



# ANNUAL PROGRESS REPORT FY-2022/23

September 15, 2023

## Provincial and Local Governance Support Program



Province Government  
Office of the Chief Minister and Council of Ministries  
Provincial Program Implementation Unit (PPIU)  
Biratnagar, Koshi Province

# EXECUTIVE SUMMARY

The Provincial and Local Governance Support Programme (PLGSP) is the national flagship Programme of the Government of Nepal (GoN) to build institutional, organizational and individual capacity at all levels of government, with special focus on the provincial and local levels. The ultimate goal of the Programme is to attain functional, sustainable, inclusive and accountable provincial and local governance. The Programme aims to contribute to delivery of quality services at provincial and local levels, promote local development and enhance economic prosperity. The program has its various governing structures at federal level and all provincial level in the country. In each province there are two governing units viz Provincial Program Implementation Unit (PPIU) and Provincial Center for Good Governance (PCGG). All the PPIU and PCGG are functional to deliver and execute approved activities as per the program outcomes.

This report covers the progress made for the period of 16 July 2022 to 15 July 2023. The progress against each of the planned activities is described in the respective output in the report. The key achievements of the PPIU and PCGG during the reporting period have been summarized as follows:



## PPIU

- Four (4) laws have been formulated including two (2) model laws for the local level.
- Management audit guideline drafted and forwarded for approval.
- One (1) Provincial coordination meeting was held, which endorsed PASIP for FY 23/24 and took strategic decisions for executing PLGSP in the province.
- Three (3) events of Public hearings conducted for three (3) Mega projects of Provincial Government.

- One event of orientation on Public Accountability Guideline organized for provincial staffs with an objective to enhance capacity to implement social audit, public audit and public hearing in programs and projects of provincial ministries and agencies.
- GESI audit guideline has been drafted and GESI audit has been conducted in seven (7) Provincial Ministries.
- Two (2) capacity development events conducted for GESI focal person and Ministers, Secretaries and senior officer with an objective to sensitize about shared vision on GESI mainstreaming.
- A one (1) day workshop on Innovation Based Provincial Prosperity organized with an aim to sensitize high level planners, policy makers, Provincial Secretaries and responsible elected representatives to set visions about the provincial economic and social prosperity.
- One (1) Development partner coordination meeting held, which also made a decision to use DP's portal for reporting to PGs.
- Information system of PG ministries has been strengthened
  - Office automation system extended to all Province ministries and agencies
  - Province public service commission internal administration strengthen its administrative functions especially in examination paper marking and result publication system with establishment of OMR scanner.
  - PIS system rollout and orientation to PGs officials.
  - FRA portal rollout and orientation to PGs officials
- Inter-province learning and sharing visit to Gandaki and Bagmati province.
- Three events of IPF orientation with periodic review of progress and budget have been organized for 10 schemes. PPIU also conducted 10 events of IPF field monitoring by government officials. A total of 10 IPF schemes have implemented in joint and cost sharing with local government.

The total budget of the Annual Work Plan (AWP) of PPIU for 2022/23 was NPR 138750 thousand against which NPR 104410.61 thousand (75.25 %) was utilized as of the end of FY 2022/23.

### **PCGG**

- One guideline on financial and staff mobilization drafted.
- Renovation of the PCGG buildings.
- 15 LGs prepared their Periodic Plan but the target was not met for RIAP and CD plan.
- Inter-province learning and sharing visit to Gandaki Province and LGs.
- All 137 LGs have done their LISA.
- 100 out of 137 LGs have done their FRA.
- Orientation and refresher training on: MTEF, LISA, FRAP, GRB, GESI audit, child-senior citizen and disable friendly local governance.
- Capacity development training on: Grievance handling mechanism, planning & budgeting, GRB, VERSP-MIS, ICT, service delivery, IEE/EIA, In-service and induction training to LGs officials.
- Total 3148 officials and elected representatives of the PLGs trained on different thematic areas.

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## ABBREVIATION

ASIP	:	Annual Strategic Implementation Plan
CCMC	:	COVID-19 Crisis Management Centre
CD	:	Capacity Development
COVID-19	:	CoronaVirus Disease- 2019
DCC	:	District Coordination Committee
FCDO	:	Foreign Commonwealth Department Organization
DP	:	Development Partners
FCGO	:	Financial Comptroller General Office
EU	:	European Union
FCNA	:	Federal Capacity Need Assessment
FY	:	Fiscal Year
GESI	:	Gender Equality and Social Inclusion
GoN	:	Government of Nepal
ICT	:	Information & Communication Technology
IPF	:	Innovative Partnership Fund
IT	:	Information Technology
ITO	:	Information Technology Officer
JFA	:	Joint Financial Agreement
LDTA	:	Local Development Training Academy
LG	:	Local Government
LISA	:	Local Institutional Self-Assessment
M&E	:	Monitoring and Evaluation
MIS	:	Management Information System
MoFAGA	:	Ministry of Federal Affairs and General Administration
NEC	:	National Execution Committee
NPD	:	National Programme Director
NPM	:	National Programme Manager
OCMCM	:	Office of the Chief Minister and Council of Ministries
PCC	:	Provincial Coordination Committee
PCGG	:	Provincial Center for Good Governance
PCU	:	Programme Coordination Unit
PFM	:	Public Financial Management

PG	:	Provincial Government
PLG	:	Provincial and Local Governments
PLGSP	:	Provincial and Local Governance Support Programme
PPIU	:	Provincial Programme Implementation Unit
SDC	:	Swiss Development Cooperation
SuTRA	:	Sub National Treasury Regulatory Application
TA	:	Technical Assistance
TASC	:	Technical Assistance Sub Committee
TASP	:	Technical Assistance Service Provider
ToR	:	Terms of Reference
ToT	:	Training of Trainers
UK	:	United Kingdom
UN	:	United Nations
UNDP	:	United Nations Development Programme
USD	:	United States Dollar



## 2. BACKGROUND

### 2.1. Provincial and Local Governance Support Programme

The Provincial and Local Governance Support Programme (PLGSP) (July 2019/20 – July 2022/23), a joint program of the GoN and Development Partners (DPs), is being executed by the Ministry of Federal Affairs and General Administration (MoFAGA) with an aim to strengthen the provincial and local governance systems and procedures. The ultimate goal of the Programme is to attain functional, sustainable, inclusive, and accountable provincial and local governance through which all citizens receive quality services at provincial and local levels and enjoy better local infrastructure and economic prosperity. PLGSP has arranged the three basic and major structures to execute the program effectively i.e., the Program Coordination Unit (PCU), Provincial Program Implementation Unit (PPIU) & Provincial Centre for Good Governance (PCGG). Also, according to the results framework of PLGSP, the goal of the program will be attained through the achievement of three outcomes and the fourteen outputs along with their major activities under each output.

The three outcomes are: -

- 1). Government institutions and IG mechanisms at all levels are fully functioning in support of federal governance as per the Constitution.*
- 2). Provincial and local governments have efficient, effective, inclusive, and accountable institutions.*
- 3). Elected representatives and civil servants in provincial and local governments have the capacity and serve citizens to their satisfaction.*

Under the outcome 1- three outputs (Output:1,2,3) are responsible to be led by PCU while the other two outcomes i.e., Outcome 2-Output: 4, 5, 6&12 by PPIU and Outcome 2& 3 Output 7, 8, 9, 10, 11, 13, 14 by PCGG.

This report covers the progress of the fiscal year 2022-23 (16 July 2022- 16 July 2023). It reflects the progress against targets set in the Provincial Annual Strategic Implementation Plan (PASIP). Altogether seventy-three, activities were planned for the PLGSP Koshi Province. The PPIU had planned twenty-four (24) activities and, 56 milestones/targets were set for FY 2022/23, whereas PCGG has planned forty (40) activities and, 730 milestone/targets.

## 2.2. Major Progress by programme outcomes and outputs

Details of the progress against the planned activities by programme outcomes and outputs are described hereunder.

### 2.3. Outcome 2: Provincial and local governments have efficient, effective, inclusive and accountable institutions.

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

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

Details on Progress: Completed

As per the plan, PPIU have drafted Community Based Tourism Development Policy for provincial government and have submitted to OCMCM for cabinet approval process. As short field study was conducted in Suryodaya Municipality areas by the experts to identify the key areas required for formulation of policy. Wider consultation meetings and interactions were held with the local government, tourism entrepreneurs, local stakeholders, and provincial government and ministries.

##### Implementing unit, Milestone Unit (milestone explanation), Progress

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	Laws/acts/regulation/guidelines	-One law on Community Based Tourism Development Policy has been drafted and submitted to OCMCM for further process to cabinet approval. -Field study conducted to identify the essential elements for policy drafting. -Wider consultations with tourism sector stakeholder conducted during formulation of policy.

##### Activity 4.3: Support to Formulate model laws for LGs:

Details on Progress: Completed

PPIU, Koshi province have supported 2 model laws viz for local government. Series of consultative meetings were organized to identify two essential laws for the local government of Koshi province. An experienced consulting firm with high level experts were involved in the preparation process. During the drafting process, randomly selected local governments were consulted to keep required provisions in the laws. Final model laws were submitted to OCMCM for further process to send to local governments.

##### Implementation unit, Milestone Unit (milestone explanation) and Progress



Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	Model laws/acts of LGs	<p>Consultation meeting with local governments and identified two model laws to be formulated by PLGSP</p> <p>Prepared following acts: -</p> <ul style="list-style-type: none"> <li>-Local Government Inter Coordination Act, 2080</li> <li>-Local Environment Conservation Act, 2080</li> </ul>

**Activity 4.9: Support Provincial Agencies (PG ministries) in drafting laws in consultation of Federal Government in the areas of concurrent right**

Details on Progress: Completed

As per the plan, PPIU has supported the preparation of the Land Management (utilization, development and regularization) Act in consultation with the Federal Government and agencies. For the preparation of the Land Management Act, an experienced consulting firm having a highly qualified expert team was hired and involved in the formulation process. Firstly, an expert team has undergone in- depth study at national and international level about the land management related practices, legal provisioning, best practices, issues and challenges. After completion of study, prepared and submitted an elaborated report and secondly drafted the Land Management Act provisioning the utilization, development and regularization aspect in the act. A wider consultation and interaction meetings were organized at federal ministries and agencies (MoLJPA, MoFAGA and MoLCPA) at federal level and likewise with local governments and provincial governments and agencies at provincial level.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	Laws/ acts/ regulation/ guidelines	<ul style="list-style-type: none"> <li>·Series of consultation meetings organized with federal ministries (MoLJPA, MoFAGA and MoLCPA and provincial ministries and local government.</li> <li>·Prepared Land Management (Utilization, development and regularization) Act.</li> </ul>

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

### Activity 5.1: Prepare (finalize and publish) province GESI Guideline

Details on Progress: Dropped

As per the plan, finalization of GESI guideline is completed but publication work is pending due to not completing Cabinet approval process. The document is submitted to the cabinet which is under review. This activity has been carried over to next FY.

#### **Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	1 GESI Guideline Published	-activity dropped -Finalization of GESI audit is completed -Cabinet approval has not progressed.

### Activity 5.4: Organize meeting for Provincial Coordination Committee

Details on Progress: Completed

As per the plan a total of three meetings were proposed for this FY, out of which only one event of the PCC meeting was held. Total 15 (M-12, F-3) PCC members participated in the meeting. The first two meetings of the Provincial Coordination Committee Meeting could not be held due to unfavorable circumstances at the political level. The meeting discussed on the progress of the last FY PASIP and proposed the PASIP of FY 2080/081 and made the major decision as: approval of PASIP for FY 2080/081, release the fund and expedite the IPF projects at 9 LGs, making necessary arrangement and provision to expedite the ongoing PASIP activities to achieve the 100% financial progress.

#### **Implementing unit, Milestone Unit (milestone explanation)**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	3	Meeting conducted on regular basis	Out of 3, One meeting conducted



### **Activity 5.8: Conduct Public hearing of the major/mega Provincial Projects at local level**

Details on Progress: Completed

Koshi Province has conducted 3 events of Public Hearing for province major projects in Udayapur, Triyuga-5, a bridge project on Deuri Khola, in Ilam, Chulachuli - 6, Sakhawara small irrigation project and in Morang, a road project connecting Birat Chowk-Ghinaghat-Pushpalal Chowk, Morang. The event was conducted throughout-sourcing. These types of events make the PG more accountable and responsible for the projects PG completed and encourage citizen's engagement in the development works. People come to know all about the projects and arise the queries and got addressed by the authority immediately. It helps in increasing the accountability of the PG towards the citizens in the course of implementing the development projects.

#### **Implementing unit, Milestone Unit (milestone explanation),**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	3	3 events of Public Hearing Conducted for 3 Mega projects of Provincial Government	3 events conducted

### **Activity 5.8: Orientation on Public Accountability Guideline to PG staffs, publications**

Details on Progress: Completed

A one-day orientation program on public accountability guidelines to PGs officials have been completed with the presence of a total 29 (M-28, F-1) participants from different ministries and agencies in the event. Koshi Province has already developed and endorsed the guidelines on Public Hearing, Public Audit and Social Audit in the FY 2079/80. These tools and guidelines are common and powerful for promoting transparency and accountability which also helps to increase the trust of citizen towards activities and projects of Province and local government. The event was facilitated by the Ex- Secretary to Nepal Government Mr. Mahesh Dahal, where participants including Province Ministers secretaries placed their views in the effective implementation of the guideline and practice of the accountability tools in their respective organization.

#### **Implementing unit, Milestone Unit (milestone explanation):**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	orientation event	total participants: 29 (M-28, F-1)

**Activity 5.13: Conduct GESI Audit of provincial ministries**

Details on Progress: Completed

Koshi Province has developed the GESI Audit Guideline and it is not yet been approved by the cabinet, however, based on draft guideline, PPIU conducted GESI Audit of 7 provincial ministries (MoSD, MoEAP, MoH, MoIAL, MoPID, MoLMAC, and MoTFE) in close coordination with Ministries of Social Development. The final reports have been shared to all ministries with recommendations to improve the GESI mainstreaming activities in concerned ministries.

**Implementing unit, Milestone Unit (milestone explanation):**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	7	7 Provincial Ministries GESI Audit	-Conducted GESI Audit in 7 Ministries -Developed GESI Audit Report and provided to concerned ministries to improve mainstreaming status.

**Activity 5.14: Organize meeting to review PLGSP's progress with Development Partners**

Details on Progress: Completed (One Event)

The meetings with the Development Partners (INGOs and Donor) working in the Koshi Province have been accomplished. The main objectives of the event were to bring the synergy effect in the governance programs, manage the program duplication and bring under governance and capacity development framework in the province. All together four (4) coordination meetings have been completed from FY 2020 to 2023 July. A total of 18 (M-18 F-1) representatives of the stakeholders and government institutions attended the coordination meeting. Among the participants, the higher-level Government representatives were the Province's Principal Secretary and PPD/PPM in other provinces. Important points discussed and concluded in the meeting includes; recommend the legal body (committee/task group) which will coordinate and provide strategic direction for development planning, budgeting, and reporting; establishing an online progress reporting system to inform PGs about the achievements/progress made in support of DPs to the OCMCM.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

			Progress

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	No. of event	Achievement/No. of Participants
PPIU-Koshi	1	Meeting conducted	1	-All the DPs presented progress and plan of their own and discussed about the program synergy -DP reporting portal was demonstrated and collected the inputs for further improvement. -A total of 18 DP representatives participated where 17 were male and 1 was Female



**Activity 5.15: Conduct capacity development training to GESI Focal Persons**

Details on Progress: Completed (2 Events)

With an objective to mainstream GESI in all sectors of provincial development, PPIU have planned 2 events of capacity development training to GESI Focal persons in this FY. As per the plan, PPIU has organized 2 events of capacity development training to GESI Focal Person and High-level officials of province ministries. First slot of training was especially focused to upgrade the capacity of GESI Focal Persons who are functional at each ministry and the second slot was specifically focused to develop the envisioning strategy for Koshi province. Both slots of events were facilitated by high level independent experts. A strategy paper has also been prepared for mainstreaming GESI at the province level by the expert of the second slot of event.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	2	2	-GESI envisioned a strategy paper prepared. -Total participants at 1st event 23 (M-9, F-14) -Total participants at 2nd event 24 (M-19, F-5)





**Activity 5.16: Prepare GESI Audit Guideline for PG**

Details on Progress: Completed

With the technical support and facilitation from PLGSP/PPIU, Koshi Province developed the Gender Equality and Social Inclusion (GESI) Audit Guideline 2080.

GESI Audit is a tool to assess and ensure GESI mainstreaming in policy, programme, plan budget, service delivery structure and working culture/environment of provincial government/local government. Using this tool, existing policy, program structure, working environment, and service delivery were assessed from the GESI perspective and provided specific recommendations to make GESI responsive and sensitive policy, program and service delivery.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	GESI guideline/strategy	GESI Audit Guideline prepared and forwarded to complete cabinet approval process.

**Activity 5.29 Organize workshop on inner coordination with Sectoral committees of Provincial Assembly**

Details on Progress: Dropped

As per the plan, the workshop on inner coordination with the sectoral committee of Provincial Assembly has not been able to organize due to not forming committees in time.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	workshop event	This program was dropped as the sectoral committees were not able to form a Provincial Assembly.



**Activity 5.36: Workshop on Innovation Based Provincial Prosperity**

Details on Progress: Completed

A one-day workshop on Innovation based provincial prosperity has been organized with the aim to sensitize high level planners, policy makers, Provincial Secretaries and responsible elected representatives to set visions in economic and social prosperity of the province. The outcomes of the workshop will be used in the formulation of Provincial Periodic Plan-II as well as in preparing annual plans and projects. A total of 29 participants (M-26, F-3) from different stakeholders including the chief guest as Chief Minister, Province Principal Secretary, Province secretary, Province assembly members, vice chairperson of Planning commission, civil society, press, chamber of commerce, province officials were participated in the workshop, the plenary discussion and technical session was facilitated by the external consultant Pro.Dr Shiva adhikari, TU campus. The program was facilitated by an independent expert and developed a report on potential provincial prosperity areas for Koshi province.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements	
			No. of event	No. of Participants
PPIU-Koshi	1	workshop event	1	-Developed Workshop report on Potential Provincial Prosperity for Koshi Province -A total of 29 officials and elected representatives participated in the workshop where 26 Male and 3 female participants.



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

### **Activity 6.1: Support Provincial Agencies (PPSC) in development of IT based result assessment operation system**

Details on Progress: Completed

To institutionalize and strengthen the Province Public Service Commission administrative function, especially in the paper examination and result publication process, an IT based system (Hardware-Optical Mark Reader, and Result assessment software application) has been introduced at PPSC. The PPSC was still practicing the traditional manual approach in examining the multiple choice question (mcq), which is time-consuming and degrades the efficiency and service delivery, to address this gap now PPSC has been practising the latest technology IT system in result assessment operation and its efficiency is expected to enhanced by 80%.

#### **Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	IT system	IT-based system established (OMR machine and software application)



### **Activity 6.11: Establishment and operation of Office Automation System in PG ministries**

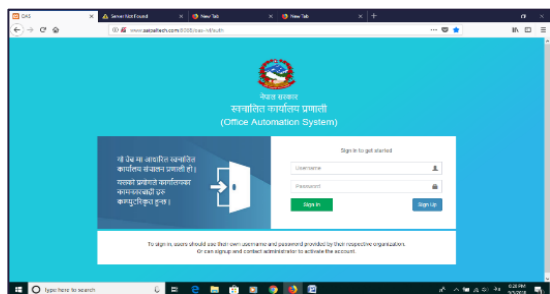
Details on Progress: Completed

To strengthen the Province Government Ministries and agencies internal administrative task with the use of technology, an office automation system has been installation and operationalizes in all six Province Government agencies, the activity mainly includes the procurement of necessary hardware equipment, routers/firewall, intranet connection, system upgrade and support, and capacity development of the staff. In the last two fiscal year the Office automation system was introduced in all the 13 Province Ministries, as a part of digital initiatives taken by Province Government the system has been now expanded in all the agencies. With the Office Automation System (OAS) all the internal administrative

and document work gets digitized where Ministries use a common integrated digital platform for information exchange, document exchange, and file registration.

**Implementing unit, Milestone Unit (milestone explanation):**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	6	Office automation established in 6 PG agencies	OAS established and fully operationalize



**Activity 6.15 Strengthen internal control system of PGs (Conduct orientation program on ICS to PG staffs)**

Details on Progress: Completed

One-day orientation program had been organized by PLGSP on Internal Control System Guidelines. A federal Internal Control System Guideline is under the process of development and endorsement which will be applicable for all the three tyres of governments. Once it is endorsed, all levels of government have to follow it and draft their own ICS guidelines for their organization. The introduction, possible provisions, indicators had been discussed in the session. The participants are from officers from the account, planning and administration section of all the provincial ministries and agencies. The Secretary of the provincial ministries participation make the event more effective and shows the ownership for the internalization of the system. All the participants had very active participation and discussed a lot on the possible provision and also how they will take it forward. The session was facilitated by PTCO.

**Implementing unit, Milestone Unit (milestone explanation):**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	orientation event	Total Participants - 39 (M-37 F- F-2)

**Activity 6.22 Conduct orientation on FRA (Guideline and portal) for PG**

Details on Progress: Completed

A one-day interaction program had been organized by PLGSP to discuss the means of verification for the indicator developed for Fiduciary Risk Assessment (FRA) for PG. The program was facilitated by MoEAP and PTCO. In the program, the draft means of verification was discussed and agreed on. It is also discussed to depute a focal person from the ministry to carry out FRA and send it to OCMCM based on the indicator and means of verification agreed on.

A two-day refresher orientation on FRA guidelines and web portal has been conducted to the PGs officials of Koshi Province. Koshi Province has endorsed the FRA guideline in the last FY and on the basis of the guideline Province ministries and agencies have done their assessment and presented it to the OCMCM. To digitize the paper-based assessment process an online based web portal has been developed with the support of PCU, thus this orientation was planned to introduce the portal at PG level and orient the officials on the technical part of the system. The PGs will now onwards perform their FRA assessment via web portal which will further assist OCMCM, PTCO, and MOEAP to monitor, analyze, and supervise the PGs.

**Implementing unit, Milestone Unit (milestone explanation):**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	orientation event	-Total Participant 32 (M-27, F-5) - Orientation event -Total participant 39 (M-33, F- 6) - Interaction Event



**Activity 6.36: Organize inter-province learning and sharing visit for provincial officials**

Details on Progress: Completed

The inter-province learning and sharing visit for the provincial and TA staff engaged in the implementation of the PLGSP program at the province level has been done. During the visit, the team had a discussion and interaction with the team of Gandaki and Bagmati Province PPIUs officials and the



PLGSP TA team to share and exchange learning across the overall experience of the Province Government in exercising federalism and the efforts of PLGSP program contributions. The visit was very helpful to learn good practices implemented by the provinces in different contexts and scope to contextualize in the provinces. A total of 12 participants, staff of the Province Ministries and PPIU TA staff including PPM participated in the cross sharing and learning visit.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	visit event	inter-province visits of Gandaki and Bagmati



**Activity 6.37: Prepare Management Audit Guideline for PG**

Details on Progress: Completed

Management Audit is a tool to identify the task and activities involved in addressing administrative reform initiatives and following the acts and by-laws by the organizations. It is a very important tool to manage the activities accomplished in the sector of service delivery and other operational activities by the public entity. PPIU had supported OCMCM to draft the Management Audit Guideline for Koshi Province to smooth the operation of an organization following the acts and regulations and other by-laws. OCMCM managed to draft its guideline with great input from the task force and submitted by the task force for its approval in the authority. Since the guideline has not been endorsed yet, the publication of the guideline has been dropped.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
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PPIU Koshi	1	Guideline Prepared	Management Audit guideline prepared and forwarded for cabinet approval process.
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**Activity 6.39: Conduct capacity development training on PIS to provincial staffs**

Details on Progress: Completed

The Department of Civil Personnel Records (DoCPR) already has a PIS system which is a comprehensive Human Resource-Management Information System that maintains and keeps track of vital information of civil service employees, particularly at the federal level. The PIS however did not have records of PLG employees. MoFAGA, in close coordination with the Department of Civil Personnel Records (now Nijamati Kitabkhana), has developed and planned to rollout the Personnel Information System (PIS) for the PGs. Therefore, with support from MoFAGA/ PLGSP, and DoCPR the capacity development program to Province staff was organized. A total of 42 (M-34, F-8) from different Province Ministries participated in the training event. After the rollout and orientation program the OCMCM has established a separate PIS department to manage the PLG level staff record.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements	
			No.of event	No. of Participants
PPIU-Koshi	1	Training Event	1	M-34, F-8





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

### Activity 12.1: Conduct orientation on IPF to LGs and PG Staffs

Details on Progress: Completed

Following the signing of the contract in 2021/2022 and the ongoing implementation of the project, three one-day review workshop programs were scheduled to facilitate the sharing of progress and identify any bottlenecks encountered within the Innovative Partnership Fund (IPF) schemes.

### Implementing unit, Milestone Unit (milestone explanation), Progress

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	3	Orientation	3 events completed



### Activity 12.3: Implement IPF schemes in LGs

Details on Progress: Completed

The first IPF review workshop took place on November 19, 2022, where the decision was made regarding the disbursement of the unspent amount. In order to facilitate this process, a collection of supporting documents was organized, which included the following:

- ✓ Request letter for the disbursement of the unspent amount.
- ✓ Detailed project implementation plan for the unspent amount.
- ✓ Financial Progress Document.
- ✓ Detailed Annual project implementation plan.
- ✓ Annual Procurement Plan.

After gathering these documents, they were subsequently forwarded to the Ministry of Economic Affairs and Planning for the disbursement process. On December 07, 2022, the unspent amount was successfully disbursed to 10 IPF implementing Local Governments.

Likewise, routine monitoring as well as trimester reports were collected to track the progress of the projects. And second review workshop was held on April 05, 2023. Subsequently, the Project

Coordination Committee (PCC) made the decision to disburse the final Innovative Partnership Fund (IPF) funds to the Local Governments implementing the IPF projects. At the time of the decision, the financial progress of the projects accounted for 32.13 percent, while the physical progress stood at 25.54 percent.

The third review of the Innovative Partnership Fund (IPF) was conducted in the presence of esteemed officials, including Dr. Dipak Kafle, the Principal Secretary, the Secretary of the Planning Commission, the Provincial Program Director, the Provincial Program Manager, and representatives from the IPF implementing Local Governments. During this review, the final reports were collected and assessed.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	10	IPF Projects	9 LGs are implementing 10 IPF projects in Koshi Province.

**Activity 12.4: Conduct monitoring of IPF project implementation at LGs**

Details on Progress: Completed

Since July 2022, monitoring visits have been consistently conducted to the Local Governments (LGs) implementing the Innovative Partnership Fund (IPF). These visits are undertaken by IPF experts in collaboration with other Technical Assistance (TA) experts. Joint visits are organized by the Office of the Chief Minister and Council of Ministers (OCMCM) along with the Provincial Project Implementation Unit (PPIU) team. Furthermore, visits at the ministry level have been carried out, including a visit from the Secretary of the Ministry of Federal Affairs and General Administration (MOFAGA). Additionally, monitoring visits by officials from the Project Coordination Unit (PCU) have also been conducted.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	14	Visits	Monitoring Visits to all 10 IPF projects.



**Activity 12.5: Knowledge Management in IPF (Prepare and publish IPF learning booklet)**

Details on Progress: Activity Dropped.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PPIU-Koshi	1	set of booklets	Dropped

**SECTION B:**

**PROVINCIAL CENTER FOR GOOD GOVERNANCE (PCGG)**

**THIS REPORT SECTION COVERS THE OUTPUTS 7,8,9,10,11,13, and 14**

## **Output 7: Provincial Center for Good Governance made operational to deliver capacity development services.**

### **Activity 7.1: New Construction and Renovate physical infrastructure of PCGG**

Details on Progress: Completed.

The PCGG of Koshi province has renovated the PCGG building including masonry work, flooring, painting, training hall, canteen, hostel, rest rooms, office premises. Detailed on renovated work completed and the expenditure is given in the following table.

### **Activity 7.2 Construct new physical infrastructure of PCGG (training & administration building of PCGG/ Provincial Training Center)**

Details on Progress: Partially Completed.

New construction of the physical infrastructure of training and administration building of PCGG (Provincial Training Center) is started. First installment was dispersed in this FY and decided to continue as a multi-year project by PG and for next year. The Provincial Government is committed to allocate a budget for next year.

#### **Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Planned Budget 2079/80 '000'	Actual Expenditure '000'	Progress
PCGG-Koshi	1	Building (infrastructure)	15000	14026.389	Masonry work, Flooring (laying tiles) and plastering of canteen and hostel buildings completed. Office building renovated and operational. Painting work completed.
PCGG-Koshi	1	Building (infrastructure) construction	35000	11694.995	Construction of a training building has started. (Completed plinth area)

### **Activity 7.6 Organize coordination meeting with CD stakeholders**

Details on Progress: Not Completed.

### **Activity 7.7 Organize cross-sharing and learning visits for PCGG officials**

Details on Progress: Completed.

This event has successfully completed as per plan. PCGG of Koshi province had organized intra-province exposure visits for the government and TA staff engaged in the implementation of the PLGSP at the province level. During the visit the team had a discussion and interaction with the team of concerned PCGGs and LGs to share and exchange learning across the programme outputs. The visit was very helpful to learn good practices implemented by the provinces in different contexts and scope to contextualize in their respective provinces.

The visiting team organized an interaction meeting with PCGG-Gandaki and their respective LGs (such as Gharpojung RM/Mustang and Beni Mun. /Magdi). The PTA Gandaki and the GPTA and LGs had shared the progress, findings, issues, challenges and mitigation strategy used during programme implementation. We had the opportunity to share best practices of the visited PTAs and adopted those best practices in the PCGG/Jhapa. In addition, the visit also helped to enable PCGG staff/ officials to develop a horizontal linkage and coordination for promoting cross learning environments to perform better. A total of 12 participants (Female:2 & Male: 10) staff of the PCGGs including Acting ED, Officers and TA staff had participated in the cross sharing and learning visit.

### **Activity 7.10 Prepare financial and staff mobilization guideline of PCGG**

Details on Progress: Completed.

As part of strengthening the PCGG, it has been deemed important to prepare a guideline for staff and financial mobilization of PCGG for effective and efficient delivery of the capacity development activities. As per the plan, PCGG has supported the preparation of the financial and staff mobilization guideline, an experienced consulting firm having a highly qualified expert team was hired and involved in the formulation process. After drafting the guidelines, wider consultation and interaction meetings were organized at OCMCM and with PCGG officials and finalized by the executive committee.

### **Activity 7.8 Prepare CD materials for PCGG**

Details on Progress: Not Completed.



## **Output 8: Modernized LGs have strong administrative systems and accountable public financial management (PFM) system**

### **Activity 8.3: Prepare Revenue Improvement Action Planning (RIAP) of LGS**

Milestone: To prepare RIAP in 35 LGs

Details on Progress: Initiated

PCGG of Koshi Province, based on the identified needs, and selected the LGs for preparation of RIAP. Prepared concept note, TOR and published EOI and RFP. Evaluation process of hiring qualified consulting firms through an open competitive process. But the process was not completed due to issues of complaint.

### **Activity 8.4: Prepare Capacity Development Plan of LGs**

Milestone: To prepare CD Plan in 35 LGs

Details on Progress: Initiated

PCGG of Koshi Province, based on the identified needs, and selected the LGs for preparation of CD. Prepared concept note, TOR and published EOI and RFP. Evaluation process of hiring qualified consulting firms through an open competitive process. But the process was not completed due to issues of complaint.

### **Activity 8.5: Prepare Periodic Plan of LGs**

Milestone: To prepare Periodic Plan in 15 LGs

Details on Progress: Completed.

PCGG of Koshi Province collected demand from LGs for preparation of Periodic Plan from LGs. And organized a 1-day orientation in participation of the Mayor/President and CAO from selected 15 LGs. The major objectives of the workshop were to familiarize the LGs' chiefs and CAOs about the importance of Periodic Plan in order to integrate development of LG along with identifying their priorities in terms of preparation of Periodic Plan. Based on the identified needs, PCG made an agreement with the selected LGs for preparation of Periodic Plan by hiring qualified consulting firms through an open competitive process. All the targeted 15 LGs have prepared periodic plans for this year. PCGG support for quality assurance with assigned the concerned experts to review and give feedback and suggestions on periodic plans. The experts reviewed all draft reports and gave proper feedback to make the reports qualitative as per the model guideline prepared by MoFAGA.

**Activity 8.7: Conduct orientation/ coaching program on Mid Term Expenditure Framework (MTEF) for elected representatives and officials of LGs**

Milestone: To conduct orientation on MTEF in LGs.

Details on Progress: Partially Completed.

As per the provision in the Intergovernmental Fiscal Management Act 2074, federal, provincial and local governments are required to prepare public expenditure statements in every fiscal year. While preparing the public expenditure statement it is also mandatory for them to prepare the Medium-Term Expenditure Framework (MTEF) of three years. However, many local governments have not practiced preparing medium term expenditure framework properly mainly due to lack of knowledge. Thus, the Provincial Centre for Good Governance (PCGG) of Koshi Province organized 1 TOT with 34 participants for freelancers and 2 training events 3 days on Medium-Term Expenditure Framework (MTEF) to the LGs' deputy mayor, staffs including; section head of both planning and finance from all LGs of Sankhuwasabha, Bhojpur, Terathum and Dhankuta district. A total of 38 LGs attended the orientation that included 15 females and 23 males. The MTEF sessions were fully practical where participants engaged in preparing MTEF in separate groups for each LG. We have planned to organize the orientation in eight different events at cluster level.

PCGG also conducts 1 day orientation in collaboration with UNDP for all 137 LGs of Koshi Province. The 1-day orientation brought the Mayor/President and CAO from each LG and made them aware about the mandatory provision of the MTEF preparation through various sessions such as; concept of MTEF, priority setting for the three years and others.



**Activity 8.8: Organize refresher/follow-up training for the implementation of LISA**

Milestone: To conduct refresher training for the implementation of LISA in 137 LGs

Details on Progress: Completed.

PCGG of Koshi Province organized a 2-day TOT for DCC participants organized refresher/follow-up training on LISA for LG's chiefs, deputies, CAOs and other staff at district level in close coordination

with DCCs. The orientations were completed in two phases i.e., 1-day interaction with LGs' chiefs, deputies and CAOs in the first phase and 2-day orientation to heads of Planning and Account sections along with IT Officer and LISA focal person in the 2<sup>nd</sup> round. Both orientations went continuously in all 14 districts. The major objective of the training was to review the status of LISA implementation in LGs and variation in score after the Quality Assurance (QA) conducted by MoFAGA. The training was accomplished in 25 events jointly with FRA and DCCs follow-up on implementation of Local Government Institutional Capacity Self-Assessment (LISA). The major areas of the follow up were how to expedite the process of LGs to publish their LISA result through the MoFAGA portal and how to ensure quality of uploading documents as per the demand of the respective indicators. Finally, all 137 LGs completed and published their LISA report in this fiscal year.

**Activity 8.9: Organize orientation on Internal Control System (ICS) for Local Governments**

Milestone: To conduct ICS orientation in 10 LGs

Details on Progress: Not Initiated.

Concept note and TOR were prepared. Demand for LGs was collected from LGs.

**Activity 8.11: Implement Fiduciary Risk Reduction Action Plan (FRRAP) in LGs (orientation and assessment)**

Milestone: To FRA training in 137 LGs

Progress: Completed.

PCGG conducted 1 TOT for DCC participants and organized refresher/follow-up training on FRA for LG's chiefs, deputies, CAOs and other staff at district level in close coordination with DCCs. The orientations were completed in two phases i.e., 1-day interaction with LGs' chiefs, deputies and CAOs in the first phase and 2-day orientation to heads of Planning and Account sections along with IT Officer and FRA focal person in the 2<sup>nd</sup> round. Both orientations went continuously in all 14 districts. After the orientation DCC follow-up on implementation of Fiduciary Risk Assessment (FRA). District Coordination Officer along with a support staff from each district, who play pivotal roles for the FRA process, attended the program. The major areas of the follow up were how to expedite the process of LGs to publish their FRA result through the MoFAGA portal and how to ensure quality of uploading documents as per the demand of the respective indicators. Finally, 100 LGs out of 137 completed and published their FRA report in this fiscal year.

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

### **Activity 9.1 Support LGs to implement downward accountability tools and mechanisms (public hearing, social audit)**

Details on Progress: Not Completed.

### **Activity 9.2 Organize workshop to strengthen vertical cooperation (organize workshop among PG and LGs to explore common priorities in various sectors contributing for vertical cooperation agreement)**

Details on Progress: Dropped.

### **Activity 9.3 Support to prepare guideline for strengthen horizontal cooperation**

Details on Progress: Not Completed.

### **Activity 9.3 Support LGs to strengthen horizontal cooperation (good practices sharing workshop between LGs)**

Details on Progress: Not Completed.

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

### **Activity 10.1: Prepare and/or adapt GESI mainstreaming strategy prepared by MoFAGA and get endorsed by LGs**

Khosi Province, PCGG has planned to prepare GESI strategy in 35 Local Governments in fiscal year 2079/080. Due to some technical reason, it could not go as planned. PCGG has prepared the support documents to conduct the events, demand collection from LGs, and analysis, and preparation of GESI Strategy of LGs. All the processes are done but were not done.

Details on Progress: Initiated only.

Collection of demands, concept note and budget breakdown, draft strategy has been prepared. Due to some technical obstacles, it could not happen.

#### **Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements	
			No.of event	No. of Participants
PCGG-Koshi	35	GESI Strategy prepared		

### **Activity 10.4: Conduct orientation on Gender Responsive Budgeting (GRB) for LGs**

PCGG Koshi has planned 3 events for GRB orientation in the fiscal year 2079/080. Gender Responsive Budget orientation has been conducted **for deputy mayor and vice chairperson of LGs.**

#### **Details on Progress:**

PCGG/PRTA has conducted 3 events of Gender Responsive Budget orientation/training to Deputy Mayor/Vice Chairpersons of LGs. The purpose of training to enhance the capacity of gender responsive budget to ensure GESI mainstreaming in their planning and budget process, ensure gender equality, increase the proportion of GRB in LGs and also the deputy mayor/vice chairpersons are directly involved in the budget formulation process so that they can contribute to ensure the mainstreaming in the budget formulation process. Concepts of GESI, GRB, provision on GRB, why GRB, the role of elected representative, local level planning and integration of GRB, GRB entry into the system, GRB monitoring, and evaluation process were discussed in two days of training. All together 105 participated in the training and among them 25 were male and 80 were female.

#### **Implementing unit, Milestone Unit (milestone explanation), Progress**

			Achievements
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Implementing Unit	Milestone (Unit)	Milestone (Explanation)	No. of event	No. of Participants
PCGG-Koshi	3	Training Event	3	Total=105 M-25, F-80



**Activity 10.5: Conduct orientation to localize on code of conduct to control sexual harassment for LGs**

PCGG Koshi has conducted orientation to localize code of conduct to prevention of sexual harassment for LGS. Firstly conducted 1 event ToT and developed 32 Local Resource Person (LRP). The total 32 of LRP, 14 were male and 18 females.

**Details on Progress:** Completed. The LRP mobilized to conduct 2 days orientation on prevention of sexual harassment at the workplace and developed draft code of conduct. The code of conduct to prevention of sexual harassment orientation training provided to deputy mayor/vice chairpersons, CAO and GESI focal person from each municipality/rural municipality of all 137 LGs from Koshi province in 12 events. The purpose of this orientation training was to build the capacity to develop code of conduct and implement it in their own LGs to prevent of sexual harassment at the workplace.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements	
			No. of event	No. of Participants
PCGG-Koshi	1	ToT Training Event	1	Total = 30 M-13, F-17
PCGG-Koshi	12	Orientation Training event	12	Total= 268, Male=103, Female=165





**Activity 10.7: Conduct capacity building training on GESI (Conduct Orientation on Children, Senior Citizens and Disabled friendly governance)**

Details on Progress: Partially Completed.

PCGG Koshi Province, Senior Citizen, Disable and Child friendly local government capacity building training has proposed 14 events for Koshi Province’s LGs. However, 1 TOT of 5 days and 2 events of 3 days training has been conducted. From ToT, 30 Local Resource Person (LRP) developed and among them few were mobilized for conduct training. In this training, the participation from the Women & Children Section head and Social Development Section head (Education and Health) were invited to the training.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements	
			No. of event	No. of Participants
PCGG-Koshi	1	TOT Training Event	1	Total = 30, M-13, F-17
PCGG-Koshi	13	3 days orientation training event	2	Total = 52, Male 14, Female-38



**Activity 10. 13: GESI audit follow up/review workshop**

Details on Progress: Dropped

With the objective of GESI Audit Follow up program 3 the event follow up/ review workshop was planned by PCGG Koshi but was not done. PCGG/PRTA has prepared supportive documents like concept note, budget breakdown to organize the event.

Details on Progress: Not Completed.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements	
			No. of event	No. of Participants
PCGG-Koshi	3	Training Event	0	0

**Activity 10.14: Conduct orientation on GESI mainstreaming to LGs' GESI Focal person.**

With an objective to mainstream GESI in all sectors of Local development, PCGG/PRTA have planned 2 events of capacity development training to GESI Focal persons in this FY. As per the plan, PCGG has organized 3 events (one event coordinated with UN Women) of capacity development training to GESI Focal Person of LGs. First slot 2 event of training did not cover all the LGs focal person so that PCGG Jhapa coordinated with UN Women for one event training. This training upgraded the capacity of GESI Focal Persons who are functional at each LGs. A total 103 participated and among them 31 were male and 72 were female.

Details on Progress: Completed.

**Implementing unit, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements	
			No. of event	No. of Participants
PCGG-Koshi	2	Training Event	3	total =103 M-31, F-72 (One event coordinated with UN Women)



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

### Activity 11.3: Conduct orientation on grievances handling system to PG

#### Details on Progress:

This activity is planned mainly to enhance the accountability of LGs through hearing citizens' grievances, which is vital for citizen satisfaction. The mechanism will include app development by PG. LGs will address these through Social Accountability Tools.

To support LGs in strengthening grievance handling mechanisms, Koshi Province organized a 2 days orientation to nodal persons of the LGs on grievances handling. The training will support in providing quality services to the citizens with enhanced capacity of officials in addressing the need and grievances of citizens. A total of 45 LGs attended the orientation that included 3 females and 42 males.

#### Implementing unit, Milestone Unit (milestone explanation),

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements	
			No.of event	No. of Participants
PCGG-Koshi	2	Training Event	2	total =45 M-42, F-3

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

### Output 13: Elected representatives and civil servants at the provincial level are incentivized and trained for delivering high quality services

#### Activity 13.1: Organize capacity-building training on various themes to elected representatives and civil servants at the provincial level

**Details of the progress:** The Province Research and Training Academy (PCGG, Jhapa) planned Fifteen demand-based Capacity Development training. Out of Fifteen (15) demand-based Capacity Development training, six (6) events accomplished. Thus, the name of six accomplished demand-based capacity development training are:

(i) Conducted two events of **e-GP (Electronic Government Procurement) training** to PGs staff. A total of 40 officers of Provincial Governments and subordinated offices received the training. Out of 40 participants, 29 were Male and 11 were Female participants in this training. **The output of the training:** The PRTA invited officers who are involved in the public procurement process so the training was very fruitful for them. The training is facilitated by technical staff of PPMO.

(ii) Another demand-based training was **Budgeting, Planning and Result-based monitoring** to staff of Province Ministries and subordinated offices. A total of 15 participants received this training where 12 Male and 3 Female participants capacitated in this training. **Output of this training:** The Province Research and Training Academy conducted this training for Planning section staff of Province Ministries. This was their first Budgeting, Planning and Result-based Monitoring training so they were very excited for this training. It was easy to gain the required knowledge through group exercise and practical sessions.

(iii) Another demand-based training was **Medium Term Expenditure Framework (MTEF) training** to staff of Province Ministries and Subordinated Offices. A total of 28 participants proactively participated in this training. Out of 28, 20 Male and 8 Female received the training. **Output of this training:** The Government of Nepal makes mandatory provision to prepare the MTEF for three layers of Government. In this context, the province ministry has been working on MTEF which is a very technical subject. As per the participants the training helped them to prepare the MTEF in their respective ministries.

(iv) Two events on **Parliamentary system and Secretariat Management training** to secretariat staff of Province Assemble Members was another demand-based training. A total of 86 participants participated in this training. Out of 86, 77 Male and 9 Female received the training. **Output of this training:** After collecting the demand from the Province Assembly Secretariat Office the Province Research and Training Academy conducted two events for Secretariat staff of Province Assembly

Members. The training was very fruitful to participants which was supportive to clear the ToR and additional responsibilities of Secretariat staff.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PCGG-Koshi	15	Training events	6 demand-based training accomplished. Total=169, (Male-138, and Female-31)



**Activity 13.1: Conduct capacity building training on good governance and knowledge management for PCGG staffs**

**Details of the progress:** On the basis of ASIP the Province Research and Training Academy conducted one event on **Capacity Development Training (ToT) to PCGG staff**. The Staff College facilitated the training free of cost through two facilitators, this event was under their special scheme for some Provinces. A total of 16 participants received the training, out of them, 13 were Male and 3 were Female participants. **Output of the training:** The training was fruitful to participants to understand and manage the training in PCGG. Such a ToT was the first training for Government staff so it was very useful for them.

One event was dropped by PCGG due to the unstable Executive Director position.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PCGG-Koshi	2	Training events	1 event accomplished. Total=16 (Male-13, Female 3)



**Activity 13.1: Conduct capacity building training on motivational and behavioral changes for PG level officials and entities**

**Details of the progress:** The Province Research and Training Academy (PRTA) conducted the **Motivational and Behavioral Training Change training** to front desk staff of Province Ministries. A total of 17 participants participated in this training. Out of 17, 8 Male and 9 Female staff of Province Ministries received the training. **Output of the training:** As per the participants, the training was very useful to increase positive thought which will be supportive in their day-by-day service delivery to the citizens.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PCGG-Koshi	1	Training events	1 event accomplished. Total-17 (Male-8, Female-9)

**Activity 13.2: Conduct orientation on localization of code of conduct to control sexual harassment for PG**

**Details of the progress:** The Province Research and Training Academy conducted an **Orientation program to Localize Code of Conduct to Prevention of Sexual Harassment** for staff of Province Governments and Subordinated Offices. A total of 14 participants participated in this training. 9 Male and 5 Female staff of Province Ministries and Subordinated Office received the training. **Output of the training:** The training was very fruitful to participants to localize the Code of Conduct to Prevention of Sexual Harassment in the Province Ministries.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PCGG-Koshi	1	Training events	1 event accomplished. Total=14 (Male-9, Female-5)



**Activity 13.2: Conduct orientation on GESI/ GESI mainstreaming/GRB to newly elected Assembly members who are represented by Women, Dalit, Janajati, and back word groups.**

**Details of the progress:** The PCGG, Jhapa prepared all required documents such as: Content, Concept note and coordinated with Resource Persons. Due to the naming issue of Province, The PRTA could not conduct the events.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PCGG-Koshi	1	Training events	Dropped.



**Activity 13.2 :Conduct orientation on GESI responsive budgeting and planning; monitoring and policy making for Provincial Assembly Members**

**Details of the progress:** The PCGG, Jhapa prepared all required documents such as: Content, Concept note and coordinated with Resource Persons. Due to the naming issue of Province, The PRTA could not conduct the events.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PCGG-Koshi	3	Training events	Dropped.

**Activity 13.4: Conduct pre-service training to newly appointed PG staff (induction/ service entry training)**

**Details of the progress:** The PRTA prepared all the requirements for event management, However the Province Public Service Commission didn't appoint the new staff and the PCGG, Jhapa, should have to drop the event.

**Implementing unit, Activity, Milestone Unit (milestone explanation), Progress**

Implementing Unit	Milestone (Unit)	Milestone (Explanation)	Achievements
PCGG-Koshi	1	Training events	Dropped.

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

### **Activity 14.1 Conduct capacity building training on IEE, EIA Training for technical staffs of LGs.**

**Details of the progress:** MoFAGA has prepared an environment friendly local governance framework, thus orientations have been planned to orient LGs to localize and adopt the environment friendly local governance framework. PCGG organized at least 2 events on IEE and EIA Training based in PRTA/Kalwalguri/Jhapa for LGs staff to make them familiar with screening, impact identification, evaluation of the importance and significance of the impact and purpose appropriate mitigation process. The training focused on ensuring the environmental sustainability of the project, incorporation of environmental considerations into the project preparation process, and managing the environment during project implementation in LGs. A total 62 (female: 3 & male: 59) of LGs staff participated in the training. The training has very benefitted for all participants in terms of the technical side of environmental considerations of projects of LGs. The Participants also have acquired knowledge on environmental impact assessment and evaluation. They will use the acquired knowledge to guide the project team to incorporate environmental consideration in the project preparation process including identifying the environmental risk and planning and executing the mitigation measures.

### **Activity 14.1 Organize capacity building training on planning, budgeting and result based monitoring.**

Details of the progress:

The MoFAGA and NPC has formulated the LG participatory planning process guideline which LGs have been using for their annual planning and budgeting process and result based monitoring. The seven-step/local level planning process has been clearly explained including its provisions in the guidelines. The initial planning process must be started through collecting information at ward level.

Although the guideline has included clear provisions that LGs must collect the demands from deprived and marginalized people, ward-level planning usually does not fully capture the voice of marginalized people. Thus, an orientation on participatory planning & budgeting procedures including its tools has been planned for the event Mayor/Deputy mayor, Ward chair/members and secretary as well. The orientation has helped in building the capacity of concerned authorities and sensitizing them to make sure to capture and bring disadvantaged people's voices into the planning process of LGs. Two events of planning, Budgeting process and result-based monitoring training have been organized by PCGG, based in Biratnagar in this fiscal year whereas a total of 62 participants were in the training while 29 (female: 27 & male: 2) from LG's representatives and 33 (female: 6 & male: 27) from of LG staff.

**Activity 14.1 Conduct on VERSP-MIS (Social Security and Vital Registration) Training for LGs staff.**

Details of the progress:

The main objective of this project has to expand access to social security allowance and personal incident registration and improve the social security allowance distribution system. Through this Training, under the strengthening of the system at the local level, primarily to carry out incident registration and social security activities at the local level, personal incident registration and social security This concept paper has been prepared because it is necessary to conduct programs related to capacity development and training of employees related to management information systems.

Facilitation of capacity building program (training) of one/one employee of each 137 local level under Koshi province in order to effectively conduct the training program related to this personal incident registration and social security program and to make the orientation program conducted at the local level coordinated with the National Identity Card and Registration Department Kathmandu. This training has been organized by PCGG/PRTA/Jhapa with 2 events based in Biratnagar/Morang. This training has supported the capacity of the staff related to personal incident registration and social security management information systems at the local level. A Total 76 participants (female: 20 & male: 56) of LGs (such as MIS Operators and IT Offers) benefited by the VERSP-MIS training.

**Activity 14.1 Organize capacity building training on service delivery system to ward committee members of LGs.**

Details of the progress:

A significant number of LGs staff are deployed from various domains and with different expertise. Thus, both 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, orientation on various thematic areas have been planned at province level. The thematic areas will be based on the real needs and demands of the PGs identified through a need assessment. PCGG had conducted four events on service delivery training based in Ilam cluster for LGs ward secretaries of Ilam, Taplejung, Panchthar and Jhapa District whereas 156 staff (female: 36 &, male: 120) participated in the training. This training also helps to develop capacity and enhance the skill of ward secretaries of LGs. Before organized the cluster level training, PCGG had conducted a TOT training on service delivery for 17 freelancers (female: 10 & male :17) based in PRTA/Kalbalguri-Jhapa to develop a qualified ToT facilitators in local level and it makes easy to mobilize them as per needed.

**Activity 14.1 Organize capacity building training on (incl. training programme) on ICT related topics to IT Officers.**

**Details of the progress:** Data collection and management of data has been vital for local development. LGs collect data for various purposes, particularly socioeconomic data. There are other different sources of data in local governance. ITOs are the de-facto focal person for data management as they are responsible for different IT tools and systems that collect or manage data. For ensuring data for development, ITOs need to be well oriented on “use of data for development”, on using data collection tools, data management tools and data analysis and reporting tools. This activity is planned for the ITOs provisioned to the LGs. The rapid development of information, communication and technology (ICT) is changing our lifestyle and creating new opportunities for the governments. To establish and use ICT as a medium for the development the government needs to expand information technology-based services. Therefore, PCGG had organized a capacity development training for IT Officers of LGs based in PRTA/Kalbalguri-Jhapa. A Total 31 IT Officers (female: 2 & male: 29) of LGs benefited through the training.

**Activity 14.4 Conduct pre-service/Induction training for newly recruited LGs staffs.**

**Details of the progress:** A significant number of staff are going to be recruited by the provincial government through the provincial Public Service Commission exam. Thus, Service Entry Training is an initial training for the civil servants to enhance their capacity for delivering the services efficiently at their duty stations. The main target of the service entry training for the newly recruited staff to be allocated in different LGs.

The In-service training to the province government staff is important for effective and quality service delivery to the citizens. The need for in-service training for LG staff of officer and assistant level is important and required for their efficiency as well as to support in their career development. An induction or pre-service training to newly joined LG staff on their roles and necessary knowledge, skills and behaviors is highly required for effective performance upon their deployment. Through this induction/pre-service training, the participants (newly appointed staff) have obtained basic knowledge and information on different thematic areas that will help them to take up their roles as per their mandate once they join the office. Thus, Service Entry Training has an initial training for civil servants to enhance their capacity for delivering services efficiently at their duty stations. The training has been organized for both technical and non-technical staff at the local level. PCGG has designed a special curriculum on induction/job entry training and approved from the curriculum committee.

As per the approved curriculum, PCGG/PRTA, had conducted the 7-day training in Kalbalguri/Jhapa within 3 events considering the OCMCM and PSC/Koshi Province. While in the 1st event, there were

26 staff participating (female: 15 & male: 11) and similarly, a total 42 staff of LGs (female: 16 & male: 26) had participated in the 2<sup>nd</sup> and 3<sup>rd</sup> event of the training.

**Activity 14.4 Organize capacity building training based on findings of LISA and CD plan along with other contemporary demand for representatives and staff of LGs.**

**Details of the progress:** Implementation of federalism is new for Nepal, and with this there are various issues and concepts that are new to elected representatives and government officials at all levels. Therefore, for the purpose of capacity development training on demand based as well as teaching hands-on skills to elected representatives as well as staff, workshops or interaction on various domains have been planned. As the newly elected representatives including government officials should be given their new responsibility, they need basic legal and operational management knowledge to furnish their responsibilities. In this situation, a special training curriculum has been designed and delivered for the newly elected representatives and government officials particularly focusing to ease their new responsibilities on legal and management of the local governments.

Hence, with the objective to develop capacity and enhance skill of elected representatives and staff of different sectors, orientation on various thematic areas have been planned at different levels. The thematic areas have been based on the real needs and demands of the LGs identified through a need assessment. PCGG will conduct the need assessment in line with LISA findings, CD plans before conducting the orientation and design and tailor the capacity building programs accordingly. PCGG/Jhapa conducted 10 events of demand-based training focusing on LGs ward chairs on the Local Governance Operation Act 2074 (LGOA) at district level. Under the demand-based training, total 395 Ward Chairs of LGs (female: 4 & male: 391) benefited through the training. The female participation was also very low in the training compared to the male participants.

**Activity 14.10 Organize orientation on role and responsibilities as per the provisions of constitution and Local Governance Operation Act (LGOA) for newly elected representatives of LGs.**

Progress: As the newly elected representatives will take their new responsibility, they have needed basic legal and operational management knowledge to furnish their responsibilities. In this situation, a special training curriculum has been designed and delivered for the newly elected representatives particularly focusing on ward chairs of LGs to ease their new responsibilities on legal and management of the local governments.

A huge number of newly elected representatives have assumed the responsibility at local level after the election. These newly elected representatives need basic orientation on the Local Governance Operation Act 2074 (LGOA) being specific to their role and responsibilities. Thus, PCGG/Jhapa had organized at



least 15 events on LGOA training at district level of Koshi Province focused on building the capacity of ward level representatives/Ward chairs, which can help to contribute in delivering effective services to the citizens in their respective LGs. A Total 575 Ward Chairs of LGs (female: 5 & male: 570) benefited through the training. The data also shows that female ward chairs have elected in very low numbers compared to male ward chairs in LGs so their participation was also very low in the training.

## 2. MONITORING AND KNOWLEDGE MANAGEMENT

### Monitoring visit from MoFAGA/PCU and DPs

Honorable Minister of Federal Affairs and General Administration Mr. Amanlal Modi, along with the National Program Manager of the PLGSP program Mr. Bhupendra Sapkota, visited Koshi Province for three days from 2nd April 2023. The purpose of the visit was to interact with the local people and LG officials to discuss the achievement and institutionalize learnings to strengthen federalism in the country. During the visit, he has visited and interacted with the LG representatives, officials, and local people at Katahari Rural Municipality, Suryodaya Municipality, Ilam, and Sundar Haraicha Municipality, Morang. He also observed IPF Schemes at Suryoday and Sundar Haraicha Municipality and had discussed and interacted with IPF beneficiaries and LGs officials. Similarly, he also accesses the program activities and local development progress under the PLGSP program at Katahari Rural Municipality, Morang.



MoFAGA Secretary Dr. Krishna Hari Puskar and Joint Secretary Kamal Prasad Bhattarai along with Officers had a monitoring visit to the different local levels of Bhojpur and Khotang District. During the visit, the officials have made several queries on local-level planning, budgeting, plan prioritization, decision-making process, governance, institutional capacity gap, and service delivery mechanism.

Likewise, PCU officials including NPD, NPM, Officers, and UN TA/UNDP, FCDO, SDC, visited PPIU on different dates for different event/program activities and discussed the program status of PLGSP in Koshi Province. The visiting team made queries on the PLGSP-PPIU work plan, ongoing progress, IPF progress, and access to the role of TA staff in the effective implementation of the PASIP.

PPIU Karnali and Sudurpaschim team visited the Koshi Province for learning and sharing. During the visit, the team had a discussion and interaction with the team of PPIUs and PCGGs to share and exchange learning across the program outputs. The visit was very helpful to learn good practices implemented by the provinces in different contexts and scopes to contextualize in their respective provinces.



### **3. MAINSTREAMING GENDER EQUALITY AND SOCIAL INCLUSION (GESI):**

The PLGSP program has made conscious efforts to prioritize and mainstream Gender equality and social inclusion (GESI) throughout the program through both GESI targeted and GESI responsive mainstreaming interventions. With the support of PLGSP Koshi Province has prepared and endorsed its GE and SI policy, GESI guideline, and GESI audit guideline. The GESI audit of all the Province Ministries has been done, and for this, a consulting team was hired to conduct the GESI audit on the basis of the province GESI audit guideline. The team shared a detailed report with learnings, findings, and way forward for the province government in well integration and promotion of GESI within Ministries.

With the initiatives of the Innovative Partnership Fund program, the PPIU has ensured the projects have well incorporated the GESI mainstreaming by focusing on women, the vulnerable, the excluded, and the poor to increase their access to services and economic opportunities, enhancing their voice and participation and contribute to address discriminatory practices, mindsets, and norms and policies that remove barriers that still exist in our society. The detail of IPF program activities with their intervention are highlighted under output 10 and 12 in this report.

In addition, PLGSP/PCGG Jhapa, Koshi Province has significantly contributed to building the capacity of government officials and elected representatives of PLGs and equipped them with the required skills to apply their knowledge of GESI approaches and tools for gender-responsive planning, and budgeting, and change the conventional mindset. The details of capacity development activities with the beneficiaries are highlighted in the outputs 5,10, and 12 in this report.

## **4. COORDINATION AND LINKAGE**

Since the PLGSP implemented in the province, PPIU have maintained smooth functional coordination and linkage with MoFAGA, PCU, provincial ministries, agencies, PG offices and PCGG/PRTA and also have maintained programmatic linkages with likeminded DPs such as SDC, PSP, UNFPA, Save the Children, UN Agencies etc.

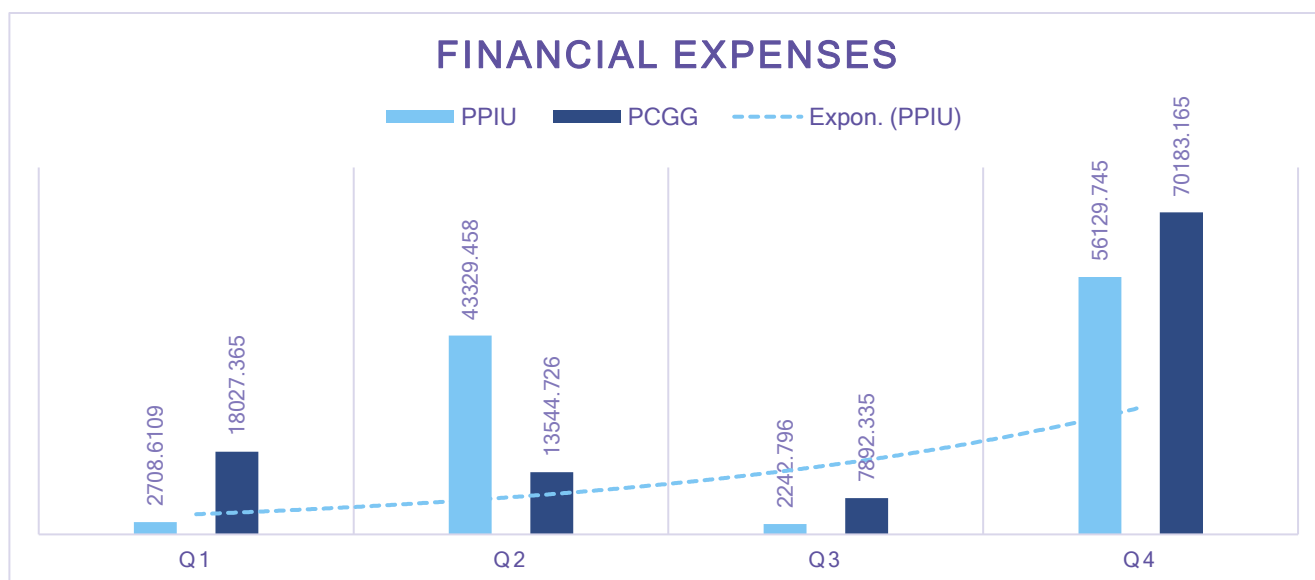
PPIU Koshi has insured smooth and regular communication and coordination with wide range of stakeholders working to support PG and LGs in the field of governance and capacity development. PLGSP being a national framework for capacity development, PPIU have initiated pioneering activities in this regard such as DP coordination and reporting system establishment for making provincial government accountable to capacity development activities supported by DPs in LG and PGs. PPIU also took lead to assess the performance and capacity gap of PGs by introducing FRA, GESI Audit and supporting in drafting management audit guideline.

## 5. FINANCIAL PROGRESS

The financial progress is seen as an average for PPIU and PCGG activities so far most of the activities were completed. The expenditure under PPIU /PCGG under different headings including office operation and administration machinery and tools has been recorded as NPR 214,058.200 which is 60.42 % of the total budget allocated 354,300 (in'000) to Koshi Province. The total expenses during the reporting period are NPR104410.609 (in '000) only through PPIU/ OCMCM which is 75.25 % of the allocated budget 138,750 ('000) including IPF and NPR 109647.591 (in '000) through PCGG which is 50.87 % of allocated budget 215550('000). In the current FY, in IPF, the total expenses for Koshi Province have been recorded at NPR 85202.520 and are 73.30 % of the allocated budget and 75.50 % of the disbursed budget to IPF projects in LGs.

### Summary of Financial Progress (FY 2079/80)

SN	Particulars	Budget	Expenses					% of Delivery
			Q1	Q2	Q3	Q4	Total	
1	Total PPIU	138750	2708.6109	43329.458	2242.796	56129.745	104410.61	0.7525089
2	Total PCGG	215550	18027.365	13544.726	7892.335	70183.165	109647.59	0.5086875
	Total	354300	20735.976	56874.184	10135.131	126312.91	214058.2	0.6041722





## **6. ISSUES AND CHALLENGES:**

The major issue and challenges faced by the PPIU has been highlighted as below: -

- Low financial delivery and delay in the implementation of the planned activities due to the political instability which affects the PCC meeting and decision-making process.
- Transfer of the Province Program Director delayed in the Program delivery.
- Quality assurance of the products delivered by the consulting firm has always been a question due to the delivery of the program at the end of the fiscal year.
- Slow government administrative process in approval and endorsement of the prepared law/policy/guideline/standards, which affects the effective implementation of the program within the timeframe.
- Lack of funds may discourage local governments to continue IPF activities which will hit to achieve the sustainability.
- Changes of government officials in IPF implementing LGs, hampered to operationalization of IPF interventions
- Low capacity of LGs to operate e-governance initiatives supported by IPF schemes in LGs.
- Translating skill development training skills to the enterprise establishment and operation in IPF supported LGs

## 7. LESSONS LEARNED

- Need to develop three steps strategies (follow up, monitoring and back up) for supporting IPF schemes for their sustainability.
- Capacity development of ITO is important to digitize LG operation system for this, ITO capacity survey need to be carried out.
- For delivered training, follow up and refreshers is most important.
- The Federal government should take an initiative in the standardization and uniformity of the ICT software and systems developed at the Local level for the digitization of service delivery.
- Dedicated government officials at the PPIU for smooth implementation of the program.
- To increase the ownership and ensure the quality of the work, the line ministries and provincial agencies should be involved from the beginning by making them accountable for the implementation of the program.

## 8. RISKS AND MITIGATION MEASURES

The following table includes the updated risk matrix for the Programme. As realized, political instability in the provincial level and capacity of the PLG are the major risks in the program implementation. First, political changes in government adversely affect the making PCC decisions for PLGSP strategy and implementation. Second, there is risk of PLGs having low HR capacity with medium impact on the program. Programme will focus on applying broadened capacity development strategies to improve efficiency. To manage risks, PPIU will assess the situation and bring slight changes in time for the implementation. The PLGs staff's capacity need to be assessed and use the findings and recommendation for developing capacity development program in future.

**Table: Risks, impact and mitigation measures**

S.N	Risks	Probability	Impact	Mitigation Measures
1	Frequent changes of provincial government next year may affect the Programme implementation adversely.	High	Medium	Reschedule the implementation plan to address the changing situation in the province.
2	Low capacity of PLG staffs to execute the program	High	High	Need to introduce provincial staff and elected representatives' capacity development strategy with result monitoring framework.,
3	Do not have uniform understanding on public procurement system.	Medium to High	High	Survey is to be carryout to identify level of knowledge of PG staffs on Public Procurement procedure. Design the training session according to the findings of the survey.
4	IPF cannot be sustained when the Programme ends	High	High	Regular follow-up, monitoring and technical backstopping can bring the all IPF implementing LGs into the track of sustainability.

## 9. SUCCESS CASES

### Leveraging ICT in Public Administration: A Success Case of Province Public Service Commission

With the objective to promote public administration with competent, strong, transparent, and fairness through a selection of qualified skilled manpower for Province and Local government, the Public Service Commission of Koshi Province was established in 2076 BS, Magh 6, and is fully functional. As per the Annual Progress report of FY 2078/79 BS, the PPSC has announced the vacancy for 577 positions where it has to examine more than 54 thousand answer sheets, including 20 thousand multiple choice OMR sheets. On average the overall process from the examination to the result publication for a vacancy position takes more than 6 months, also it varies on the number of applicants.

In an era where technology continues to reshape traditional processes, the PPSC examination system



Figure 1 OMR machine, and PPSC officials trained to use OMR and software for assessment

was still practicing the traditional human-based manual approach for the result assessment process, which faced several challenges before adopting the ICT-based technology in its administrative process. The challenges like time-consuming manual assessment, human errors, handling and storing large amounts of data, and lack of ensuring confidentiality and security of the examination information were constant concerns.

The PLGSP has continued to strengthen the Provincial Public administration function more effectively with the introduction of ICT-based technology. In FY 2021/22 PLGSP has supported the PPSC to operationalize the online public service management portal with the necessary hardware and software support. And now in FY 2022/23 the implementation of the Optical Mark Reader system (hardware and software) to address the challenges that exist in the manual approach and hence modernize the administrative operation with improved efficiency, accuracy, and security. As per the administrative Officer of PPSC Mr. Dipak Dahal, they found the overall administrative process was improved by more than 80% when they sample-tested the OMR-based assessment for the multiple-choice answer sheet on certain positions.

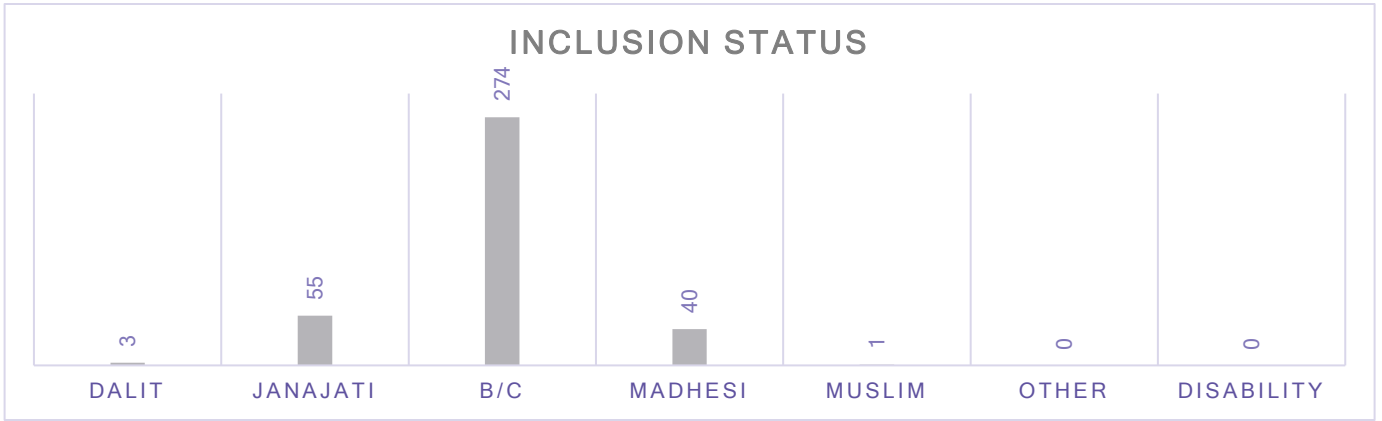
With the adoption of ICT-based OMR technology, the PPSC not only raised the bar for assessment quality but also paved the way for a transparent, fair, and trustworthy institution in the selection of skilled human resource.

## ANNEX-1 DETAILS OF TRAINING/ORIENTATION/WORKSHOP ORGANIZED BY PPIU

Unit	Activity	Progress		Total Beneficiaries	
		No. of event	No. of participants	Men	women
PPIU	IPF Implementation program progress review	3	75	75	0
	Conduct orientation on FRA (Guideline and Portal) for PG	2	69	58	11
	Orientation on Public Accountability Guideline to PG staffs, publications.	1	29	28	1
	Organize meeting for Provincial Coordination Committee	1	15	12	3
	Organize meeting to review PLGSP's progress with Development Partners	1	18	17	1
	Workshop on Innovation Based Provincial Prosperity	1	29	26	3
	Strengthen internal control system of PGs (Conduct orientation program on ICS to PG staffs)	1	29	27	2
	Conduct capacity development training to GESI Focal Persons	2	47	28	19
	Office Automation System orientation to PG agencies staffs	1	20	16	4
	Conduct capacity development training on PIS to provincial staffs	1	42	34	8
	Total	13	373	321	52

Inclusion Status						
Dalit	Janajati	B/c	Madhesi	Muslim	Other	Disability
3	55	274	40	1	0	0





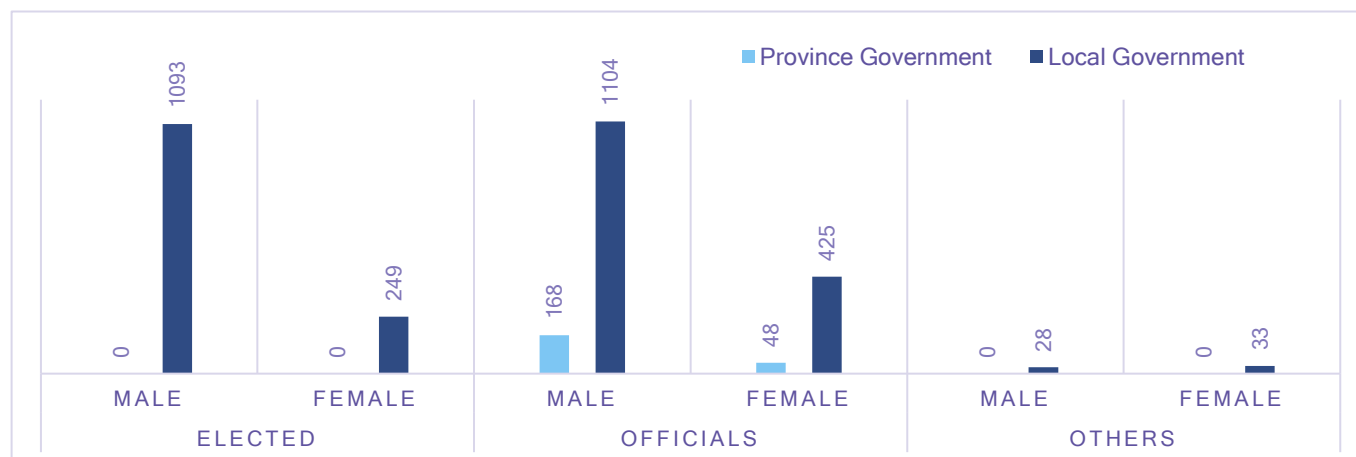
## ANNEX-2 DETAILS OF TRAINING/ORIENTATION/WORKSHOP ORGANIZED BY PCGG

Unit	Activity	No. of event	No. of participants	Men	women
PCGG	Cross Sharing and learning visits for PCGG officials	1	12	10	2
	Orientation on LISA and FRA with Action Plan for DCC Chair person, Deputy Chair Person & DCO	32	760	645	115
	MTEF TOT for freelancers	1	34	32	2
	MTEF Orientation program	2	57	32	25
	Orientation program on Periodic Plan of 15 LGs	1	22	21	1
	GESI mainstreaming Training to GESI Focal Person of LGs	3	103	31	72
	ToT training to localize on code of conduct to control sexual harassment	1	30	13	17
	ToT training on CFLG/Senior citizens & disabilities	1	33	15	18
	GRB orientation Training to Deputy Mayor/Vice Chairperson	3	105	25	80
	Code of conduct orientation program to Deputy Mayor/Vice chairperson, COA and GESI focal person	12	268	103	165
	Senior citizens, disabilities and CFLG Orientation Program	2	52	14	38
	Orientation on grievance handling	2	45	42	3
	e-GP training to staff of Province Ministries.	2	40	29	11
	Budgeting, Planning, and Result Based Monitoring training to staff of Province Ministries P1.	1	15	12	3
	Motivational and Behavioral Change training to front desk staff of Province Ministries of P1.	1	17	8	9
	Capacity Development (ToT) training to staff of Province Research and Training Academy.	1	16	13	3
	MTEF training to staff of Province Ministries and subordinated office.	1	28	20	8
	Parliamentary System and Secretariat Management training for secretariat staff of Province Assembly Members	2	86	77	9
	Orientation program to localize Code of Conduct for Prevention of Sexual Harassment for Staff of Province Government and Subordinated staff.	1	14	9	5
	Orientation on LGOA to the new elected ward chairs of LGs	25	970	961	9
	3 days IEE and EIA Training for technical staffs of LGs.	2	62	59	3
	3 days training on Result Based Planning, Budgeting & Monitoring for LG's staffs & representatives	2	62	29	33
	3 days TOT on Ward level Service Delivery for Local Freelancers	1	27	5	22
2 day Vital Registration & Social Security (VERSP-MIS) Training for LGs' staffs	2	76	56	20	
2 days training on service delivery of LGs' ward secretary of Panchthar & Taplejung district.	4	74	59	15	

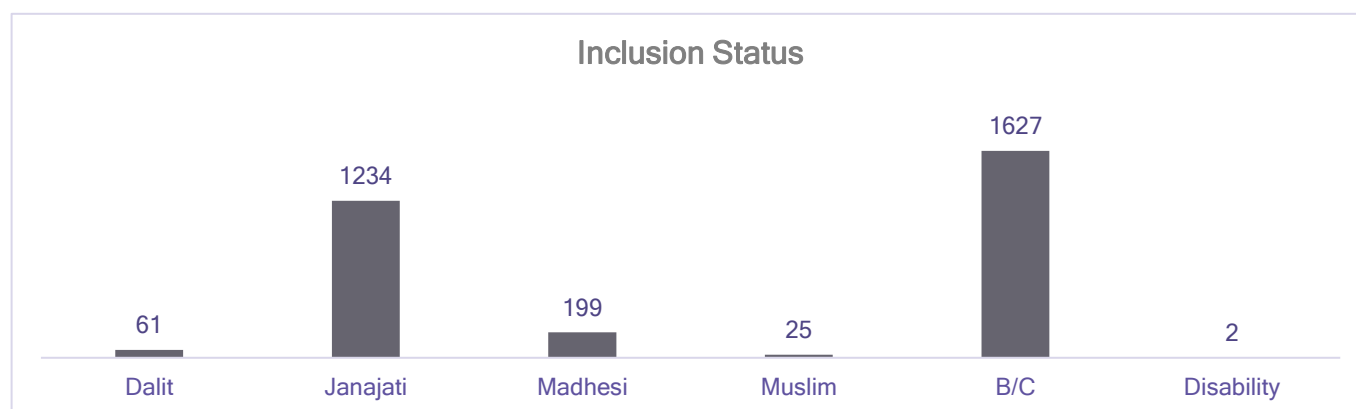
	2 days training on service delivery of LGs' ward secretary of Ilam & Jhapa district.	2	82	61	21
	Capacity Development Training for new IT Officers of LGs.	1	31	29	2
	7 days Job Entry Training for new assistant level (4th & 5th) staffs of LGs.	3	68	37	31

**Details of Beneficiaries of CD activities of FY 2079/80**

	Elected		Officials		Others	
	Male	Female	Male	Female	Male	Female
<b>Province</b>	0	0	168	48	0	0
<b>Government</b>						
<b>Local Government</b>	1093	249	1104	425	28	33
<b>Total</b>	<b>1093</b>	<b>249</b>	<b>1272</b>	<b>473</b>	<b>28</b>	<b>33</b>



GESI Status						
Ethnicity						
Dalit	Janajati	Madhesi	Muslim	B/C	Disability	Total
61	1234	199	25	1627	2	3148



\*\*\*\*\*End of The Report\*\*\*\*\*