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## UPCOMING EVENTS

January / February 2015

- Board meetings:
  - 19 January for Puntland
  - 20 January for Somaliland
  - 29 January for Mogadishu
- LPAC meeting takes place on 29 January to discuss revised parliamentary support project document
- Mr. Atm Obaidullah will start working as budget/financial oversight consultant for Somaliland parliament and National Federal Parliament
- Mr. Austin Zvoma will start work with Somaliland Parliament Secretariat - capacity building for administration

**Dear Reader,**

Welcome to the first newsletter of 2015 for the UNDP Parliamentary and Constitutional Support project. Having received positive feedback from the last newsletter, which was the first ever for the project, we intend to continue informing our readers about the work we do in a qualitative but easy-to-digest manner. This newsletter focuses on key project activities that essentially took place in the month of December 2014 and beginning of 2015.

The project team wishes all readers a successful and safe Year 2015

## PCSP Project Documents will be revised

Following the guidance provided during the last project board meeting, the project has elaborated a revised project document. The main change will be the split of the parliamentary and constitutional support project into two projects, one for the support to parliaments and the other to support the 2015 constitutional review process. Both projects shall be implemented by the same project staff. The revision of the parliamentary support project is based on lessons learned during the past two years and it is planned

to include a number of new activities such as the support to enhance security of the parliaments and provision of assistance to the newly emerging parliaments (interim regional administrations).

Drafts of the revised project documents have been shared with key stakeholders for further inputs. In line with UNDP procedures the revised project document will be discussed in a Local Project Appraisal Committee (LPAC) meeting in January 2015.



Parliament Building, Mogadishu, after the May 2014 attack

## Security Assessments of Parliament Compounds

During 2014 the National Federal Parliament twice became victim of terrorist attacks. Providing a secure environment of law makers and parliamentary staff has been identified as a key priority. Following a security assessment of the National Federal Parliament premises in the summer of 2014, UNDP security experts have now conducted similar assessments for the premises of the Parliaments in Puntland and Somaliland. The results of these assessments will be the basis for support to enhance security of all three parliaments.

## PARLIAMENTARY AND CONSTITUTIONAL SUPPORT PROJECT

The UNDP Parliamentary and Constitutional Support Project is supported by the European Commission, Norway, Sweden, the United Kingdom (DFID), UNDP BCPR, and is managed by the United Nations Development Programme in Somalia.

**Elaboration of the Organizational chart of the Somaliland HoR’ secretariat workshop**

On 18 and 19<sup>th</sup> December 2014, a workshop on the elaboration of an organizational chart of the House of Representatives’ secretariat was organized in Hargeisa. 16 staff including all the heads of departments and the secretary general attended the workshop. The objectives of the workshop were to focus on informing the HoR staff on the importance of the organizational chart, to recognize the need for a clear division of tasks and responsibilities, to clarify the relationship between the various departments, and to avoid duplication of roles and responsibilities within the HoR’s secretariat. The workshop was also an opportunity to discuss the establishment of a communication unit / department. Following

the workshop, a draft organizational chart was finalized and submitted to the Speaker of the parliament based on the inputs and the recommendations discussed during the workshop.



*Workshop with members of one of the Committees*

**Parliamentary development expert begins work in Puntland**

The Puntland Parliament has decided to commence a revision of its Parliamentary Rules of Procedure as a priority over other reforms. On Dec 12<sup>th</sup> it formed a special Parliamentary Committee to work with UNDP consultant David Payne on this issue. So far five three-hour work sessions were held in December 2015 to get off to

an enthusiastic start. Members of the Committee indicated that MPs need to be fully familiar with the Rules to be able to conduct their work. David Payne – a Canadian MP for 15 years – and former Parliamentary Secretary to Quebec’s Prime Minister is leading UNDP support to this important reform. In his work with the MPs he shared

Information and best practices of other parliaments but insisted that Rules must be designed by the Puntland MPs themselves according to their own history and values. The most important asset of an effective MP is to know *how* to use the Rules to best effect. Current Rules do not address the issue of Government’s accountability to parliament. Similarly, rules must provide better mechanisms to MPs and Committees for their role as representatives of the people.

The Speaker of the Assembly took part in two of the workshops and emphasized the importance of improved rules of procedures. The Assembly has given itself a deadline of June 2015 for adoption of the revised Rules of Procedure.



*Puntland MoCFAD staff during a workshop*

**Training NFP Committees**

In December 2015, UNDP consultant George Crawford held several working sessions with Committee Clerks and Committee Secretaries to gain common understanding on what format should be used and what material should appear in Committee Reports related to draft laws. The sessions also included training on how to do research work for MPs in order to gather information.

The results from the meetings and an informal survey of the Clerks conducted by UNDP in the context of the workshops, will enable the Secretariat, to produce templates for Committees to be applied when preparing Committee reports on Draft Legislation, reports on parliamentary oversight findings and reports on the results of parliamentary investigations.

The standardization of formatting and content will greatly enhance the information available to MPs in their deliberations and will increase the transparency of the Committees to the public.

The consultant George Crawford is a senior governance adviser with many years of experience in the US House of Representatives.



*A training session with clerks of the NFP committees*

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### UNDP consultant conducts a three day consultation workshop on Administrative law in Somaliland

On 23-25 December 2014, UNDP designed, organized and financed a three-day workshop held in Hargeisa, where 50 representatives from various ministries, law universities and civil society organizations expressed their views on the draft administrative law and provided inputs and recommendations. The group discussions and the presentations on the chapters of the law were facilitated and led by members of the committee in charge of the draft law. The three days constituted a privileged space for dialogue and discussions in order to reflect on the upcoming Administrative law before approval by the Parliament. A comprehensive workshop report including recommendations and suggested that amendments will be submitted to the Committee for consideration when discussing the draft law.



*Participants have a discussion during a workshop in Hargeisa*

### Workshop on Parliamentary procedures in Puntland



*UNDP consultant with Senior staff of the Puntland Assembly*

The Assembly of Puntland wasted no time in December when it asked UNDP to conduct a two-day workshop (Dec 14<sup>th</sup> & 15 Dec, 2015) on "Parliamentary Procedure." All twelve senior Staff were invited by the Secretary General to take part, and all did so. On the first day UNDP consultant David Payne guided Senior Staff in an informal self-assessment of each of their roles and responsibilities in the Parliament. They then studied and discussed the recently adopted Parliamentary Strategic Plan. Thereon followed a discussion on the values and vision as spelled out in the Strategic Plan. On the second day, in the morning, each participant was invited to describe how his/her job description relates to one or all of the three points that Parliamentary mission focused on: Representation, Oversight and Accountability. And finally in the afternoon session, the group collectively designed a flowchart of the Assembly's Parliamentary Procedures under the consultant's guidance: each staff member took to the floor and the participants agreed it was a highly enjoyable exercise.

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### UNDP consultant supports the development of manuals for Puntland MoCFAD

With the assistance of the Organizational Development Consultant Warsame M. Hassan, the Puntland Ministry of Constitution, Federal Affairs and Democratization (MOCFAD) developed and put into practice two policy manuals on human resource policies and financial management policies. The two documents are critical to strengthen operations and service-delivery capabilities of the MOCFAD. The financial manual has been developed in accordance with the Somali and Puntland financial management and accounting regulations and generally accepted accounting principles. In the human resource

manual, policies and guidelines will help to provide fair, equitable, and consistent decisions on matters relating to MOCFAD employees. By developing this document, MOCFAD ensures that employees are treated equally, performance accountability is in place, work environment is safe and employment practices comply with the law. The manual is consistent with both the Somali and Puntland constitution employment laws and standard HR practices. In the financial management policy manual, Policy Development Consultant Mr. Sagal Hersi and Mr. Warsame Hassan collaborated to develop the manual for MOCFAD.

The Ministry endeavors to establish a robust and prudent accounting and financial control system. The manual details key financial management areas, such as handling bank accounts, payment processes, approvals and budgeting. It regulates for accurate, timely and complete transactions, and serves as a guide for financial reporting to government, funders and the public. Also, as part of the ongoing staff training, consultants shared the two manuals with ministry staff in order to receive their feedback. The Ministry's intentions are that every employee receives orientation on the content of the manuals.



UNDP Consultant with MoCFAD staff

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