive Director Mr. Ujir Prasad Neupane chaired the session. Mr. Surya Bahadur Bista, chief of District Coordination Committee, Bardiya was the chief guest and a brief introduction was held among participants. And External resource person Mr. Rabindar Adhikari, and Lalit Bhatt delivered the objective of training. The inauguration session was ended with the remarks by acting executive Director Mr. Ujir Prasad Adhikari.

After the inauguration session, Ms. Sanju Thapa Shrestha, Infrastructure Development expert facilitated the training to give role to the participant as reviewer, manager and entertainer, expectation collection was done and also the pretest was done for the measurement of the quality of training itself. Then the technical session was started by external RP who facilitated the session on introduction to NBC, Bylaws and building permit provision. Building classification, design classification, design requirement and earthquake engineering, design requirements of class C buildings (RCC). The session was delivered with the group discussion and interaction.



Participants of the training

The second day training was started with the review of previous day by one of the participant, the sessions was on design requirements of class C buildings (masonry), design requirement of class B and class A buildings, quality test and quality control in building construction, building permit system and legal provisions of NBC, sustainable development. The session was delivered with the group discussion and interaction.

The third day was started with the review of previous day by one of the participant, session was on recent changes in NBC 105 and its implications, check-list for building permit, action plan for effective implementation, case discussion, Field visit – basic evaluation of configuration and bylaws and NBC efficiency.

### Facilitators of the training

Training sessions were delivered by Mr. Rabindra Adhikari and Mr Lalit Bhatta, senior structural Engineer, Associate Professor, Cosmos College of Engineering and Technology. Training evaluation was carried out by IDE Expert to evaluate the achievement of training and further improvement. Finally, 3-days Training was ended with remarks of participants and closing remarks of section officer Manoj Kumar Tharu.

### Outputs delivered

Participants found the Training is effective and they were able to learn about the national building code, classification of the buildings and the design requirement of all types of buildings, including the building permit system and recent changes in NBC 105 and got detail knowhow. And finally they thanked the PLGSP for organizing the training.

### Key Decisions/Recommendations

- Participants were asking for the more longer periods for the training, they found 3 days not enough for learning more.
- Participants were asking for the training materials in pendrive on same date.

#### **Activity 14.16: Training for engineers/sub -engineers on preparation of DPR to LGs- First event**

##### **Background:**

Provincial Center for Good Governance (PCGG) Lumbini Province organized 3 days training from 1-3 Feb 2023 at Dreamland Gold Resort, Butwal for engineers on preparation of DPR to give clarity on preparation of DPR. The main objective of the Training was to deliver the following topics

- To make clear about the importance of DPR
- To prepare effective DPR report
- Enable engineers to check the DPR prepared by consultants

##### **Methodology**

On the first day of the training, a short formal inauguration session was held being where PCGG executive Director Mr. Kamansing Thapamagar chaired the session. Mr. Umakanta Chapai, chief of District coordination committee, was the chief guest and a brief introduction was held among participants. And External resource person Mr. Chabiraj Adhikari, delivered the objective of training. The inauguration session was ended with the remarks by executive Director Mr. Kamansing Thapamagar.

After the inauguration session, Ms. Sanju facilitated the training to give role to the participant as reviewer, manager and entertainer and also the pretest was done for the measurement of the quality of training itself.

Then the technical session was started by external RP who facilitated the session on introduction to DPR, content of DPR, laws and policies, on prerequisites for DPR preparation, need and scope of DPR etc. Similarly, Project Bank, relation of DPR and project Bank further on Understanding about the Detail study of the project sites by the experts and using relevant tools and techniques. Total 28 participants where all are male. The ethnicity wise involvement in the training were Dalit-0, Janajati-2, Madhesi-10, Muslim-0, B/C 16

On the second day, day was started with the review of previous day by one of the participant, the sessions was on Project Cycle and organization on detailed financial investment plan, Detailed procurement plan, Detailed work plan, Introduction to Contract management. The session was delivered with the group discussion and interaction.

On the third day, day was started with the review of previous day by one of the participant, session was on financial analysis and financial risk, on operation and maintenance design, Risk Management Plan.



Participants of the 3 days DPR training

##### **Facilitators of the training**

Training sessions were delivered by Mr. Chabiraj Adhikari, chief executive officer of Infrastructure Development Authority, Mr. Mohan KC. Planning and design expert, Tourism division office. IDE expert carried out the training evaluation to assess the overall training effectiveness and for future improvement. Participants found the Training is effective and they were able to learn about the preparation of DPR and the ToR and got detail knowhow on the sessions delivered. And finally they



thanked the PLGSP for organizing the training. Finally, 3-days Training was ended with remarks of participants and ED.

### **Outputs Delivered:**

Following Outputs were delivered through this training

- 3 days Training on preparation of DPR added more Clarity and concept to the preparation of DPR, ToR.
- Trained on steps and contents on the DPR report.
- Given clarity about the prerequisites for DPR, Project bank, detailed financial investment plan, Project cycle.

DRR and environmental impact analysis.

### **Key Decisions/Recommendations**

- Participants were asking for the more longer periods for the training, they found 3 days not enough for learning more.
- PCGG will provide training materials before the commencement of session.

## **Activity 14.16: Training for engineers/sub -engineers on preparation of DPR to LGs-Second event**

## **Activity 14.17: Training for engineers/sub -engineers on design on suspension bridge-1**

The activity couldn't completed

## **Activity 14.18: Training for assistant sub engineers on estimation, contract management and quality control-1**

### **Background**

Provincial Center for Good Governance (PCGG) Lumbini Province organized 4 days training for engineers and sub engineers on cost Estimation, contract management and Quality Control to give clarity on contract management, more clear idea on cost estimation and how to complete projects on time and how to assure the quality of project. The training was organized at The SR Hotel, Butwal on 26-29 Sep 2022.

### **Objectives**

The main objective of the Training was to deliver the following topics

- Planning process and construction management
- Project preparation steps (Survey, design, drawings, rate analysis, quantity estimate), BES, IEE, EIA.
- National standards for infrastructure, Procurement of works, service, method
- Bidding process, Bid evaluation procedure

- Contract management
- Quality control in infrastructure projects & quality Assurance plan
- Gabion wall, retaining wall and Bioengineering
- Layout of building, Preparation of Estimate, BOQ

## Methodology

On the first day of the training, a short formal inauguration session was held being facilitated by PLGSP Infrastructure Development Expert Sanju Thapa Shrestha where PCGG section officer Mr. Manoj Kumar Tharu chaired the session. Mr. Guru Pd Sharma, Infrastructure Expert from OCMCM was the chief guest and a brief introduction was held among participants. External resource person Mr. Nabaraj Sharma, delivered the objective of the training. The inaugural session was ended with the remarks by the Manoj Kumar Tharu of PCGG with a short introduction of PLGSP. Total 33 participants included 2 women. Dalit-0, Janajati-8, Madeshi-5, Muslim-1, B/C-19

After the inauguration session, the technical session was started by external RP who facilitated the session on introduction to planning process and construction management including local government operation Act-2074 and principle of procurement, BES, IEE, EIA, DPR. The 2<sup>nd</sup> session was on Project preparation steps, further more the third session was on National standard for infrastructure design. Similarly, the fourth session was on Introduction of procurement work.



Delivering the speech on inaugural session

On the second day, the session was started with the review of previous day by one of the participant, the first session was then started by external RP on work through users committee, second session on Bidding process, third session was on Bid evaluation and the fourth session was on Introduction to Contract management. The session was delivered with the group discussion and interaction.

In third day, the first session was started with the review of previous day. The first session was then started by external RP on Contract management process, on Quality control on infrastructure projects, and quality assurance plan second session was on responsibilities issues and practices in quality control and on Cause of landslide, technique of prevention of landslide, bioengineering. The session was delivered with the group discussion and interaction.

In the fourth day, the session was started with the review of previous day. The first and second session was then started by external RP on the field visit for the estimate and measurement for preparation of bills. Third and the fourth session was on the preparation of estimation and bill of quality of the previously measured field. Similarly the presentation from the participants: field and table work, examination of bills, field case study: why project fails?, Procurement process and development etc. Senior Divisional Engineer Naba Raj Sharma, Infrastructure Development office, Gandaki and Chief of Road and Infrastructure Development office Sachitananda Chaudhary took session.

Training evaluation was carried out before end the closing session of the training. Finally, the 4-days Training was ended with remarks of participants and end by Mr Manoj Kumar Tharu section officer of PCGG.

Participants said that the training was fruitful with coverage wider topics with need to added further clarity to their knowledge regarding estimation, quality Control and contract management.

### Key Decisions/Recommendations

- Participants were asking for the much longer periods for the training, they found 4 days not enough for learning more. They were request for some more sessions related to meditation and Yoga for the refreshment.
- PCGG will provide training materials before the commencement of session.

## 14.19 Cost Estimation, procurement management and quality control training to LGs Engineers (1 event completed)

### Background:

Provincial Center for Good Governance (PCGG) Lumbini Province oranized 3 days training for engineers on public procurement management was organized at Babai resort, Thakurdwara Municipality, Bardiya on 11-13 January 2023 to give clarity on procurement process , more clear idea on E-bidding , and discussion on the various issues related to procurement process. Total 28 participants were participated out of that 1 was women. The participation of Dalit-1, Janajati-4, Madeshi-1, Muslim-0 and B/C-22

### Objectives

The main objective of the Traning was to enhance the capacity of the engineer to make the effective service delivery of the LGs. The major session of the training were as follows.

- Introduction, importance , type of public procurement process
- Public procurement plan, rules, laws and local governance rules and improvement in procurement process
- Types of procurement : procurement of service , procurement of works
- Bidding document preparation, evaluation, agreement, and dispute management
- Yearly and multiple year project procurement process
- Risk in public procurement management
- Variation order, liquidated damage
- Introduction to E-bidding, process of E-bidding with its practical session



Participants of the traing Capacity development training to Engineers & Sub-engineers

### Inaugural Session:

On the first day of the training, a short formal inauguration session was held being facilitated by PLGSP staff where PCGG executive director Kaman sing Thapamagar chaired the session. Mr.Surya Bahadur Bista, Chairman of District coordination committee , bardiya was the chief guest and a brief introduction was held among participants. And external resource person Mr. Khadananda Adhikari delivered the objective of training. The inauguration session was ended with the remarks by Kaman sing Thapamagar executive director of PCGG with a short introduction of PLGSP.

After the inauguration session, Mr. Balram Sharma, Capacity Development Expert and Ms. Sanju, Infrastructure Development Expert of PCGG facilitated the training to give role to the participant as reviewer, manager and entertainer and also the pretest was done for the measurement of the quality of training itself. The introduction session of PLGSP, its working modality and the overall introduction of PCGG was given by Mr. Balram Sharma, Capacity Development Expert of PCGG. Then the 1<sup>st</sup> technical session was started by external RP who facilitated the session on introduction to planning process, introduction of public procurement. The 2<sup>nd</sup> session was on rules and regulation of local government and improvements to be made in procurement process, the third session was on process of public procurement, procurement of goods, procurement types.

In the second day, the session was started with the review of previous day by one of the participant, the first session was then started by external RP on document preparation for public procurement, agreements, dispute management and evaluation, second session on procurement of works, third session was on multiyear project procurement, procurement of consultant service.

In the third day the session was started with the review of previous day by one of the participant, the first session was then started by external RP on variation order, Liquidated damage, second session was on E-bidding process, preparation of documents and the third session was delivered with the group discussion and interaction on various issues on the procurement process.

Training sessions were delivered by Mr. Khadananda Adhikari chief of the district account comptroller Office, Mr. Ram Ashrey Shah Engineer of Infrastructure and building construction, and Mr. Gopi Punmagar Engineer of department of roads. Training evaluation was carried out by IDE Expert to evaluate the achievement of training and further improvement. The 3-days Training was ended with remarks of participants and closing remarks were delivered by Mr. Prem Narayan Shrestha Local Governance Expert PCGG.

#### **14.17 Training on Public Procurement Management to LGs officials (1 Events)**

The PLGSP/PCGG organized three days public procurement training to the LGs officials on 19-21 June, 2023 at Bardia with aims to provide comprehensive technical and empirical knowledge regarding public procurements. The programme also expected to make aware on the economy, transparency, efficiency, effectiveness, fairness, integrity, open/wider competition in the public procurements and optimum use of public resources. In the 1<sup>st</sup> day of the programme, Yam Kanta Pandey Under-Secretary of OCMCM was the chief guest inaugurated the program by reading the banner. Prem Narayan Shrestha LGE of PCGG welcomed the participants and wished to success the program and expect meaningful participation of the participants.

The major course contents of the training were principle of public procurement process including cycle, PP plan, provision of public procurement unit, stage of PP, specification, rate analysis. Preparation of cost estimate, quality control, procedure of procurement, tender, seal bid, involvement of UGs, NGOs, purchase bid, pre-bid meeting, characteristics, withdraw/modification, preparation of bid, qualification criteria, schedule of requirements, evaluation criteria, condition of contract (GCC, SCC), preparation of ToR, cost estimate, selection method, preparation of EOI, RFP, short listing process examination and evaluation for EOI, RFP, Evaluation report preparation. Similarly, Bid examination details, General

concept of Tax, its mobilization, payment, time extension etc. Bid management and agreement steps and ToR, electronic procurement process and fiscal procedure and responsibility, introduction with general information of PAN, TDS, VAT, E-TDS were the major thematic subjects of the trainings. Participants found very much enthusiasms and well appreciated of the training.

There was active participation from the various ministries and offices. Total 24 persons were participated. Male-22, Female-2. Dalit-1, Janajati-7, Madhesi-1, Muslim-0 & B/C-15

## **Methodology**

### **First day**

#### **Inaugural Session:**

On the first day of the training, a short formal inauguration session was held being facilitated by PLGSP staff where PCGG executive director Kaman sing Thapamagar chaired the session Mr.Surya Bahadur Bista, Chairman of District coordination committee , bardiya was the chief guest and a brief introduction was held among participants. And External resource person Mr. Khadananda Adhikari delivered the objective of training. The inauguration session was ended with the remarks by Kaman sing Thapamagar executive director of PCGG with a short introduction of PLGSP.

After the inauguration session, Mr. Balram Sharma , Capacity Development Expert and Ms. Sanju, Infrastructure Development Expert of PCGG facilitated the training to give role to the participant as reviewer, manager and entertainer and also the pretest was done for the measurement of the quality of training itself. The introduction session of PLGSP, its working modality and the overall introduction of PCGG was given by Mr. Balram Sharma , Capacity Development Expert of PCGG. Then the 1<sup>st</sup> technical session was started by external RP who facilitated the session on introduction to planning process Introduction of public procurement. The 2<sup>nd</sup> session was on rules and regulation of local government and improvements to be made in procurement process, further more the third session was on process of public procurement , procurement of goods, procurement types.

### **Second day**

On the second day, day was started with the review of previous day by one of the participant, the first session was then started by external RP on document preparation for public procurement , agreements , dispute management and evaluation, second session on procurement of works, third session was on multi year project procurement , procurement of consultant service.

### **Third Day**

On the day, day was started with the review of previous day by one of the participant, the first session was then started by external RP on variation order , Liquidated damage, second session was on E-bidding process, preparation of documents and the third session was delivered with the group discussion and interaction on various issues on the procurement process.

Training sessions were delivered by chief of Kosh तथा lekha niyantran karyalaya Mr. Khadananda Adhikari , Engineer of Infrastructure and building construction , Mr. Ram Ashrey Shah and Engineer of department of roads Mr. Gopi Punmagar .Training evaluation was carried out by IDE Expert to evaluate the achievement of training and further improvement. Finally, 3-days Training was ended with remarks of participants and closing remarks Team leader of PCGG Mr. Prem Narayan Shrestha.

Participants found the Training was fruitful and added further clarity to their knowledge regarding public procurement management.

## **Key Decisions/Recommendations**



- Participants were asking for the more longer periods for the training, they found 3 days not enough for learning more.
- PCGG will provide training materials before the commencement of session.

At the end of the day the participants expressed that the sessions were well captured important topics and issues in the procurement management cycle. They also said that, last session related to TDS and VAT focusing on the practical problems and issues were also very fruitful. Programme was interactive and real issues base. Resource Persons were delivered a theoretical as well as practical knowledge and skills with high confidence and put instances on the basis of current and past experiences.

### **Mainstreaming Gender Equality and Social Inclusion (GESI)**

In PLGSP programme GESI is one of the key priority areas which is internalized throughout the project cycle. It focused from the beginning of the program planning for GESI mainstreaming activities at provincial and local governments i.e., formulation of GESI policy/guideline, GESI Audit, GRB in PGs and LGs, GESI mainstreaming training in LGs and GESI and Leadership Training for the elected/nominated female, Dalit, Janajati, and others representative of Palika. Besides this focus intervention, PLGSP equally emphasized mainstream GESI as a cross-cutting issue in all interventions. Initially prepared a checklist to assess and monitor the quality of GESI in PLGSP and followed it to ensure GESI is well incorporated and mainstream in all steps of program interventions. In the beginning FY 2020/2021 PLGSP/PPIU Lumbini province developed a GESI mainstreaming road map to mainstream and internalized GESI in policy, program, budget, and service delivery of PGs and LGs. In the year of 2022/023 PLGSP completed GESI audit in all province ministries and all LGs of Lumbini province. GESI mainstreaming/GRB training to the province and LGs level were also completed. It was expected that after completion of the training each province ministries/departments/offices and LGs were aware and make their plan program as gender sensitive and make gender friendly working environment in their office premises.

### **Updated Provincial M&E Framework**

Monitoring and Evaluation framework is backbone of the PLGSP programme. Lumbini province has been updating the PLGSP/PPIU, provincial level monitoring and evaluation framework regularly and submitted to the PCU. Basically, the framework was described on outcome, sub-outcomes, output and output indicators, definition of indicators, baseline, targets of programme, means of verification, responsible agency and yearly wise activities plan from FY 2019-2023. The framework is very much important reference to analysis the target vs. achievements/progress set at the time of programme inception. It is the synopsis of the program and every official can understand in short period of time about the PLGSP programme and its target during its programme periods. However, it is needed to describe or elaborate some outcomes and outputs. Actually, in the framework some indicators have described briefly and some described in short form. So, each and every indicator has been critically analyzed and made more simplify to make more users friendly. On the base of that framework Provincial Annual Strategic Implementation Plan (PASIP) were prepared of since 2019-2023. The updated provincial level monitoring and evaluation framework a detail power point presentation was also prepared and submitted to PCU. Similarly, to clear the concept of M&E framework Raj Kumar Paudel

M&RE presented the overall details of framework to the PPIU TA team for getting the clear concept on M&E Framework of PLGSP.

### **Review of AMEP**

On the base of M&E framework, PLGSP TA team of Lumbini Province prepared Annual Monitoring and Evaluation Plan (AMEP) of 2022/2023. The plan is directly coincided with PASIP 2022/2023. AMEP describes output wise detailed activities, indicator (based on M&E framework) their milestone and quarterly breakdown of targeted annual activities which is updated in every quarter and submit to PCU through quarterly report. Actually, AMEP explicitly mention the quarterly progress synopsis which makes easy to understand the progress and achievement in short period of time. It helps to quick monitoring of the quarterly achievements which also assist to rethink the further plan to achieve the annual target of the programme.

### **Staff Meeting of PPIU team:**

It is the regular process. In the year of 2022/2023 Lumbini Province, PPIU team has been regularly organizing fortnightly staff meeting. Each meeting discussed the last time achievements and their plan and action to be taken for the upcoming month. Discussion on common issues, challenges and steps to be taken to overcome the issues is also being discussed at the meeting. The meeting has helped TA staff to align with P-ASIP and measure progress in successive steps and way forward towards achieving goals. TA staff has also been benefited by sharing and timely feedback from the team members and management. Periodic meetings have facilitated management in overview the performance of the team and made necessary course correction based on achieved progress and learnings. During the half-year period a total 12 times monthly meeting was organized.

### **Staff Meeting of PPIU and PCGG staffs**

PPIU of Lumbini Province initiated to organize joint monthly meeting with PPIU and PCGG TA team. Till the date 3 meetings were organized and sharing many issues and learning regarding the programme implementation. The main objectives of the meetings were to sharing the learning, problems, issues with their possible option to couple the obstacles. Generally, in the meetings, each Expert of their responsible activities progress and plan were shared. The support, involvement with technical input of thematic Expert of PPIU and PTA-PCGG vice/versa has been identified and expected to make more fruitfulness to accomplish the PASIP activities in time.

### **Training and Workshop**

Capacity building training and workshop is valuable and important because of its many long-term impacts. Which strengthened the individual level confidence, skills, knowledge, and proper utilization of resources. which can be fully implemented to achieve the programme goals and outcomes. Realizing

the fact that the PLGSP/PCU has planned to enhance the capacity of programme staffs as per their requirements related to their thematic areas.

### **PLGSP/PPIU and PCGG team Participated on Progress Review and Team Building ws at Pokhara**

Three days annual review and team building workshop was organized by PLGSP/PCU on 27-29 December, 2022 at Hotel Grande Pokhara. In the workshop staffs of PLGSP from MOGAGA/PCU to all seven provinces including PPIU and PLGSP (PPIU-PPM with TA team, PCGG-ED with TA team), representatives from UNDP were participated. The main objectives of the w/s were to review the-overall PLGSP progress till date of FY 2022/2023 and planning of remaining activities for future for effective implementation. To sharing the lesson learnt, best practice, success case of PLGSP between the province-to-province level as well as bottleneck and hindrance for the implementation of the program also mention, discussed, and find out the possible solution for future betterment. The overall aim of the programme was to find out where we stand against our plan and results in this contest.

In the beginning of the 1st day, Mr. Province Secretary/PPD of Gandaki chaired the workshop and requested province secretaries of others province as guest. Province Secretary/PPD of Gandaki province inaugurated the programme with lightening the oil lamp. The objectives and welcome speech was delivered by Hemraj Aryal Under-Secretary/NPM of MoFAGA/PLGSP/PCU. The overall facilitation of the workshop was done by Krishna Hari Banskota (Ex-secretary).

The workshop was not only the review of the progress but how to make team effective and create positive vibes among the team members were also the major parts. So the 3 days sessions has been designed to included Yoga Practices, Team Building related Games, Province talent show, New methodology of Introductions and getting to know one another, Participants Introductions, Progress Presentations, and finally the closing ceremony also accomplished. In the workshop the team was lead by PPM and PPD. Each province PPDs presented the overall achievements of FY 2022/2023 programme.

#### **The main findings of the programme as follows.**

- Based on PLGSP M&E framework, the presentation were prepared. Similarly, overall expenditure, lessons, case study, challenges way forward and future planning for FY 2022/2023 were also presented.
- This is the last year of the PLGSP prgramme. The overall expenditure of the program of the current FY was not satisfactory. It is expedited that the progress should be more than 90%.
- GESI should be mainstreaming.
- The capacity dev. for province and LGs has given high priority.
- PCGG should focus RIAP, LISA, PCGG, GESI, SuTRA which is the DPs indicators.

#### **Issues**

- Commitment of individuals' staffs of program implementation should be major part of PLGSP Success.



Participants of the Annual Review ws at Park Village Resort, Budhanilakantha Ktm on 7-8 Aug 2022

#### **Conclusions**

In the 3 days review workshop, provincial commitments were noted and PPIU, PCGG team mainly focused on to accomplish the PASIP of 2022/2023. PLGSP team especially concerned province PPIU and PCGG team should coordinate and support for programme implementation. Develop the sharing culture among the success case, issues, problems and their possible solution of the overall Program.

#### **Participants of the workshop from PLGSP Lumbini Province**

<b>Sn.</b>	<b>Name</b>	<b>Title</b>
1.	Ram Prasad Pandey	Secretary/PPD
2.	Yam Kanta Pandey	Under-Secretary/PPM
3.	Kaman Singh Thapa Magar	PPM/ED
4.	Prem Narayan Shrestha	Local Governance Expert
5.	Subas Yadav	Governance Cum Legal Expert
6.	Milan Shrestha	IT and e-governance Expert
7.	Satis Acharya	IPF Expert
8.	Nar Maya Sunar	GESI Expert
9.	Bishnu Neupane	Curriculum Expert
10.	Bala Ram Sharma	Capacity Dev. Expert
11.	Sanju Shrestha	Infrastructure Expert
12.	Sone Lal Kamat	Programme Associate
13.	Jogendra Chaudhari	Driver-PPIU
14.	Rajan Chapagain	Driver-PCGG

#### **PLGSP/PPIU and PCGG team Participated on CDMIS training at Panauti Kavre**

##### **Introduction**

Two days Capacity Development Management Information System (CDMIS) training was conducted by PLGSP/PCU on 9-10 August, 2022 at Hotel Diamong Resort, Panauti Karve. In the workshop PPIU, PCGG selected expert of all seven provinces were participated. In the 2 days workshop intensive technical subject matters like over view of CDMIS, set up and configuration of CDMIS, users creation like super users, users, admin and data entry before and after trainin/orientation were presented. The enrolling Resource Person, approving Resoruce Person, view and update of Resource Person were presented and taughted the methods. All the participants were learned and suggested to the technical team on their past knowledge and experiences on CDMIS. Finally, the PLGSP team committed to update the data in CDMIS.

As many as 45 technical assistance experts from PCGG and PPIU serving in seven provinces participated in the training. The participating experts includes Monitoring and Reporting Expert, IT & e-Governance Expert and Admin and Finance Assistant from PPIU side and Capacity Development Expert, Curriculum Development Expert and Program Assistant from PCGG side.

##### **Main observations and findings:**

In opening ceremony National Programme Director of PLGSP, Balaram Rijal, said that the training was organized to strengthen the capacity of the technical assistance employees, thereby improving the portal of CDMIS for effective management of records and disintegrated data of the participants so as to further improve public service delivery of sub-national government.

Likewise, National Programme Manager Chiranjivi Timilsina shared that the training will contribute to properly maintain disintegrated data-based evidence to monitor and show progress PLGSP made in enhancing capacity of the elected representatives and government officials.

Representing development partners, UNDP Federal Governance Specialist Ian MacDougall highlighted that this CDMIS system is a tool that can be used to elevate capacity for the effectiveness of training.

Nagesh Badu, e-governance specialist from PLGSP, start with the introductory session. He clarifies the need for new updated CDMIS, key modules and describe the linkage with KMS.

Technical session of the training was delivered by development team of the system. The session was conducted with live hands-on exercises. Participant were asked to performed different role to mimic real working scenario.

Participant engaged on lively discussion with resource person and share their experiences in peer group about CDMIS and KMS.

### **Major Learning Activities: CDMIS**

- CDMIS overview and Navigation.
- Enrolling participant in the system.
- Listing resource person in roaster.
- Administrator configuration and setup.
- Creating a new event including event details, session plan and linking resource materials with KMS
- Enlisting participant in the training, working with attendance.
- Working in post event activity.
- Generating and downloading reports.

### **Major Learning Activities: KMS**

- KMS overview and Navigation.

Creating learning module in KMS (Chapter, Lessons and uploading Audio-Visual Materials)

### **Participants of the workshop from PLGSP Lumbini Province**

Sn.	Name	Title
1.	Milan Shrestha	IT and e-governance Expert (PPIU)
2.	Chalitra Krishna Joshi	Admin and Finance Assistant (PPIU)
3.	Raj Kumar Paudel	Monitoring and Reporting Expert (PPIU)
4.	Bala Ram Sharma	Capacity Dev. Expert (PCGG)
5.	Bishnu Neupane	Curriculum Expert (PCGG)
6.	Sone Lal Kamat	Program Associate (PCGG)

### **Participate in Result Based Monitoring and Reporting ToT at Panauti Kavre**



To capacitate the OCMCM Officials and PLGSP TA team PLGSP/PCU organized 3 days intensive M&E TOT training at Hotel Diamond Resort, Panauti Kavre on 8-10 September 2022. A total 33 participant included MoFAGA, OCMCM of seven provinces; PLGSP/PPIU all M&E experts were participated. Monitoring and Reporting Expert Mr. Raj Kumar Paudel and Astha Raj Gautam Officer 7th were participants of the training.



Participants of the M&RE training on 8-10 Sept. 2022, Kavre Panauti

### 1. Main observations and findings:

In the beginning of the program, NPM Hem Raj Aryal welcomed the participants and explored the objectives of the training. In the opening ceremony National Programme Director of PLGSP, Balaram Rijyal, said that the training was organized to strengthen the capacity of the technical assistance employees especially MOFAGA, OCMCM Officials, and PLGSP M&E experts, of seven provinces. He said that the monitoring is always in shadow part but its importance is very high in every organization. However, MoFAGA/PLGSP/PPIU has given high priority in monitoring sectors, so the training is organizing in this regards. During the first session introduction of all participants were also accomplished.

In the technical sessions, Dr. Tirtha Dhakal and Prem Dwadi took the overall training delivery responsibility. These two resource persons facilitated overall training sessions and group work also performed in some sessions. Intensively the participants raised discussion and quarries.

Some practical base exercise made more clear to understanding the monitoring and evaluation log-frame like impact, affect, outcomes and activities. In some sessions group work and presentation were also performed which helped to make more clarity to understand some topics like making or develop indicators and develop ToR. Mr. Damodar Giri also assisted to the main trainers of the training. Similarly Rudra Tamang Joint Secretary of M&E Division of MoFAGA and Gokul Khadga Program Director of NPC Ktm were also delivered the sessions.

### 2. Major Learnings and matters of the training

- M&E concept, RBM&E system exercise, M&E system in Nepal
- M&E reporting format, Project M&E, Indicators
- Reporting format, Indicator inter linkage, Evaluation Methods Process
- Third party monitoring, ToR dev exercise, Final evaluation report

### 3. Key achievements

- Understanding the concept of Monitoring and Evaluation.
- How to develop indicators, impact, objectives, outcomes, outputs with indicators.
- Major consideration to formulate project and project cycle.
- Third party monitoring, ToR development and how to make final evaluation report were the major learnings of the training.

## IPF progress review workshop at Dhulikhel

PPD, GLE and IPF Expert participated IPF Review Workshop Program organized by PLGSP/PCU on 22-23 February 2023 at Dhulikhel. The main objectives of the workshop were to know the progress progress with the financial expenditure status till date and shring the challenges and lesson learned at

programme implementation. What challenges that we have faced and how to overcome the challenges to success the programme also another objective of the workshop.

In the first day of the programme Mr. Hemraj Aryal, National Program Manager of PLGSP, initiated the IPF review workshop that was launched by Mr. Krishna Hari Puskar, Secretary of MOFAGA, and delivered the opening remarks. He provided a brief introduction to the Innovative Partnership Fund and its importance for establishing strong local government and governance. He requested the participants to focus thoroughly on the entire operation and implementation process of IPF in the field, and



,Participants of the IPF progress review ws on 22-23 Feb. 2022, Dhulikhel

advised them to work on the critical components of a successful review workshop to make it more effective. Representatives from each province, including Provincial Program Directors, Governance cum Legal Experts, and IPF experts, participated in the technical session. During this session, each province presented an overview of the progress made in IPF projects, identified key issues, and proposed a way forward. All the provinces shared innovative concepts and potential opportunities for local governments from various perspectives, emphasizing the relevance of the review program for provincial and local governments. They requested improved learning opportunities and meaningful outcomes from the program.

The second day of the workshop began with a brief review of the previous day's events by Balaram Rijyal, who is the National Program Director. He explained that the purpose of the review was to introduce the fundamental topic of innovation and act as a forum for discussing potential innovative opportunities at the local level. Additionally, he mentioned that it was intended to assist provincial teams in overcoming issues with IPF implementation in the field and to encourage them to develop more innovative approaches for their projects during the remaining project period.

During the technical session on the second day, a representative from each province who was implementing IPF projects in their respective local areas gave a presentation. Most of the presentations were made by the Chief Administrative Officer (CAO), and some were made by IPF focal persons from each local level. Representatives from the United Nations Development Programme (UNDP) and other donor partners also participated in the session. The session was highly productive, with intensive in-depth discussions about each project.

At the final session, participants from different provinces were instructed to shuffle and form several groups. They held a public discussion forum to identify any mistakes or clauses that needed to be amended in the IPF guideline.

Finally, Mr. Balram Rijyal, the National Program Director, delivered his closing remarks and wished all the participants success in implementing IPF in the field before closing the program.

### **Main decisions of the meetings, interactions, and discussions**

- Each province made a commitment to take concrete actions and create an action plan for implementing the IPF in the field.
- Participants raised some important questions about the IPF guidelines, which were clarified during the workshop.

- The discussion forum helped identify potential challenges that might arise during IPF implementation and suggested solutions to tackle them.
- Participants were encouraged to add innovative components to their IPF projects during the remaining period of the project.

## Monitoring and Knowledge Management

### Monitoring and supporting from Programme Staff:

- PLGSP/PPIU TA team visited continuously to various province ministries to identify the capacity development training required to the Officials to participate various training organizing by PCU.
- Supported to PCGG to conduct and management of various types of training and workshop and Feedback and suggestions provided on training for future improvements.
- Technical Support to Province level ministries and LGs to consultation with IT Officers to improve the IT related activities (websites update and make uniformity).
- PPIU TA team frequently discussed and shared experience on IT sectors with Reg Bahadur Bhandari IT Specialist of OCMCM for the betterment of IT activities in Lumbini Province.
- PPD, PPM, PPIU TA team frequently visited to monitor IPF activities in the LGs. Total 20 times were visited in the different date and time.

### Monitoring from PCU/Donor:

#### 1. Monitoring by MOFAGA/PCU

During the period no any PCU Official visited in Lumbini Province

### Third Party Monitoring visit

Third Party monitoring team members led by Mr. Hari Dungana (Development Mgmt. and Governance) and Bhim Bhurtel (PFM expert and Development & Public Economics) visited PLGSP/PPIU Lumbini Province on 14 August 2022 (29 Shrawan 2079) for the purpose of monitoring of implemented program of the PLGSP/PPIU Lumbini Province. In the beginning of the consultation the team detail discussed with PPIU TA team in the PPIU achievements of FY 2021/2022. Individual thematic expert briefed the progress with reports and exhibit the supportive documents. The team examine the process, system and procedure of implemented activities and coordination mechanisms of concern stakeholders. The team visited OCMCM and consulted with PPD, PPM and put some quarries on programme implementation. The team visited Mayadevi Rural Municipality to observe IPF implementation progress. At the moment, the team discussed on IPF project outcomes with beneficiaries, local people and some elected representatives. The second time 3rd party monitoring visit on 3 July 2023. He asked many questions and quarries regarding the PLGSP sustainability, organization structure and work



.PPIU TA team with 3rd Party Monitoring team on 14 August 2022, at PPIU, Butwaal

effectiveness. He went through PASIP 2022/023 progress including financial and physical progress. At the moment he interacted with PPM and ED on the various issues and agendas on PLGSP achievements.

### **British Embassy Kathmandu team (BEK) visit PPIU Lumbini Province**

BEK Development Director, Ms. Pippa Bird's visited to Mayadevi Rural Municipality to observe the IPF project status till date of Mayadevi Rural Municipality on 3 September 2022. In the visit Representatives from UKAid PCU, UNOPS, PLGSP/PPIU TA team and Chairperson, Account Officer, Focal person, sub engineer and other staffs participated from the municipality side. In the visit Ms Pippa Bird and the team visited all the 12 houses, toilets, and buffalo sheds being constructed in the site. In the occasion detailed project implementation modality with progress till date was briefed on site was done by PPIU Experts to the entire team. The visit was done completely in an informal setting and the beneficiary group welcomed Ms Pippa Bird and the team with flowers. Ms Pippa Bird continuously interacted with the beneficiaries of the project during the entire visit. She was mainly concerned about how the project was awarded, the reasons behind selecting this specific community, how well the beneficiaries were well-known about this project and the support from where they are getting this fund and sustainability of the project. The interaction was facilitated by the UNOPS team and PPIU team. Before visit the site, the team was briefed by PPIU TA team on overall progress of PLGSP/PPIU and PCGG till date.

She also interacted with the rural municipality chairperson and other staffs and asked their support for the project if any issues.

#### **Issues and problems observed**

- One of the beneficiaries in Mayadevi Rural Municipality was having issues regarding her buffalo giving only around 2 liters of milk.
- The sanitary and hygiene part of the project
- Drinking water facilities still need to be managed well
- If there could be any land issues in future

#### **Main decisions of the meetings, interactions, and discussions**

- New buffalo will be provided to the beneficiary as committed by the municipality team who is having the issue regarding it.
- The house construction, all the finishing works, and hygiene works around the 12 houses of Mayadevi rural municipality will be completed at the end of Bhadra as per the commitment of municipality team.
- The drinking water facilities will be solved by installing hand pumps for the houses wherever not available.

Municipality team explained well regarding the land issues, and conclusions were made that the beneficiaries are safe there with no more issues for being homeless and landless in the future.

### **USAID Public financial Management Consultation team Visited PLGSP/PPIU Office Lumbini Province, Butwal**

USAID Public financial Management Consultation team visited PLGSP/PPIU Lumbini Province on 04 Dec 2022 (18 Mangsir 2079) to share the PLGSP/PPIU achievements till date and experience of



governance sectors as well as issues, challenge, opportunity to implement the activities especially financial management sectors. In the beginning of the programme Mr. Raj Kumar Paudel M&RE welcomed the team and highlighted the objectives and scope of the programme. He described the Goal, 3 outcomes and 14 different set of outputs that PLGSP work on with the output 4, 5, 6, 12 focus in Law, GESI, PFM, IPF respectively. He described the programme's major focus on GESI, PFM, IT, IPF, LISA with assistance to the provincial law making. He presented the progress of PLGSP/PPIU till date and strategy for implementation of remaining programme of FY 2022/2023.

During the presentation participants were asked many queries to clarify the programme. At the end of the presentation, Mr Ramesh Adhikari COR USAID briefed the counterparts on USAID assistance provided to Nepal and its modality. He also insisted that the USAID and PLGSP can jointly initiate the PFM sectors and USAID new PFM project can learn more from the projects. At the end of the discussion it was agreed that the both organization would continue to share their developments to leverage each other's support and minimize duplication.

### Participants List

Sn.	Name of Participants	Designation	Organization
1	Ramesh Adhikari		USAID
2	Paul Sisk	COP	USAID
3	Sanjaya Gyanwali	RM	USAID
4	Indu	GESI-Led	USAID
5	Hari Phyal	Co-ordinator PFM Province-2	USAID
6	Sushil Pandey	PFM Province-5	USAID
7	Baljit Volsa	PFM project	USAID
8	Raj Kumar Paudel	M&RE	PPIU

### Financial Progress

#### PPIU

In the year of 2022/2023 the total programme budget is NRs 12500000 and total expenditure of the year in the same heading (Excluding IPF) is NRs 7431066 (59%). Likewise, Total budget for operation and machinery is 7072000 and expenditure is NRs 5943670 (89%).

The total IPF budget was NRs 113178000 and the expenditure the same heading was 90631528 (80.0%).

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#### PCGG

The total programme budget is 136250000 and total expenditure in the heading is 93169454 (68%). Likewise, Total budget for operation and machinery is 7100000 and expenditure is 4609454 (61.5%).

The total budget of PTA building renovation/construction was NRs. 50000000 and the expenditure in the same heading was 1579155 (10%)

### Linkage and Coordination with DP

The PPIU Lumbini Province team has frequently coordinated, cooperated and collaborated Provincial Ministries, their departments, Offices, local governments and their associations, concern UN agencies like UNOPES, UNDP, USAID, UNICEF, UNFPA, giz, I/NGOs and CSOs etc. for effective



implementation of PLGSP program at province-level and local level. PLGSP/PPIU has consulted with the different stakeholders for quality program implementation and achieving program goals. Similarly, The initiation has been taken to coordinate and maintain relationships with Local Governments and Province Level Development Partners for collaboration, harmonization of field level programme. Regular coordination and consulted with MoFAGA/PCU for the betterment of the programme implementation. Likewise, it has been coordination and maintaining good relationship with local governments of the province and provincial ministries including Development Partners working in the province.

### **Coordination with Provincial Ministries and Offices:**

In the running FY 2022/2023 PPIU TA team has visited most of the provincial ministries, departments and offices; Province Planning Commission, Province Public Service Commission, Province Information and Communication Technology Academy/*Pratisthan*, Province Infrastructure Development Academy, Provincial Treasury Comptroller Office and discussed about PLGSP program. Identified the areas for joint work like SDG goals implementation, resource person for different types of training, joint monitoring programme etc were the key activities for involvement. Similarly, the key discussions with those provincial ministries and offices were to identify the scope for joint work, take their ideas, experience to develop the details plan for those activities' implementation. Various meetings and consultation with Officials were organized by PPIU with province ministries to discuss on PLGSP thematic areas implementation and support from concern ministries. Likewise, for implementation of GESI/GRB in province ministries a task force of focal persons has been formed and functioning very well. They have unanimously agreed to prepare provincial level GESI policy, guideline, and audit in their respective ministry as well.

### **Local Government:**

PPIU has been continuously coordinated with 109 local government for their capacity development and information management in different areas. PPIU, Butwal organized a Webinar Zoom meeting to orient LGs' IT Officers for uniformity of the website of LGs level. Especially, for coordinating to the ITOs and Chief Executive Officers for functioning, updating and uniformity of all LGs website. Similarly, more discussion and interaction with elected representatives and officials were performed at the moment of IPF guideline, concept note and full proposal writing orientation workshop.

### **Meeting with DP**

#### **UNDP, UNICEF, UNOPS, UK-Aid:**

PLGSP/PPIU participated an interagency coordination meeting with UNDP, UNICEF, UNOPS, UKAid-PCU, UNFPA MEDEPA and other UN agencies; shared the Programme and identified some of the areas for jointly work in FY 2022/2023 such as SDGs localization, governance accountability, CD plan, Periodic Plan etc. Similarly, informal conversation with UNDP, UNOPS on progress and activities implementation were also shared regularly.

#### **Other DPs, CSOs/I/NGOs:**

It is the regular process in consultation with DPs and CSOs and I/NGOs. In the year of 2022/2023 PLGSP/PPIU Office coordinated with DPs at province and related I/NGOs and organizations through

different means of communication and meeting to make program understand and governance related projects have to be mainstreamed through PLGSP' interventions.

Similarly, PCGG has also regularly coordinated MoFAGA/PLGSP/PCU/PPIU, Butwal and other province level ministries for seeking of technical support and guidance required for implementation of programme. Similarly, initiation has been taken to co-ordinate and maintain relationship with Local Governments and Province Level Development Partners for collaboration, aid effectiveness and harmonization of field level programme as well.

## Issues and challenges

During the six month period of the current fiscal year 2022/2023 OCMCM/PPIU/PCGG has faced some issues and challenges regarding the programme implementation. The key issues and challenges including way forward is illustrated in the below table:

SN	Issues/challenges	Way Forward
1	The election of local level and national level constituency has delayed the activities implementation.	PPIU and PCGG team continuously co-ordinated followed the precautionary measure of COVID-19 recommend by medical practitioner.
2.	Success of IPF programme implemented in the LGs	More focus need to be given to accomplish of the programme. PPD, PPIU and Officials of OCMCM and TA team should given priority.
3.	Completion of the PASIP due to the frequently changing the ED, PPM and PPD	PLGSP TA team regular coordinated with the concern authority of OCMCM and try to expediate the activities as early as possible.

## Lessons learned

- Regular consultations and sharing meeting among the team members and concerning authorities (OCMCM and line ministries) could help making of common understanding for programme implementation.
- Organized meeting by MOGAGA/PCU with PPD, PPM, FP and related Officials (including PPIU TA team) found more fruit-full to expedite the implementation activities and getting ownership of programme.
- Regular consultation and interaction with provincial ministries/offices and visit LGs to interact with elected representatives and staffs could support for internalizing PLGSP deep into the system.

## Recommendation/Suggestions

- Frequently visit the province by MoFAGA/PLGSP/PCU which need to organize consultative meeting at province level among MOFAGA, OCMCM/PPIU and PCGG for smoothly implementation of the program.

## PPIU Key Plan and Priority

- Implement PLGSP/P-ASIP for 2022/2023.
- Conduction PCC meeting
- IPF implementation as per its guideline. IPF progress review workshop.
- Approve GESI mainstreaming guideline by provincial government, its printing and conduct GESI Audit in 13 ministries.
- Selection of 2 LGs and regular monitoring to the LGs in IPF program.
- Preparation of SDG guideline its printing, dissemination and internalize the SDG localization guideline in PGs and LGs.
- Completion of organization & Management study of PG.
- Prepare concept note, proposal, budget breakdown of remaining planned activities.
- Mobilize IT network to improve provincial level information technology.
- Support to PCGG and co-ordinate to conduct Joint Monitoring Programme, PFM, LISA, CD plan, Periodic plan, GESI orientation training.
- Upgrading audit arrear system, prepar province government international control guideline and orientation on FRRAP at PG level.
- Meeting and co-ordination with different stakeholders and partner organization working in Lumbini Province.
- Regular coordinate to OCMCM to complete the PLGSP programme in time.

#### **Key Plan and Priority of PCGG:**

- Implementation of P-ASIP 2022/2023.
- Construct the physical infrastructure of PCGG.
- Strengthening and operation of lab
- Publication and dissemination of brochure, learnings and experiences with reports.
- Prepare concept note, proposal, budget breakdown of remaining planned activities.
- Select LGs and service providers/consultants for various activities i.e., Periodic Plan, Mid Term Expenditure Framework (MTEF), Fiduciary Risk Reduction Action Plan (FRRAP), CD Plan, RIAP, GESI mainstreaming and GESI Audit in all LGs
- Orient to LGs on social accountability tools like public audit, social audit, public hearing etc.
- Start organizing CD activities to the PLG staff/representatives.
- Develop curriculum for key training programme of PG and LG level.
- Meeting and Coordination with different stakeholders and partners.
- Grievances handling mechanism, Fiscal management, public procurement training, service entry training, LGs CD plan and PP.
- ToT on Local government operating act and child and differentially abled friendly local governance orientation.
- Service entry (induction) training, on the job training, develop provincial government capacity development plan, PFM related activities, public procurement training, quality control and estimation preparation training to engineers, sub engineers etc.

## Annex1: Consolidated results-based reporting against the targets of P/ASIP

Reporting Period: Half Yearly (17 July 2022-14 Jan 2023)

Output	Indicator, Activity, Milestone and PProgress											Rem arks	
	Indicator (Based on M&E Framework of PLGSP)	Activity	Milestone	Progress as of reporting period (Cumulative)									
				Target- Quarterly				Progress					
				1	2	3	4	1	2	3	4		
Output 4: Provincial governments drafted legislation in a consultative manner	# of Acts and Regulations passed by the Provincial Assembly that went through a committee process	Activity 4.1 Formulate Acts, regulations and guidelines of PGs	2 Laws.		2			*Public Hearing guideline and *Citizen Chartered Guideline To be approved by government					
	# of legislative acts drafted by PGs in consultation with LGs				2			GRB guideline- to be approved by government					
			Activity 4.4 Draft laws in consultation with LGs	2 laws drft		2							
Output 5: Modernized PG systems enable horizontal and vertical accountability to all citizens and mainstream GESI	# PGs conduct GESI audit	Activity 5.1 GESI audit of Provincial Ministries	13 provincial Ministry/Offices that have implemented GESI audited.		13			13 Provincial ministires completed.					
	Provincial Coordination Council strengthened and internal coordination enhanced												
		Activity 5.4 Provincial Coordination Committee Meeting	4 Meeting conducted on regular basis.	1	1	1	1	2 meeting conducted					
			Activity:5.10 SDGs Localization Guideline printing and dessimation	1 Guideline			1		The activities is not completed				
			Activity 5.15 Conduct capacity building training on GESI/ GRB for GESI civil servants/GESI focal person of PGs	1 training events completed		1			GESI/GRB training completed on 21-23 Dec 2022 (6-8 Paush 2079). Total 32 participants were participated included 27 male and 5 female (Dalit-1, Janajati-3, Muslim-0, Madeshi-1, B/C-27)				

		5.18 GESI implementation guideline printing and dissemination	1 Study report					The activities is not completed.	
		Activity 5.25 Conduct Organization and Management study of PG	1 Study report of 13 provincial ministry/Offices				1	The activities is not completed.	
Output 6: PGs manage provincial public administration functions more effectively	# PGs ministries and departments and institutions using a performance assessment system	Activity 6.1: Strengthen IT based information management system in PGs through mobilization of IT network	System/Workshop/Orientation		1			Public procurement and database mgmt. training completed	
		Activity 6.1: Upgrade Audit Arrear Software for full implementation	Data Update/Module/APIs			1		Province level 1 event completed	
		Activity 6.15: Develop internal control system guideline of PG	1 Guideline		1			Completed but not endorsed by government	
		Activity 6.19: Strengthen local governance through mobilization of volunteers (Volunteer mobilization for LG sectoral governance strengthening, service delivery and economic development.	Mobilized 10 volunteers	7				*8 volunteers were hired. (5 legal and 3 IT sectors) 5 male and 3 female. *Law formulation and public procurement training completed to volunteers and PG level participants. Total 25 participants. Male-22, Female-3. Dalits-0, Janjatis-3, Madheshi-2, Muslim-0, Brahman/Chhetri-20.	
		Activity 6.22: Organize orientation on Fiduciary Risk Assessment (FRA) system for PGs	1 event of Orientation		1			The activities is completed	
		Activity 6.30: Organize workshop/meeting at PG (with province and local government)	3 events of workshop		1	1	1	2 events of quarterly progress review workshop completed. 1 events of DPs meeting also completed	
Output 7: PCGGs made operational to deliver CD service	# of PCGGs established and functional (disaggregated by provinces)	Activity 7.2: Renovate/Construction physical infrastructure of PTA	1 building		1				



		<b>Activity 7.7</b> Organize cross sharing and learning visit for PTA and PPIU officials and staffs	1 Exposure visit			1		Completed. Total 13 participants where Male-10 and Female-3.	
		<b>Activity 7.8</b> Prepare CD training materials for PTA (Develop and publish materials- leaflet/brochure /learning materials/annual report)	1 IEC materials			1		The activity couldn't complete	
		<b>Activity 7.14</b> Strengthened and operation of digital lab at PTA	1 digital lab		1			The activity couldn't complete	
<b>Output 8:</b> Modernized LGs have strong administrative systems and accountable public financial management (PFM) system	100 % LGs adopt LISA tool and disseminate results through their website	<b>Activity 8.3</b> Prepare Revenue Improvement Action Planning (RIAP) of LGS	23 LGs Prepared RAIP		10	13		22 completee	
		<b>Activity 8. 4</b> Prepare Capacity Development Plan of LGs	24 LGs prepared CD plan		14	10		24 completee	
		<b>Activity 8.5</b> Prepare Periodic Plan of LGs	12 LGs prepared Periodic Plan		6	6		9 completed	
		<b>Activity 8.7</b> Conduct MTEF Refresher Training program for elected representatives and officials of LGs.	5 LGs oriented/coached for preparation of MTEF.		2	2	1	Completed. Total Male-143 & Female-10 were participated. Dalit-2, Janajati-10, Madeshi-13, Muslim-1 & B/C-127	
		<b>Activity 8.8</b> Organize refresher training for the implementation of LISA	5 LGs		2	2	1	Completed. Total Male-408 & Female-34. Dalit-10, Janajati-79, Madeshi-31, Muslim-1 & B/C-321	
		<b>Activity 8.9</b> Internal Control System(ICS) orientation on LGs level	Orientation to 35 LGS					The activity couldn't completed	
		<b>Activity 8.11</b> Organize refresher training and implementation of Fiduciary Risk Assessment in LGs.	Training to 50 LGs		5	20	20	5	Completed. Total Male-386 & Female-24. Dalit-7, Janajati-71, Madeshi-24, Muslim-2 & B/C-306

<b>Output 9:</b> LG systems enable horizontal and vertical accountability to all citizens		<b>Activity 9.1</b> Support LGs to implement downward accountability tools and mechanism (public hearing, social audit)	i) 7 LGs implemented downward accountability tools			2	5	The activity couldn't completed	
		<b>Activity 9.2</b> Workshop among PGs and LGs on local economic development for LG representatives/officials.	4 workshop events completed		2	2		The activity couldn't completed	
		<b>Activity 10.1</b> Organize capacity building training on GESI to the GESI Focal Person of LGs	4 Training		2	2		3 events completed. Total Male-19, Female-58. Dalit-1, Janajati-22, Madeshi-2, Muslim-0, Disable-1 & B/C-51	
<b>Output 10:</b> LG systems mainstream GESI in their service delivery	% PGs and LGs have endorsed a GESI strategy adopted by executive body								
		<b>Activity 10.2</b> Conduct GESI audit in LGs	GESI audit Conducted in 109 LGs	25	30	50	4	Completed	
		<b>Activity 10.4</b> Organize orientation on Gender Responsive Budgeting (GRB) for elected representatives and staff of LGs	14 events of Training/orientation completed	2	3	9		5 events completed. Total Male-77, Female-28. Dalit-2, Janajati-28, Madeshi-9, Muslim-0 & B/C-66	
	LGs adopted code of conduct to control exploitation and including sexual harassment	<b>Activity 10.5</b> Organize orientation on localization and contextualization of 'Code of Conduct to prevent workplace sexual harassment in LGs	15 orientation		5	5	5	Not completed	
		<b>Activity 10.6</b> Training on Transformative leadership building of elected women leaders	4 Training events	1	1	1	1		
		<b>Activity 10.7</b> Organize orientation on child-friendly and disable friendly local governance to LGs	5 LGs orientation		5			Not completed	
<b>Output 11:</b> LG systems enable citizen engagement and inclusive participation	LGs encouraged communities to participate in decision making process.	<b>Activity 11.2</b> Develop IEC materials to strengthen citizen engagement and inclusive participation.	1 IEC package developed	1				Not completed	
		<b>Activity 11.3</b> Support LG in strengthening grievances handling mechanisms (including help desk, toll free number, use of mobile app)	System set-up in LGs	1				Not completed	
<b>Output 12:</b> Innovative Partnership	IPF Board established in x provinces	<b>Activity 12.1:</b> Organize orientations on Innovative Partnership Fund (IPF)	12 events of meeting/orientation	3	3	3	3	10 Meeting completed	

Fund (IPF) is operational and transparently supporting LGs innovative practice	invested by IPF to LG for innovative projects	<b>Activity 12.3:</b> Implement innovative schemes at local level as per the guideline of Innovative Partnership Fund (IPF)	1 to be decided		0.25	0.25	0.50	A total 10 schemes were implemented (2 scheme new and 8 old).	
<b>Output 13:</b> Elected representatives and civil servants at the provincial level are incentivized and trained for delivering high quality services	# number of PGs' staff attend capacity development services or on the job short courses organized by PCGGs.	<b>Activity 13.1</b> Conduct training as indicated by CD need assessment report for the related government officials and representatives.	2 events training completed		1	1		Not completed	
		<b>Activity 13.1</b> Conduct training program on "Integrity, Morality and positive attitude and behaviour Knowledge and science" to elective representative and government officials	2 events training completed			1	1	2 events completed. Total Male-48, Female-23. Dalit-2, Janajati-7, Madeshi-5, Muslim-0 & B/C-57	
		<b>Activity 13.1</b> Development of curriculum module for capacity building training program for people's representatives and employees on need base.	4 Curriculum Module developed		2	2		Not completed	
		<b>Activity 13.1</b> Conduct training on hospitality, hygiene and safety for the support staff and drivers working in the Chief Minister's Office, various ministries and provincial level offices.	2 events training completed					2 events completed. Total Male-32, Female-7. Dalit-0, Janajati-9, Madeshi-2, Muslim-0 & B/C-28	
		<b>Activity 13.2</b> Interaction Program on Hospitality Management and Dining Etiquette to provincial high level elective representatives and government officials.	1 event of training completed				1	Completed. Total Male-31, Female-2. Dalit-0, Janajati-1, Madeshi-1, Muslim-0 & B/C-31	
		<b>Activity 13.4</b> Conduct service entry level training for Provincial level employees.	1 event training completed		1			Not completed	
		<b>Activity 13.5</b> Conduct In service level training for Provincial level employees.	1 event training completed		1			Completed. Total Male-22, Female-5. Dalit-1, Janajati-5, Madeshi-3, Muslim-0 & B/C-18	
		<b>Activity 13.6</b> Prepared capacity development plan of OCMCM, province ministries and province government organizations.	2 study report prepared			2			
	% of assembly members aware of their mandated roles and functions including in federalism and GESI	<b>Activity 13.8</b> Conduct tour program for observation, learning and discussion of good practice of inter-provincial level ministries (other than Lumbini province) to the government officials working in the province level.	1 event of field visit completed			1		Not completed	

		<b>Activity 13.16</b> Develop Revenue Improvement plan of selected PG ministry	1 plan prepared			1		Not completed	
<b>Output 14:</b> LGs' elected representative s and civil servants are empowered and trained for delivering high quality services	% of elected official (Mayor, Deputy Mayors, Ward Chair, Chiefs and Deputy Chiefs) believe they have the skills to deliver the mandate	<b>Activity 14.1</b> Orientation to LGs elected representatives and officials on federalism system of Nepal.	4 training events completed for elected representatives and staffs.	1	2	1		2 events Completed. Total Male-333, Female-49. Dalit-15, Janajati-76, Madeshi-38, Muslim-12 & B/C-241	
		<b>Activity 14.1</b> Capacity development porgram for local level staff on Environmnet Assesment (IEE,EIA,BEA)	3 events of training completed	1	1	1		Not completed	
		<b>Activity 14.1</b> Capacity development training to local level employees on social security and Vital Event Registration	3 events of CD training completed	1	1	1		Proposals with budget has been finalized and under process of conduct training.	
		<b>Activity 14.1</b> Transformative leadership training to LGs elected representatives of Dalit women.	IT leadership event completed					Not completed	
		<b>Activity 14.1</b> Natural disaster management training	1 events of training completed				1	Not initiated	
		<b>Activity 14.1</b> Training to LGs account officers/ non officers on financial discipline, public procurement act.	1 training event completed			1		Not initiated	
		<b>Activity 14.1</b> Training on local level economic development, entrepreneurship development and other issues	1 training event completed				1	Not completed	
		<b>Activity 14.1</b> Capacity Development Training (Based on the feedbacks of LISA, CD Plan and LGs demand) to LGs representatives and office	4 training events completed	1	1	1	1	Not completed	
		<b>Activity 14.1</b> Orientation to 109 LGs elected representatives and officials on local government act 2074 and role and responsibility of LGs representatives.	4 events Orientation completed in 109 LGs	2	2			Not completed	

		<b>Activity 14.1</b> Orientation on Environment friendly local government.	1 event orientation on EFLG framework completed				1	Not completed	
		<b>Activity 14.1</b> Capacity development training to LGs ward secretaries on role and responsibility of ward chair and ward secretary, social security and quality service delivery	12 training events completed		4	4	4	Completed	
		<b>Activity 14.1</b> Training for engineers / sub engineers on NBC, EBPS and building by-laws to municipalities.	2 training events completed				2	Completed	
		<b>Activity 14.1</b> Training for engineers/sub-engineers on design on suspension bridge	1 event training completed				1	Not completed	
		<b>Activity 14.1</b> Capacity development program for IT Officers and Computer operator	1 events training completed				1	Completed	
		<b>Activity 14.1</b> Training for assistant sub engineers on estimation , contract management and quality control .	1 event training completed				1	Completed	
		<b>Activity 14.1</b> Training for engineers and sub, engineers on estimation contract management and quality control.	2 events training completed				2	Not completed	
		<b>Activity 14.2</b> Training on LG result-based planning, budgeting and monitoring evaluation to LG elected representatives and officials.	4 events completed			2	2	4 events Completed. Total Male-124, Female-4. Dalit-2, Janajati-74, Madeshi-0, Muslim-0 & B/C-52	
		<b>Activity 14.3</b> Conduct pre-service training for LGs staffs (residential training to newly appointed staff of LGs)	1 event training completed			1		Not Completed	
		<b>Activity 14.3</b> Conduct in-service training for LGs staffs (Officer level)	2 training events completed		1	1		Not Completed	
		<b>Activity 14.3</b> Training on Public Procurement Management to LGs officials (1 Events)				1		1 event Completed. Total Male-22, Female-2. Dalit-1, Janajati-7, Madeshi-1, Muslim-0 & B/C-20	
		<b>Activity 14.3</b> Training on local Govt Acts, bylaws, role and responsibility of ward chair to LGs elected representatives (Ward Chairpersons) 4 Events				4		4 events Completed. Total Male-170, Female-3. Dalit-4, Janajati-46, Madeshi-0, Muslim-0 & B/C-123	
		<b>Activity 14.3</b> Cost Estimation, procurement management and quality control training to LGs Engineers (1 event completed)					1	1 event Completed. Total Male-31, Female-2. Dalit-0, Janajati-8, Madeshi-5, Muslim-1 & B/C-19	



		<b>Activity 14.3</b> In service training to LGs officials (1 Event completed)						1 event Completed. Total Male-12, Female-17. Dalit-0, Janajati-13, Madhesi-0, Muslim-0 & B/C-16	
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### Annex-1 IPF Periodic Progress Review Workshop (17-18 August 2022) -List of participants-Dang

S.N	Name	Position	LG Name	Signature	remarks
1	Sita Giri	vice Chairperson	Dhurkot Rural Municipality		
2	Gyanuram Panthi	Chief Administrative Officer	Dhurkot Rural Municipality		
3	Shyam Bahadur Karki	Focal Person	Dhurkot Rural Municipality		
4	Jhabindra Bhandari	MIS Oprator	Dhurkot Rural Municipality		
5	NA	Driver	Dhurkot Rural Municipality		
6	Baliuddhin Musalman	Chairperson	Mayadevi Rural Municipality		
7	Prameshwor Yadhav	Chief Administrative Officer	Mayadevi Rural Municipality		
8	Prakash Gautam	Account Officer	Mayadevi Rural Municipality		
9	Ram Chandra Chaudhary	Focal Person/ IT Officer	Mayadevi Rural Municipality		
10	NA	Driver	Mayadevi Rural Municipality		
11	Shiv Dayal Tiwari	Chairperson	Yasodhara Rural Municipality		
12	Tej Bahadur Singh	Chief Administrative Officer	Yasodhara Rural Municipality		
13	Dirgha N. Mishra	Programme coordinator	Yasodhara Rural Municipality		
14	Anil Kumar ojha	Focal Person/ IT Officer	Yasodhara Rural Municipality		
15	NA	Driver	Yasodhara Rural Municipality		
16	Ram Krishna Khad	Mayor	Tilottama Municipality		
17	Jeevan Gyawali	Chief Administrative Officer	Tilottama Municipality		
18	Madhav Prasad Pokhrel	Act. Chief Administrative Officer	Tilottama Municipality		
19	Krishna Prasad OPandey	Account Officer	Tilottama Municipality		

S.N	Name	Position	LG Name	Signature	remarks
20	Sudeep Dhakal	Focal Person/ IT Officer	Tilottama Municipality		
21	Parasuram Aryal	Driver	Tilottama Municipality		
22	Krishna Prasad Shrestha	Mayor	Sandhikharka Municipality		
23	Narayan Prasad Aryal	Chief Administrative Officer	Sandhikharka Municipality		
24	Nawaraj Gautam	Account Officer	Sandhikharka Municipality		
25	Hira Mani Parajuli	Focal Person	Sandhikharka Municipality		
26	NA	Driver	Sandhikharka Municipality		
27	NA	Driver	Sandhikharka Municipality		
29	Nim Bahadur KC	Chief Administrative Officer	Triveni Rural Municipality		
31	Prem Prakash Pun Magar	Focal Person	Triveni Rural Municipality		
33	Bhirendra Dangi	Driver	Triveni Rural Municipality		
34	Yem Bahadur Chidi	Chairperson	Mathagadhi Rural Municipality		
35	Sujan Basyal	Project coordinator	Mathagadhi Rural Municipality		
36	Santosh Dahal	Account Officer	Mathagadhi Rural Municipality		
37	Nityananda Khanal	Focal Person	Mathagadhi Rural Municipality		
38	Ramesh Lamichhne	Driver	Mathagadhi Rural Municipality		
39	Bed Bahadur Thapa	Chairperson	Kaligandaki Rural Municipality		
40	Baburam Palli	Chief Administrative Officer	Kaligandaki Rural Municipality		
42	Om Bahadur Thapa	Focal Person/ IT Officer	Kaligandaki Rural Municipality		
43	NA	Driver			
<b>PCC/Technical committee members</b>					
44	Shiv Pujan Yadhav	Member, Province Planning Commission			
45	Gita Acharya	Deputy Mayor, Rolpa Municipality, Rolpa			
46	Prakash Bista	Chairperson, Rapti Rural Municipality, Dang			
47	Sudeep Paudel	Mayor, Kapilvastu Municipality			
48	Durga Giri	Driver, PPC			

S.N	Name	Position	LG Name	Signature	remarks
49		Driver			
50		Driver			
51		Driver			
<b>OCMCM, Lumbini</b>					
52	Narendra Kumar Rana	Secretary, PPD			
53	Kaman Singh Thapamagar	Under-Secretary, PPM			
54	Rajan KC	Focal Person, Officer 7th			
55	Dinesh Singh Thakur	Account Officer, Officer 7th			
56	Dillaram Bhandari	Officer 6th			
57	Khadga BK	Officer 5th			
58	Ishowori Pokhrel	Office Attendant			
59	Kiran Adhikari	Driver			
60	Hem B. Pandey	Driver			
<b>PPIU TA Team</b>					
61	Satish Acharya	Innovative Partnership Fund Expert			
62	Raj Kumar Paudel	Monitoring and Reporting Expert			
63	Subas Yadav	Governance cum Legal Expert			
64	Narmaya Sunar	GESI Expert			
65	Chalitra Joshi	Admin Finance Assistant			
66	Jogendra Chaudhary	Driver			

## Annex 38: Half Yearly (2022/2023) Annual Financial Monitoring Report (FMR) of PLGSP-Lumbini Province

Provincial ASIP- Lumbini Province (Budget- NPR, in 000)

Activity Number	Activities	Milestone (Num)	Budget, Budget Line and Sources				Responsible agency /unit	Expenditure						
			Unit Budget	Budget	PLMBS	Funding Source		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Delivery %	Budget Balance
Activities through Provincial Programme Implementation Unit (PPIU)														
Output 4: Provincial Governments drafted legislation in a consultative manner														
4.1	Formulate acts, regulations and guidelines of PGs	2	500.00	1000.00	2.7.28.75	JFA	OCMCM/PPIU	0	0	0	663.14	663.14	66%	336.86
4.2	Draft laws in consultation with LGs	2	500.00	1000.00	2.7.28.76	JFA	OCMCM/PPIU	0	0	0	182.375	182.375	18%	817.63
Output 4: Total				2000.00	0.00	0.00	0.00	0.00	0.00	0.00	845.52	845.52	42%	1154.49
Output 5: Modernized PG systems enable horizontal and vertical accountability to all citizens and mainstream GESI										0	0	0		0.00
5.1	GESI audit of Provincial Ministries	13	100.00	1300.00	2.7.28.64	JFA	OCMCM/PPIU	0	0	0	1294.641	1294.641	100%	5.36
5.2	Provincial Coordination Committee Meeting	4	300.00	1200.00	2.7.28.14	JFA	OCMCM/PPIU	0	0	73.95	143.498	217.448	18%	982.55
5.3	SDGs Localization Guideline printing and dessimation	1	500.00	500.00	2.7.28.58	JFA	OCMCM/PPIU	0	0	0	0	0	0%	500.00
5.4	Conduct capacity building training on GESI/ GRB for GESI civil servants/GESI focal person of PGs	1	600.00	600.00	2.7.28.84	JFA	OCMCM/PPIU	0	495.998	0	0	495.998	83%	104.00
5.5	Conduct Organization and Management study of PG	1	700.00	700.00	2.7.28.41	JFA	OCMCM/PPIU	0	0	0	0	0	0%	700.00
5.6	GESI implementation guideline printing and dessimation	1	300.00	300.00	2.7.28.66	JFA	OCMCM/PPIU	0	0	0	0	0	0%	300.00
Output 5: Total				4600.00	0.00	0.00	0.00	0.00	496.00	73.95	1438.14	2008.09	44%	2591.91

Activity Number	Activities	Milestone (Num)	Budget, Budget Line and Sources				Responsible agency /unit	Expenditure						
			Unit Budget	Budget	PLMBS	Funding Source		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Delivery %	Budget Balance
Output 6: PGs manage provincial public administration functions more effectively								0	0	0	0	0		0.00
6.1	Strengthen IT based information management system in PGs through mobilization of IT network	1	700.00	700.00	2.7.28.47	JFA	OCMCM/PPIU	0	0	0	442.797	442.797	63%	257.20
6.3	Develop internal control system guideline of PG	1	500.00	500.00	2.7.28.77	JFA	OCMCM/PPIU	0	0	0	261	261	52%	239.00
6.4	Organize orientation on Fiduciary Risk Assesment (FRA) system for PGs	1	500.00	500.00	2.7.28.65	JFA	OCMCM/PPIU	0	0	0	450	450	90%	50.00
6.5	Organize workshops/meetings at provincial level	3	500.00	1500.00	2.7.28.78	JFA	OCMCM/PPIU	0	569.499	0	817.5	1386.999	92%	113.00
6.6	Upgrade Audit Arrear Software for full implementation	1	200.00	200.00	2.7.28.85	JFA	OCMCM/PPIU	0	0	0	0	0	0%	200.00
6.7	Strengthen local governance through mobilization of volunteers (Volunteer mobilization for LG sectoral governance strengthening, service delivery and economic development)	13	192.31	2500.00	2.7.28.48	JFA	OCMCM/PPIU	524.17	899.998	612.5	0	2036.668	81%	463.33
Output 6: Total				5900.00	0.00	0.00	0.00	524.17	1469.50	612.50	1971.30	4577.46	78%	1322.54
Output 12: Innovative Partnership Fund (IPF) is operational and transparently supporting LGs								0	0	0	0	0	0	0.00
12.1	Organize orientations on Innovative Partnership Fund (IPF)	12	300.00	3600.00	2.7.28.49	JFA	OCMCM/PPIU	585.244	1410.964	421.406	456.837	2874.451	80%	725.55
12.2	Implement innovative schemes at local level as per the guideline of Innovative Partnership Fund (IPF)	1	84578.00	84578.00	2.7.28.31	JFA	OCMCM/PPIU	0	0	0	84578	84578	100%	0.00
12.3	Implement innovative schemes at local level as per the guideline of Innovative Partnership Fund (IPF)	1	25000.00	25000.00	2.7.28.31	GoN	OCMCM/PPIU	0	0	0	3179.077	3179.077	13%	21820.92



Acti ty Num ber	Activities	Milestone (Num)	Budget, Budget Line and Sources				Responsi ble agency /unit	Expenditure						
			Unit Budget	Budget	PLMBI S	Fundi ng Sourc e		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Deliver y %	Budget Balance
Output 12: Total				113178 .00	0.00	0.00	0.00	585.2 4	1410. 96	421.4 1	88213. 91	90631.5 3	80%	22546.47
Operation Cost of PPIU								0	0	0	0	0	#DIV/0 !	0.00
15.1	Operation cost	12	464.33	5572.0 0		JFA	OCMCM/ PPIU	392.9 15	618.2 78	1130. 263	2331.6 17	4473.07 3	80%	1098.93
16.1	Machinery and equipment	1	1000.00	1000.0 0	11.3.7 .5	JFA	OCMCM/ PPIU	0	0	995.1 91	0	995.191	100%	4.81
16.1	Furniture & Fixtures	1	500.00	500.00	11.6.1 3.2	JFA	OCMCM/ PPIU	0	0	336.5 14	138.86 9	475.383	95%	24.62
Operation cost: Total				7072.0 0	0.00	0.00	0.00	392.9 2	618.2 8	2461. 97	2470.4 9	5943.65	84%	1128.35
Total output 4, 5, 6, 12, and operational cost:				132750 .00	0.00	0.00	0.00	1502. 33	3994. 74	3569. 82	94939. 35	104006. 24	78%	28743.76
Activities through Provincial Center for Good Governance (PCGG)								0	0	0	0	0		0.00
Output 7 : PCGGs made operational to deliver capacity development (CD) service								0	0	0	0	0		0.00
7.1	Renovate/Construction physical infrastructure of PTA	1	50000.00	50000. 00	11.1.2 .2	JFA	PTA/PCG G	0	0	488.1 6	1090.9 95	1579.15 5	3%	48420.85
7.2	Organize cross sharing and learning visit for PTA and PPIU officials and staffs	1	700.00	700.00	2.7.28 .42	JFA	PTA/PCG G	0	609	0	0	609	87%	91.00
7.3	Prepare CD training materials for PTA (Develop and publish materials-leaflet/brochure /learning materials/annual report)	1	500.00	500.00	2.7.28 .43	JFA	PTA/PCG G	0	0	0	400.45 7	400.457	80%	99.54
7.4	Strengthened and operation of digital lab at PTA	1	500.00	500.00	2.7.28 .44	JFA	PTA/PCG G	0	0	0	0	0	0%	500.00

Activity Number	Activities	Milestone (Num)	Budget, Budget Line and Sources				Responsible agency /unit	Expenditure						
			Unit Budget	Budget	PLMBS	Funding Source		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Delivery %	Budget Balance
Output 7: Total				1700.00	0.00	0.00	0.00	0.00	609.00	0.00	400.46	1009.46	59%	690.54
Output 8: Modernized LGs have strong administrative systems and accountable public financial management (PFM) system.								0	0	0	0	0		0.00
8.1	Prepare Revenue Improvement Action Planning (RIAP) of LGs	23	500.00	11500.00	2.7.28.67	JFA	PTA/PCGG	0	0	379.74	9900	10279.74	89%	1220.26
8.2	Prepare Capacity Development Plan of LGs	24	500.00	12000.00	2,7,28.68	JFA	PTA/PCGG	0	0	379.47	10800	11179.47	93%	820.53
8.3	Prepare Periodic Plan of LGs	9	2000.00	18000.00	2.7.28.32	JFA	PTA/PCGG	0	0	471.796	15037.813	15509.609	86%	2490.39
8.4	Conduct MTEF Refresher Training program for elected representatives and officials of LGs.	5	1000.00	5000.00	2.7.28.79	JFA	PTA/PCGG	0	4006.463	0	0	4006.463	80%	993.54
8.5	Organize refresher training for the implementation of LISA	5	1000.00	5000.00	2.7.28.80	JFA	PTA/PCGG	0	4938.07	0	0	4938.07	99%	61.93
8.6	Organize refresher training and implementation of Fiduciary Risk Assessment in LGs.	50	100.00	5000.00	2.7.28.50	JFA	PTA/PCGG	0	978.339	3325	0	4303.339	86%	696.66
8.8	Internal Control System(ICS) orientation on LGs level	35	100.00	3500.00	2.7.28.51	JFA	PTA/PCGG	0	0	0	0	0	0%	3500.00
Output 8: Total				60000.00	0.00	0.00	0.00	0.00	9922.87	4556.01	35737.81	50216.69	84%	9783.31
Output 9: LG systems enable horizontal and vertical accountability to all citizens								0	0	0	0	0		0.00
9.1	Support LGs to implement downward accountability tools and mechanism (public hearing, social audit)	7	150.00	1050.00	2.7.28.81	JFA	PTA/PCGG	0	0	70	0	70	7%	980.00

Activity Number	Activities	Milestone (Num)	Budget, Budget Line and Sources				Responsible agency /unit	Expenditure						
			Unit Budget	Budget	PLMBS	Funding Source		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Delivery %	Budget Balance
9.2	Workshop among PGs and LGs on local economic development for LG representatives/officials.	4	500.00	2000.00	2.7.28.71	JFA	PTA/PCG	0	0	0	0	0	0%	2000.00
Output 9: Total				3050.00	0.00	0.00	0.00	0.00	0.00	70.00	0.00	70.00	2%	2980.00
Output 10: LG systems mainstream GESI in their service delivery								0	0	0	0	0		0.00
10.1	Conduct GESI Audit in LGs	109	150.00	16350.00	2.7.28.37	JFA	PTA/PCG	0	0	956.07	15254.884	16210.891	99%	139.11
10.3	Organize orientation on Gender Responsive Budgeting (GRB) for elected representatives and staff of LGs	12	700.00	8400.00	2.7.28.33	JFA	PTA/PCG	0	1332.187	1125.396	3360.916	5818.499	69%	2581.50
10.4	Organize orientation on child-friendly and disable friendly local governance to LGs	5	200.00	1000.00	2.7.28.74	JFA	PTA/PCG	0	0	0	0	0	0%	1000.00
10.5	Organize capacity building training on GESI to the GESI Focal Person of LGs	3	700.00	2100.00	2.7.28.39	JFA	PTA/PCG	1699.48	0	0	0	1699.48	81%	400.52
10.6	Organize orientation on localization and contextualization of 'Code of Conduct to prevent workplace sexual harassment in LGs	15	200.00	3000.00	2.7.28.69	JFA	PTA/PCG	0	0	0	0	0	0%	3000.00
10.7	Training on Transformative leadership building of elected women leaders	4	700.00	2800.00	2.7.28.87	JFA	PTA/PCG	0	0	0	0	0	0%	2800.00
Output 10: Total				33650.00	0.00	0.00	0.00	1699.48	1332.19	2081.40	18615.80	23728.87	71%	9921.13
Output 11: LG systems enable citizen engagement and inclusive participation								0	0	0	0	0		0.00
11.2	Develop IEC materials to strengthen citizen engagement and inclusive participation.	1	500.00	500.00	2.7.28.45	JFA	PTA/PCG	0	0	0	50	50	10%	450.00

Activity Number	Activities	Milestone (Num)	Budget, Budget Line and Sources				Responsible agency /unit	Expenditure						
			Unit Budget	Budget	PLMBIS	Funding Source		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Delivery %	Budget Balance
Output 11: Total				500.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	50.00	10%	450.00
Output 13: Elected representatives and civil servants at the provincial level are trained for delivering high quality services								0	0	0	0	0		0.00
13.1	Interaction Program on Hospitality Management and Dining Etiquette to provincial high level elective representatives and government officials.	1	1200.00	1200.00	2.7.28.61	JFA	PTA/PCGG	1180.448	0	0	0	1180.448	98%	19.55
13.2	Conduct training as indicated by CD need assessment report for the related government officials and representatives .	2	700.00	1400.00	2.7.28.46	JFA	PTA/PCGG	0	0	0	505.817	505.817	36%	894.18
13.3	Conduct training program on "Intregrety, Morality and positive attitude and behaviour Knowledge and science" to elective representative and government officials	2	800.00	1600.00	2.7.28.88	JFA	PTA/PCGG	0	529.025	0	0	529.025	33%	1070.98
	Develop Revenue Improvement plan of selected PG ministry	1	500.00	500.00	2.7.28.55			0	0	0	492.228	492.228	98%	7.77
13.4	Development of curriculum module for capacity building training program for people's representatives and employees on need base.	4	200.00	800.00	2.7.28.53	JFA	PTA/PCGG	0	0	0	0	0	0%	800.00
13.5	Conduct tour program for observation, learning and discussion of good practice of inter-provincial level ministries (other than Lumbini province) to the government officials working in the province level.	1	500.00	500.00	2.7.28.54	JFA	PTA/PCGG	0	0	0	0	0	0%	500.00
13.6	Conduct service entry level training for Provencal level employees.	1	800.00	800.00	2.7.28.82	JFA	PTA/PCGG	0	0	0	0	0	0%	800.00
13.7	Conduct In service level training for Provincial level employees.	1	1400.00	1400.00	2.7.28.70	JFA	PTA/PCGG	0	0	321.529	1000	1321.529	94%	78.47
13.8	Conduct training on hospitality, hygiene and safety for the support staff and drivers working in the Chief Minister's Office, various ministries and provincial level offices.	2	500.00	1000.00	2.7.28.72	JFA	PTA/PCGG	0	828.929	0	0	828.929	83%	171.07

Activity Number	Activities	Milestone (Num)	Budget, Budget Line and Sources				Responsible agency /unit	Expenditure						
			Unit Budget	Budget	PLMBS	Funding Source		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Delivery %	Budget Balance
13.9	Prepared capacity development plan of OCMCM, province ministries and province government organizations.	2	500.00	1000.00	2.7.28.52	JFA	PTA/PCG G	0	0	0	0	0	0%	1000.00
Output 13: Total				10200.00	0.00	0.00	0.00	1180.45	1357.95	321.53	1998.05	4857.98	48%	5342.02
Output 14: LGs elected representatives and civil servants are empowered and trained for delivering high quality services								0	0	0	0	0		0.00
14.1	Orientation to LGs elected representatives and officials on federalism system of Nepal.	4	700.00	2800.00	2.7.28.34	JFA	PTA/PCG G	1920	0	0	863.004	2783.004	99%	17.00
14.2	Training on LG planning, budgeting and result-based monitoring evaluation to LG elected representatives and officials.	4	700.00	2800.00	2.7.28.35	JFA	PTA/PCG G	1691.771	0	0	0	1691.771	60%	1108.23
14.3	Capacity development program for local level staff on Environment Assessment (IEE,EIA,BEA)	3	400.00	1200.00	2.7.25.33	JFA		0	0	0	0	0	0%	1200.00
14.4	Capacity development training to local level employees on social security and Vital Event Registration	3	350.00	1050.00	2.7.25.34	JFA		0	0	0	0	0	0%	1050.00
14.5	Transformative leadership training to LGs elected representatives of Dalit women.	1	700.00	700.00	2.7.28.83	JFA	PTA/PCG G	0	0	0	0	0	0%	700.00
14.6	Natural disaster management training	1	700.00	700.00	2.7.28.73	JFA	PTA/PCG G	0	0	0	0	0	0%	700.00
14.7	Training to LGs account officers/ non officers on financial discipline, public procurement act.	1	700.00	700.00	2.7.28.38	JFA	PTA/PCG G	0	0	300	400	700	100%	0.00
14.8	Training on local level economic development, entrepreneurship development and other issues	1	700.00	700.00	2.7.28.90	JFA		0	0	0	0	0	0%	700.00
14.9	Capacity Development Training (Based on the feedbacks of LISA, CD Plan and LGs demand) to LGs representatives and office	4	700.00	2800.00	2.7.28.56	JFA	PTA/PCG G	0	0	0	0	0	0%	2800.00

Activity Number	Activities	Milestone (Num)	Budget, Budget Line and Sources				Responsible agency /unit	Expenditure						
			Unit Budget	Budget	PLMBS	Funding Source		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Delivery %	Budget Balance
14.10	Orientation to 109 LGs elected representatives and officials on local government act 2074 and role and responsibility of LGs representatives	4	700.00	2800.00	2.7.28.89	JFA	PTA/PCG G	2800	0	0	0	2800	100%	0.00
14.1	Orientation on Environment friendly local government	1	700.00	700.00	2.7.28.36	JFA	PTA/PCG G	0	0	0	0	0	0%	700.00
14.12	Conduct pre-service training for LGs staffs (residential training to newly appointed staff of LGs)	1	700.00	700.00	2.7.28.59	JFA	PTA/PCG G	0	0	0	0	0	0%	700.00
14.13	Conduct in-service training for LGs staffs (Officer level)	2	1400.00	2800.00	2.7.28.60	JFA	PTA/PCG G	0	0	552.182	1000	1552.182	55%	1247.82
14.14	Capacity development training to LGs ward secretaries on role and responsibility of ward chair and ward secretary, social security and quality service delivery	12	150.00	1800.00	2.7.28.62	JFA	PTA/PCG G	0	0	0	278.899	278.899	15%	1521.10
14.2	Training for engineers / sub engineers on NBC , EBPS and building by-laws to municipalities.	2	700.00	1400.00	2.7.28.57	JFA	PTA/PCG G	0	0	0	687.494	687.494	49%	712.51
14.16	Training for engineers/sub -engineers on design on suspension bridge	1	700.00	700.00	2.7.28.40	JFA	PTA/PCG G	0	0	0	0	0	0%	700.00
14.17	Capacity development program for IT Officers and Computer operator	1	700.00	700.00	2.7.28.86	JFA		0	0	0	696.695	696.695	100%	3.30
14.18	Training for assistant sub engineers on estimation , contract management and quality control .	1	700.00	700.00	2.7.28.91	JFA	PTA/PCG G	0	0	635.85	0	635.85	91%	64.15
14.2	Training for engineers and sub engineers on estimation , contract management and quality control .	2	700.00	1400.00	2.7.28.63	JFA	PTA/PCG G	0	0	0	1410.565	1410.565	101%	-10.57
Output 14: Total				27150.00	0.00	0.00	0.00	6411.77	0.00	1488.03	5336.66	13236.46	49%	13913.54



Acti ty Num ber	Activities	Milestone (Num)	Budget, Budget Line and Sources				Respon sible agency /unit	Expenditure						
			Unit Budget	Budget	PLMBI S	Fundi ng Sourc e		Total Q1	Total Q2	Total Q3	Total Q4	Grand Total	Deliver y %	Budget Balance
Operation Cost of PCGG								0	0	0	0	0		0.00
15.1	Operation cost	1	5600.00	5600.00		JFA	OCMCM/ PTA	320.946	567.558	969.405	1926.79	3784.699	68%	1815.30
15.2	Machinery and equipment	1	750.00	750.00	11.3.2.2	JFA	OCMCM/ PTA	0	0	0	377.7	377.7	50%	372.30
15.3	Furniture & Fixtures	1	450.00	450.00	11.6.1.3.2	JFA	OCMCM/ PTA	0	0	0	147.055	147.055	33%	302.95
15.4	Motor Cycle Purchase	1	300.00	300.00	11.3.2.6	JFA	OCMCM/ PTA	0	0	0	300	300	100%	0.00
Operation cost: Total				7100.00	0.00	0.00	0.00	320.95	567.56	969.41	2751.55	4609.45	2.51	2490.55
PTA/PCGG Total:				143350.00	0.00	0.00	0.00	9612.65	13789.57	9486.38	64890.32	97778.91	68%	45571.09
Total (PPIU+PCGG)				276100.00	0.00	0.00	0.00	11114.97	17784.31	13056.20	159829.67	201785.15	73%	74314.85

**PPIU**  
Disaggregate data  
2022/2023

S. N	Total Trainings conducted of each output	Provincial Government						Local Governments						Total						Total	Total							
		Elected Represent atives		Officials		Other s		Elected Representati ves		Officia ls		Other s		Elected Representa tives		Officials		Othe rs			Dalit	Janajati	Madhesi	Muslim	B/c	Others	Disable	Remarks
		M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F									
	Output 4	0																	0									
	Output 5	0																	0									
1	Activity 5.15: Conduct capacity building training on GESI/ GRB for GESI civil servants/GESI focal person of PGs.	0	0	27	5	0	0	0	0	0	0	0	0	0	0	27	5	0	0	32	1	3	1	0	27	0	0	
	Output 6																											
2	Activity 6.19.1 Strengthen the capacity of volunteers *Organized Law formulation and Public Procurement training to PGs level (Volunteers & Provincial Ministries Officials)	0	0	22	3	0	0	0	0	0	0	0	0	0	0	22	3	0	0	25	0	3	2	0	20	0	0	00
3	Training on Fiduciary Risk Reductio Assessment Online System for Provincial Ministries/Departments/ Offices	0	0	36	4	0	0	0	0	0	0	0	0	0	0	36	4	0	0	40	1	6	2	0	31		0	
4	PIS orientation at PG level Officials	0	0	36	1	0	0	0	0	0	0	0	0	0	0	36	1	0	0	37	1	6	2	0	28	0	0	0
	Total Lumbini Province PPIU	0	0	121	13	0	0	0	0	0	0	0	0	0	0	121	13	0	0	134	3	18	7	0	106	0	0	0

**PCGG**  
Disaggregate data  
2022/2023

Total Trainings conducted of each output	Provincial Governments						Local Governments						Total						Grand Total	GESI Status							
	Elected Representatives		Officials		Others		Elected Representatives		Officials		Others		Elected Representatives		Officials		Others			Ethnicity						Differently abled	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	PG +LG	Dal	Jana	Mad.	Mus.	B/c	Other	Disse	Rem.
Output : 7 Inter provincial learning sharing exposure visit (2.7.28.42)	0	0	0	0	0	0	0	0	10	3	0	0	0	0	10	3	0	0	13	0	5	1	0	7	0	0	
Learning Materials, Annual report published (2.7.28.43)	0	0	0	0	0	0							0	0	0	0	0	0	0								
Output:8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Draft report presentation by consultant and feedback of periodic plan	0	0	0	0	0	0	0	0	23	1	0	0	0	0	23	1	0	0	24	0	5	1	0	18	0	0	0
Conduct MTEF Refresher Training program for elected	0	0	0	0	0	0	0	0	143	10	0	0	0	0	143	10	0	0	153	2	10	13	1	127	0	0	0

Total Trainings conducted of each output	Provincial Governments						Local Governments						Total						Grand Total	GESI Status							
	Elected Representatives		Officials		Others		Elected Representatives		Officials		Others		Elected Representatives		Officials		Others			Ethnicity						Differently abled	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	PG +LG	Dal	Jana	Mad.	Mus.	B/c	Other	Disse	Rem.
representatives and officials of LGs.																											
Organize refresher training for the implementation of LISA	0	0	0	0	0	0	0	0	408	34	0	0	0	0	408	34	0	0	442	10	79	31	1	321			
Organize refresher training and implementation of Fiduciary Risk Assessment in LGs.	0	0	0	0	0	0	0	0	386	24	0	0	0	0	386	24	0	0	410	7	71	24	2	306			
Output 9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Output 10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
Organize orientation on Gender Responsive Budgeting (GRB) for elected representatives and staff of LGs (12 events)	0	0	0	0	0	0	31	63	154	12	2	1	31	63	154	12	2	1	263	8	70	13	1	171	0	0	

Total Trainings coducted of each output	Provincial Governments						Local Governments						Total						Gra nd Tota l	GESI Status							
	Elected Represen tatives		Officials		Other s		Elected Represent atives		Officials		Others		Elected Represent atives		Officials		Others			Ethnicity						Differen tly abled	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F		PG +LG	Dal	Jana	Mad.	Mus.	B/c	Ot h.	Di se
Orientation on GESI Audit (2 Events)	0	0	0	0	0	0	0	0	0	0	42	19	0	0	0	0	42	19	61	4	11	1	1	44	0	0	
Organize capacity building training on GESI to the GESI Focal Person of LGs (3 events)	0	0	0	0	0	0	0	0	19	58	0	0	0	0	19	58	0	0	77	1	22	2	0	52	0	1	
Output:13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
(Output No 13.1) Dining etiquette training for provincial level high level government officials of Lumbini Province.	1	0	30	2	0	0	0	0	0	0	0	0	1	0	30	2	0	0	33	0	1	1	0	31	0	0	
(Output No 13.9) Hospitality, Gender friendly behavior and vehicle maintenanc e knowledge related	0	0	16	0	0	0	0	0	0	0	0	0	0	0	16	0	0	0	16	0	5	1	0	10	0	0	

Total Trainings coducted of each output	Provincial Governments						Local Governments						Total						Gra nd Tota l  PG +LG	GESI Status							
	Elected Represent atives		Officials		Other s		Elected Represent atives		Officials		Others		Elected Represent atives		Officials		Others			Ethnicity						Differen tly abled	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F		Dal	Jana	Mad.	Mus.	B/c	Ot h.	Di se	Re m.
training to Driver of provincial ministries and related organizatio ns of Lumbini province.																											
(Output No 13.9) Hospitality, Health and Hygiene related training to office assistant of provincial ministries and related organizatio ns of Lumbini province.	0	0	16	7	0	0	0	0	0	0	0	0	0	0	16	7	0	0	23	0	4	1	0	18	0	0	
(Output No 13.3) One- day orientation about "positive attitude and stress managemen t" for elected	0	0	32	7		0	1	0	15	16	0	0	1	0	47	23	0	0	71	2	7	5	0	57	0	0	



Total Trainings conducted of each output	Provincial Governments						Local Governments						Total						Grand Total PG +LG	GESI Status							
	Elected Representatives		Officials		Others		Elected Representatives		Officials		Others		Elected Representatives		Officials		Others			Ethnicity						Differently abled	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F		Dal	Jana	Mad.	Mus.	B/c	Other	Disse	Rem.
representative, federal and provincial official head and chief administrative officer and assistant level in-service government officials.																											
(Output No 13.7) In-service Training for Provincial assistant level participants	0	0	22	5	0	0	0	0	0	0	0	0	0	0	22	5	0	0	27	1	5	3	0	18	0	0	
Demand-based Province level Public procurement and financial management training	0	0	11	2	0	0	0	0	0	0	0	0	0	0	11	2	0	0	13	1	1	1	0	10	0	0	
Output:14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									

Total Trainings conducted of each output	Provincial Governments						Local Governments						Total						Grand Total	GESI Status							
	Elected Representatives		Officials		Others		Elected Representatives		Officials		Others		Elected Representatives		Officials		Others			Ethnicity						Differently abled	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F		PG +LG	Dal	Jana	Mad.	Mus.	B/c	Other	Disse
Orientation on LGs elected representatives and officials in the federal system of Nepal (2 events 2.7.28.34)	32	4	197	6	30	4	40	34	34	1	0	0	72	38	231	7	30	4	382	15	76	38	12	241	0	0	
Training on result-based planning, budgeting, and monitoring system to elected representatives and officials of LGs. (Ward chairpersons Pyuthan and Rolpa) 4 Events (2.7.28.35)	0	0	0	0	0	0	124	4	0	0	0	0	124	4	0	0	0	0	128	2	74	0	0	52	0	0	
Training on Public Procurement Management to LGs officials (1 Events 2.7.28.38)	0	0	0	0	0	0	0	0	27	2	0	0	0	0	27	2	0	0	29	1	7	1	0	20	0	0	

Total Trainings conducted of each output	Provincial Governments						Local Governments						Total						Grand Total	GESI Status							
	Elected Representatives		Officials		Others		Elected Representatives		Officials		Others		Elected Representatives		Officials		Others			Ethnicity						Differently abled	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F		PG +LG	Dal	Jana	Mad.	Mus.	B/c	Other	Disse
Training on local Govt Acts, bylaws, role and responsibility of ward chair to LGs elected representatives (Ward Chairpersons) 4 Events (2.7.28.89)	0	0	0	0	0	0	170	3	0	0	0	0	170	3	0	0	0	0	173	4	46	0	0	123	0	0	
In service training to LGs officials 1 Event	0	0	0	0	0	0	0	0	12	17		0	0	0	12	17	0	0	29	0	13	0	0	16	0	1	
Cost Estimation, procurement management and quality control training to LGs Engineers (2. 7.28.63)	0	0	0	0	0	0	0	0	31	2	0	0	0	0	31	2	0	0	33	0	8	5	1	19	0	0	
DPR training for LGs Engineers and sub-engineers (2.7.28.91)	0	0	0	0	0	0	0	0	28	0	0	0	0	0	28	0	0	0	28	0	2	10	0	16	0	0	

Total Trainings coducted of each output	Provincial Governments						Local Governments						Total						Gra nd Tota l  PG +LG	GESI Status							
	Elected Represent atives		Officials		Other s		Elected Represent atives		Officials		Others		Elected Represent atives		Officials		Others			Ethnicity						Differen tly abled	
	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F		Dal	Jana	Mad.	Mus.	B/c	Ot h.	Di se	Re m.
NBC, EBPS and building bylaws training for LGs Engineers and sub- engineers (2.7.28.57)	0	0	0	0	0	0	0	0	25	1	0	0	0	0	25	1	0	0	26	1	3	10	0	12	0	0	
Capacity Developme nt Training to LGs ward secretory on vital registration and social security. (2.7.25.34)	0	0	0	0	0	0	0	0	29	2	0	0	0	0	29	2	0	0	31	7	17	0	0	7	0	0	
Capacity Developme nt Training to ICT officers on computer Networking training.(2.7 .28.86)	0	0	0	0	0	0	0	0	25	2	0	0	0	0	25	2	0	0	27	0	3	1	0	23	0	0	
Total Lumbini PCGG	33	4	324	29	30	4	366	104	1369	185	44	20	399	108	1693	214	74	24	2512	66	545	163	19	1719	0	2	

**PCGG Male-2166, Female-346 Total 2512**