

**LETTER OF AGREEMENT BETWEEN UNDP AND THE GOVERNMENT OF THE ISLAMIC REPUBLIC OF  
AFGHANISTAN FOR THE PROVISION OF SUPPORT SERVICES**

Dear H.E. Zarar Ahmad Muqbal,

1. Reference is made to consultations between officials of the Islamic Republic of Afghanistan (hereinafter referred to as "the Government") and officials of UNDP with respect to the provision of support services by the UNDP country office for nationally managed programmes and projects. UNDP and the Government hereby agree that the UNDP country office may provide such support services at the request of the Government through its Executing Agent designated in the relevant programme support document or project document, as described below.
2. The UNDP country office may provide support services for execution activities, such as assistance with reporting requirements and direct payment. In providing such support services, the UNDP country office shall ensure that the capacity of the Executing Agent is strengthened to enable it to carry out such activities directly. The costs incurred by the UNDP country office in providing such support services shall be recovered from the administrative budget of the office.
3. In addition, the UNDP country office may provide, at the request of the Executing Agent, the following support services for implementation activities:
  - (a) Identification and/or recruitment, managing payroll of project and programme personnel;
  - (b) Identification and facilitation of training activities, including fellowship, short-term training and study tours;
  - (c) Procurement of goods and services;
  - (d) Security, and
  - (e) ICT.
4. The procurement of goods and services and the recruitment of project and programme personnel by the UNDP country office shall be in accordance with the UNDP regulations, rules, policies and procedures. Support services described in paragraph 3 above shall be detailed in an annex to the programme support document or project document, in the form provided in the Attachment hereto. If the requirements for support services by the country office change during the life of a programme or project, the annex to the programme support document or project document is revised with the mutual agreement of the UNDP Resident Representative and the Executing Agent.
5. The relevant provisions of the Standard Technical Assistance Agreement (STAA) signed between the Government of Afghanistan and the United Nations on 10 May 1956 including the provision on liability and privileges and immunities, shall apply in lieu of the UNDP Standard Basic Assistance Agreement with the Government (the 'SBAA'), the UNDP Country Office shall apply to the provision of such support services. The Government shall retain overall responsibility for the nationally executed programme or project through its designated Executing Agent. The responsibility of the UNDP country office for the provision of the support services described herein shall be limited to the provision of such support services detailed in the programme support document or project document.

6. Any claim or dispute arising under or in connection with the provision of support services by the UNDP country office in accordance with this letter shall be handled pursuant to the relevant provisions of the SBAA.

7. The manner and method of cost-recovery by the UNDP country office in providing the support services described in paragraph 3 above shall be specified in the annex to the programme support document or project document.

8. The UNDP country office shall submit progress reports on the support services provided and shall report on the costs reimbursed in providing such services, as may be required.

9. Any modification of the present arrangements shall be effected by mutual written agreement of the parties hereto.

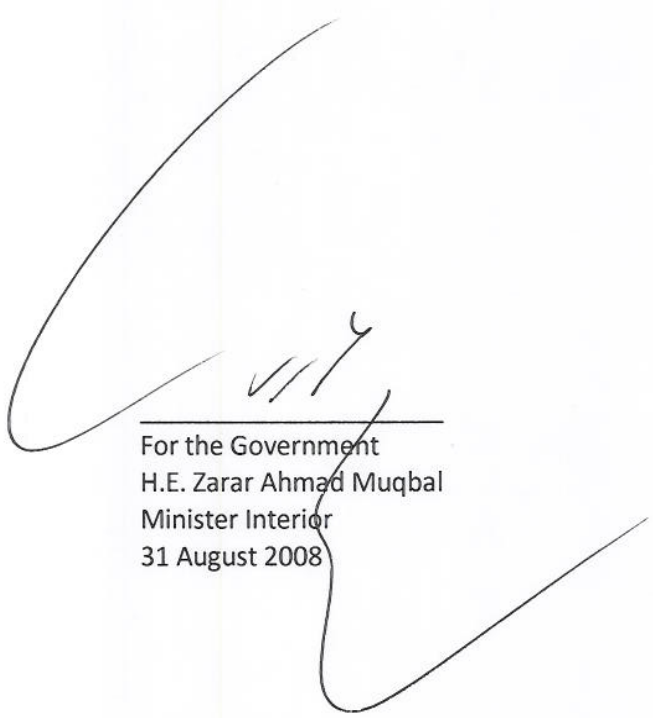
10. If you are in agreement with the provisions set forth above, please sign and return to this office two signed copies of this letter. Upon your signature, this letter shall constitute an agreement between your Government and UNDP on the terms and conditions for the provision of support services by the UNDP country office for nationally executed programmes and projects.

Yours Sincerely,



Signed on behalf of UNDP

Anita Nirody  
Country Director



For the Government  
H.E. Zarar Ahmad Muqbal  
Minister Interior  
31 August 2008

ANNEX 1

**DESCRIPTION OF UNDP COUNTRY OFFICE SUPPORT SERVICES**

1. Reference is made to consultations between the Ministry of Interior, the Executing Agent designated by the Islamic Republic of Afghanistan and officials of UNDP with respect to the provision of support services by the UNDP country office for the nationally executed Law and Order Trust Fund for Afghanistan, project **AFG10-00060964 – LOTFA Phase V.**

2. In accordance with the provisions of the letter of agreement signed on 31 August 2008 and the Project Document, with effect from the project commence date – 1<sup>st</sup> September 2008 the UNDP country office shall provide support services for the Project on cost recovery basis as described below.

3. Support Services to be provided:

Support services	Schedule for the provision of the support services	Amount and method of reimbursement of UNDP
1.Contracting/HR Administration	as required	3% of total expenditure on activities/services carried out/rendered by the CO on behalf of the project. Amounts will be deducted from the project budget in Atlas on a quarterly basis through GLJE.
2.Procurement of goods and services	as required	
3. Finance support	as required	
4.General Administrative Support Services	as required	Actual Cost
6. ICT	as required	
7. Security	As required	

4. Description of functions and responsibilities of the parties involved:

*Functions and responsibilities are described in the Project Document.*