

# 18 Months Rolling Work Plan (Jan. 2010 - June 2011)

## Labour Market Analysis and Employment Generation

UNDAF

**UNDAF Outcome:** 1. By 2012, opportunities for generation of income and employment increased in targeted poor areas. (MDGs 1, 8)

**Expected CT Outcomes:** 1.3. Capacity of the RGoB strengthened to formulate policy framework for Private Sector Development with focus on employment generation and pro-poor growth through the promotion of MSMEs.

1.4. New Micro, small and medium enterprises (MSMEs) and jobs created, with emphasis on women and youth.

**Expected CT Output(s):** 1.3.4; 1.4.1

**Implementing partner:** Ministry of Labour and Human Resources, Youth Development Fund

NARRATIVE

1. The AWP aims to enhance the capacity of the MoLHR to: a) guide national employment and human resource development policies, plans, and strategies through the strengthening of labour market analysis and publishing of the National Human Resource Development Policy; and b) reduce unemployment, especially among youth and women through skills training and increased opportunities for self-employment and small businesses
2. In collaboration with implementing partner (IP) and UNDP, the Gross National Happiness Commission coordinates the overall AWP implementation and progress review through quarterly, mid-year and annual review meetings. The IP is responsible for ensuring the achievement of AWP results through day-to-day management, implementation, monitoring of the activities, proper use of funds and submission of quarterly financial and progress reports. UNDP is responsible for monitoring, timely release of funds, and technical support to implementation.
3. The partners adopt HACT procedures for fund request, release and reporting. Quarterly Direct Cash Transfer modality is applied and Reimbursements or Direct Payment when necessary with prior agreement between all the parties. Assurance activities such as joint field monitoring, spot checks and scheduled audits will be conducted after agreement with the GNH Commission and the IP based on the micro-assessment recommendations.

Programme Period: 2008-2012

Programme Title: Support to MoLHR for strengthening labour market analysis and employment generation especially among youth and women

Award Title: Labour Market Analysis and Employment Generation

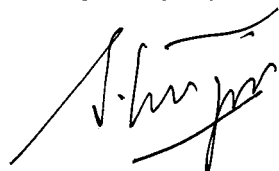
Duration: 18 Months (Jan 2010—June 2011)

Estimated 18 months budget: US\$ 438,638

Allocated resources:

- ▶ UNDP US\$ 432,747 (FIC# 2315)
  - RR: US\$ 167,000
  - OR (HSF): US\$ 265,747
- ▶ UNIDO US\$ 5,891

Agreed by Implementing Partners:



Dasho (Dr.) Sonam Tenzin  
Secretary  
Ministry of Labour and Human  
Resources  
Date:



Aum Yandey Penjor  
Director  
Youth Development Fund  
Date:

Agreed by the Royal Government of Bhutan:

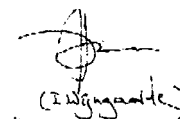


Mr. Karma Tshiteem  
Secretary  
GNH Commission  
Date: 16/02/10

Agreed by UN Agencies:



Ms. Claire Van der Vaeren  
UNDP Resident Representative  
Date: 17/02/2010



Ms. Inez Wijngaarde  
Project Manager  
UNIDO  
Date:

## 18 Months Rolling Work Plan for Jan 2010 - June 2011

EXPECTED CP OUTPUTS and indicators including 18 months' targets	PLANNED ACTIVITIES List all activities including M&E to be undertaken during the year towards stated CP	TIMEFRAME						RESPONSIBLE PARTY			PLANNED BUDGET					
		2010		2011		Implementing Partner	UN	Source of Fund	Budget Description	Amount (US\$)		Total				
		Q1	Q2	Q3	Q4					Q1	Q2		2010	2011		
1.3.4 Labour market analysis strengthened to guide national employment and human resource development policies <b>Indicator 1:</b> Periodic production of labour market information and dissemination <b>Target (18 months):</b> • Periodic production and dissemination of: Labour Force Survey (LFS); Labour Market Information (LMI) Bulletin; Establishment Census; and labour force projection <b>Indicator 2:</b> National Human Resource Development (NHRD) policies reviewed and developed based on periodic labour market analysis <b>Target (18 months):</b> • Human Resource Development (NHRD) policies reviewed and developed based on periodic labour market analysis <b>Target (18 months):</b> Obtain cabinet approval and print NHRD policy	<b>A</b>	<b>Labour Market Analysis and Information and Finalization of NHRD Policy</b>														
	1	Review survey and census instruments and design, including pre-testing through a consultative workshop	X							DoE	UNDP	RR	Workshop	5,000	-	5,000
	2	Establish online job registration system and interconnectivity with the service centers including user training		X						DoE	UNDP	RR	Supplies/ Training	7,000	-	7,000
3	Publish National Human Resource Development (NHRD) Policy		X						DHR	UNDP	RR	Printing	2,500	-	2,500	
<b>Sub-total</b>													14,500	-	14,500	

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		2010				2011		Implementing Partner	UN	Source of Fund	Budget Description	Amount (US\$)				
		Q1	Q2	Q3	Q4	Q1	Q2					2010	2011	Total		
<b>1.4.1. Community based MSME and and cooperatives, particularly those of women and youth, supported through improved access to micro-finance, business development services, marketing, group formation and post harvest management services</b>  <b>Indicator 1:</b> • Number of participants in entrepreneurship and skills development training programmes (by gender, age) <b>Target (18 months):</b> 50 participants trained in 2 batches under IGSP  <b>Indicator 2:</b> • Number of new community based MSMEs registered per quarter/year by ownership (women and youth) <b>Target (18 months):</b> At least 40 new micro enterprises	<b>B</b>	<b>Entrepreneurship and Business Advisory Programme</b>														
	1	Conduct job seekers and employers seminar/ forum	X	X						DoE	UNDP	HSF	Workshop	8,000	-	8,000
	2	Develop manuals and brochures for entrepreneurship	X	X						DoE	UNDP	HSF	Printing	5,000	-	5,000
	3	Advertise IGSP 3rd round training programme	X							DoE	UNDP	HSF	Misc	5,000	-	5,000
	4	Prepare documentary on entrepreneurship programmes			X					DoE	UNDP	RR	TA	-	10,000	10,000
	5	Strengthen capacity of Entrepreneurship Promotion Division		X						DoE	UNDP	RR	Training	5,000	-	5,000
			X							DoE	UNDP	HSF	Equipment	1,500	-	1,500
							X			DoE	UNDP	RR	Equipment	-	3,000	3,000
	6	Conduct entrepreneurship trainings 3rd batch	X	X						DoE	UNDP	HSF	Training/TA	25,000	-	25,000
	7	Provide technical and material support for selected proposals	X	X						DoE	UNDP	HSF	Equipment/S supplies	70,000	-	70,000
8	Provide financial support for selected proposals	X	X						DoE	UNDP	HSF	Grants	110,500	-	110,500	
9	Conduct joint monitoring with Dzongkhags office and assessment of start up businesses	X	X						DoE	UNDP	HSF	Misc	10,000		10,000	
10	Remuneration of the Project officer	X	X						DoE	UNDP	HSF	LTA	2,600	-	2,600	
<b>Sub Total</b>													<b>242,600</b>	<b>13,000</b>	<b>255,600</b>	
1.4.1	<b>C</b>	<b>Artisan Vocational Training</b>														
<b>Indicator:</b> • Number of participants in entrepreneurship and skills development training programmes (by gender, age) <b>Target (18 months):</b> 15 people trained on ToT for tailors (coordination required with item D7/ page 4/ output 1.4.1)	1	Support skills development, technology transfer and TOT to execute 6 modules of basic garment production design and drafting of occupational profile and standards for tailors	X	X						CVTI	UNIDO	UNIDO	Training/ Supplies	5,891		5,891
<b>Sub Total</b>													<b>5,891</b>	<b>-</b>	<b>5,891</b>	

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		2010				2011		Implementing Partner	UN	Source of Fund	Budget Description	2010	2011	Total	
1.4.1	D	Occupational skills development programme for unemployed school dropout youths, particularly the female youths with a focus on sustainable and gainful employment													
<b>Indicator:</b> • Number of participants in entrepreneurship and skills development training programmes (by gender, age) <b>Target (18 months):</b> a) 70 trainees on tourism b) 50 trainees in tailoring c) 20 trainees on specialized construction services	1	Assess capacity and identify existing vocational training institutes and private service providers on skills training	X						DoE	UNDP	RR	Meeting	500	-	500
	2	Identify area of skills in demand in private sector through consultative meeting with stakeholders	X						DoE	UNDP	RR	Meeting	500	-	500
	3	Advocacy and dissemination of information on skills training programme	X	X					DoE	UNDP	RR	Misc	5,000	-	5,000
	5	Conduct training in tourism services			X	X	X	X	DoE/DHR	UNDP	RR	Service provider's fee	10,000	10,000	20,000
					X	X	X	X	DoE/DHR	UNDP	RR	Stipend	5,000	-	5,000
	6	Support establishment of facility for training in tailoring and dress making		X	X				DoE/DHR	UNDP	RR	Equipment	10,000	-	10,000
	7	Conduct training in tailoring and dress making			X	X	X	X	DoE/DHR	UNDP	RR	Trainers fee	6,000	10,000	16,000
										UNDP		Stipend	5,000	-	5,000
8	Strengthen the capacity of VTI to conduct specialized construction training (laying marbles & tiles, using plaster of paris)		X	X	X			DHR/CSC	UNDP	RR	Supplies (\$3000): 2010/ Training (\$5000): 2010	8,000	5,000	13,000	

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		2010		2011		Implementing Partner	UN	Source of Fund	Budget Description	Amount (US\$)		Total				
		Q1	Q2	Q3	Q4					Q1	Q2		2010	2011		
<b>Indicator:</b> • Number of participants in entrepreneurship and skills development training programmes (by gender, age) <b>Target 1 (12 months):</b> 30 youth <b>Target 2 (18 months):</b> 16 no of youth trained in carpentry skills <b>Target 3 (12 months):</b> 36 NFE learners and youth complete training in tailoring and embroidery at the Community Tailoring Unit with a Souvenir Outlet already established in Bumthang	9	Provide job/skills training as integral part of rehabilitation programme for youth: Training for disadvantaged, disabled youth and recovering addicts in media and vocational training	X	X					YDF	UNDP	HSF	Training	1,262	-	1,262	
	10	Provide vocational training and tools for young girls (school leavers) from rural communities. Training provided at the Community Tailoring Unit with Souvenir outlet (Tamshing NFE Centre) in Bumthang	X	X					YDF	UNDP	HSF	Training	1,500	-	1,500	
	11	Provide vocational training in carpentry skills, materials and tools for out-of-school youth from rural communities in Tashigang. -Review of existing curriculum -Recruitment of professional instructors -Identification of beneficiaries and training			X	X	X			YDF	UNDP	RR: 12,000 YDF: 6,260.87	Training/ Equipment/ Supplies/ Consultant	9,000	3,000	12,000
	12	Conduct monitoring, document based practices/ stories and produce periodic reporting of NGO activities supported under the project	X	X						UNDP	UNDP NEX	HSF	Consultant	8,000	-	8,000
<b>Sub-total</b>													69,762	28,000	97,762	

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		2010		2011				Implementing Partner	UN	Source of Fund	Budget Description	Amount (US\$)			
		Q1	Q2	Q3	Q4	Q1	Q2					2010	2011	Total	
1.4.1	E	Integrated advocacy and awareness programme on vocational education and training (VET), job opportunities, career prospects, and other youth and health related issues in higher secondary schools (joint partnership of MoLHR, MoE, MoH)													
<b>Indicator:</b> • Awareness raised on employment, health and youth related issues among school students <b>Target (18 months):</b> -Integrated advocacy and education programme conducted on employment, health and youth related issues in 20 middle and higher secondary schools -Capacity is built among the selected 5-6 schools on the integrated VET programme	1	Conduct integrated advocacy and awareness programme related to VET, job opportunities, career prospects, and other youth and health related issues in middle and higher secondary schools	X	X	X	X	X	X	DHR/DoE/PPD	UNDP	RR	Equipment/Printing	10,000	1,500	11,500
	2	Strengthen capacity of Employment Service centres	X	X				DoE/PPD	UNDP	RR	Training	8,000	5,000	13,000	
										RR	Equipment	7,000	5,000	12,000	
<b>Sub-total</b>												<b>25,000</b>	<b>11,500</b>	<b>36,500</b>	
• Number of participants in entrepreneurship and skills development training programmes (by gender, age) <b>Target (18 months):</b> Trainings conducted for 15 villagers on bamboo weaving (Thangdogkha village) and 18 villagers on carpentry & masonry (Sanu Dungtoe)	F	Support skills development in REAP villages													
	1	Capacity building for Thangdokha village in bamboo weaving in Haa Dzongkhag	X	X	X	X	X	X	DHR	UNDP	RR	Training	3,500	-	3,500
	2	Capacity building for Sanu Dungtoe in carpentry and masonry in Samtse Dzongkhag	X	X	X	X	X	X	DHR	UNDP	RR	Training	4,500	-	4,500
<b>Sub-total</b>												<b>8,000</b>	<b>-</b>	<b>8,000</b>	
<b>Assurance Activities</b>															
	1	Quarterly and annual review meetings	X	X	X	X	X	X							
	2	Field monitoring visits and advocacy visits		X	X	X	X	X		UNDP NEX	RR	Travel/Workshop	3,000	-	3,000
	3	Spot Checks (once a year- MoLHR; twice a year - YDF)		X		X		X							
<b>Sub-total</b>												<b>3,000</b>	<b>-</b>	<b>3,000</b>	
Facilitation & Administration costs of HSF project										UNDP	HSF	UNDP/NEX	17,385		17,385
<b>Grand total (with supporting cost)</b>												<b>386,138</b>	<b>52,500</b>	<b>438,638</b>	

