



Ministry of Federal Affairs and General Administration (MoFAGA)
Provincial and Local Governance Support Programme (PLGSP)

9th Technical Assistance Sub-Committee (TASC) Meeting Minute

Meeting Date: 25 January 2024

Meeting chaired by: Dr Narayan Regmi, Joint Secretary and National Program Director

Meeting Convener: Mr Bhupendra Sapkota, Under Secretary and National Programme Manager

Participation: Representatives from PLGSP JFA DPs, UNDP and PCU team

Venue: Programme Coordination Unit

Decisions:

1. Noted TA progress review of 2023 including fund mobilization status.
2. Approved the TA AWP 2024 (01 January to 15 July 2024) with a budget of US\$ 1,506,138. This work plan revises elements of the approved TA plan of 16 July 2023 to 15 July 2024, with limited adjustments to some activities and budgets. This work plan is derived from the approved ASIP 2023-24.
3. Approved the proposal to discontinue the contracts of the Innovative Partnership Fund Experts (IPF Experts) based in Koshi, Gandaki and Sudurpaschim PPIUs and Infrastructure Development Experts (ID Experts) based in PCGGs, in line with Provincial advice and consistent with approved ASIPs. The discontinuation will follow NIM compliance process for separation of the relevant experts.



Annex-1 Discussion

1. Chairing and opening remarks by NPD:

NPD, Dr Narayan Regmi, welcomed all participants and highlighted that this TASC meeting has a focused agenda on key decision-making related to TA workplan 2024 (revision with minor adjustments to the already approved plan) and on staff separation for two positions. He invited all for an open discussion on the agenda.

2. Brief Presentation

NPM Mr Bhupendra Sapkota made a brief presentation on revised annual work plan and rationale on TA progress review of 2023 activities. During the presentation, NPM advised that the revised TA AWP 2024 (January to July 2024) consists of the unaccomplished activities of 2023, two new activities and already planned activities, with adjustments to the planned budget. Altogether, the total budget of the activities is US\$ 1,506,138.

NPM also proposed to discontinue the IPF Expert and Infrastructure Development Expert positions on the basis that there are no activities and budget allocated for these areas in the ongoing ASIP; NPM also informed that TA structural review report and provincial consultations have also suggested discontinuing these positions (three provinces suggested to discontinue, three provinces suggested to retain, and one province suggested to PCU to decide in case of IPF Expert).

There is no assigned work for these position holders, so continuation of the positions is not justified as per earlier TASC discussion on this issue. NPM added that these two position holders were also informed during the all-staff review meeting last year that their positions will be discontinued to enable them to plan ahead.

Detail of AWP is in annex-3 and presentation in annex-4.

3. Remarks from TASC Participants

The Development Partners appreciated the TA progress. On behalf of all DPs, Foreign Commonwealth & Development Office (FCDO) and Swiss Embassy confirmed the proposed work plan and discontinuation of the positions, welcoming this as an example of empowering Provincial prioritization. They also enquired regarding the budget allocated for the learning visit and other TA recruitment processes, which NPM clarified will not proceed until reprogramming has been agreed and completed.

UNDP updated that the recruitment status of ongoing positions (for 12 persons in 6 positions) is now almost complete. Some positions, such as PFM expert and ID Expert, are not in recruitment process as they were not required, based on the workload / work plan. This also frees up resources to be dedicated to the reprogrammed activities.

TASC meeting minute 2 of



4. Closing Remarks by NPD:

NPD thanked all participants for queries and assured all points are well noted and will be actioned as appropriate. He also thanked UNDP for its commitment in providing TA services and their ongoing commitment to the Programme.

Annex-2: List of Participants

Date: 25 January 2024

Venue: DCC Meeting Hall

S.N.	Name	Designation	Organization
1	Dr. Narayan Regmi	Joint Secretary/National programme Director	MoFAGA/PLGSP
2	Mr. Bhupendra Sapkota	Under Secretary/National Programme Manager	MoFAGA/PLGSP
3	Ms. Binda Magar	Governance Advisor ARR(Programme)	UNDP
4	Mr. Ian Macdougall	Federal Governance Specialist & Development Partner Co-Ordinator	UNDP
5	Mr. Padam Bhusal	Program Coordination and Quality Assurance Analyst	UNDP
6	Ms Aneela Khan	Counsellor	Norwegian Embassy
7	Ms Kaluwa Vergamota	Programme Manager	European Union
8	Mr. Madhu Bishwakarma	Governance Advisor	FCDO/British Embassy
9	Ms. Smita Bajracharya	Programme Manager	FCDO/British Embassy
10	Mr. Namit Wagley	State Building Advisor	Swiss Embassy
11	Mr. Baburam Shrestha	PFM Specialist	PLGSP
12	Mr. Surendra Bhandari	Finance Officer	PLGSP