



وزارة التخطيط
دائرة تخطيط القطاعات
قسم التخطيط الصناعي



كيفية عرض تمويل (مشروع / برنامج) للتمويل عن
طريق المنح التي تقدم من قبل الوكالة الكورية للتعاون
الدولي (KOICA)

الإشراف العام

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أيلول - ٢٠١٨

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أن الغرض من التقرير المقدم هو لبيان والتعرف على المعلومات التي تطلبها الوكالة الكورية للتعاون الدولي (KOICA) في حالة رغبة أي جهة حكومية الطلب من هذه الوكالة تمويل مشروع أو برنامج مقترح، حيث ان وكالة (KOICA) عند تقديم لها برنامج او مشروع ستطلب معلومات او بيانات أولية للمشروع المقترح لها و تسمى هذه البيانات بورقة مفاهيم المشروع / البرنامج (PCP)، حيث أن الهدف من ما سيتم عرضه في هذا التقرير هو الاطلاع على البيانات التي تتضمنها الـ (PCP) المعدة من قبل وكالة (KOICA) لكي تقوم الجهات الراغبة بتهيئة وتحضير المعلومات المضمنة ضمن الـ (PCP) للمشاريع والبرامج المستقبلية الراغبة بعرض تمويلها عن طريق المنحة الكورية وتم عرض **Case Study** لمشروع تم تقديمه لغرض حصول منحه لتمويله عن طريق المنحة الكورية.

٢- المعلومات الرئيسية ضمن الـ (PCP)

أن المعلومات الرئيسية الواردة ضمن ورقة مفاهيم المشروع / البرنامج (PCP) المعد والمطلوب من قبل الوكالة الكورية في حالة الرغبة بعرض مشروع وبرنامج لغرض التمويل مبينة في الجدول أدناه:-

الجدول رقم (١):- المعلومات الرئيسية الواردة والمطلوبة ضمن الـ (PCP) المعد من قبل الوكالة الكورية (KOICA)

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٣- التعريف بالمعلومات الواردة ضمن (PCP)

في هذه الفقرة من التقرير سيتم عرض البيانات والمعلومات المطلوبة من قبل الوكالة الكورية للتعاون الدولي (KOICA) لغرض تقديم مشروع/برنامج للتمويل منها، وأن هذه البيانات هي عبارة عن المعلومات الرئيسية لـ (PCP) و الواردة في الجدول أعلاه حيث سنوضحها في أدناه كما وارد في الـ (PCP):-



شعار (LOGO)

الجهة /المنظمة المقدمة

للمشروع /البرنامج

Project Title (Duration/ Budget)

أسم المشروع/البرنامج [مدة التنفيذ / الميزانية (كلفة المشروع)]

Name of Partner Country [أسم البلد المقترح للمشروع /البرنامج]

Project/Program Concept Paper

[تاريخ تقديم أو ارسال استمارة مفهوم المشروع للوكالة الكورية للتعاون دولي], DD, MM, YYYY,

معلومات عن الجهة المقدمة المقترحة للمشروع/البرنامج / Applicant Information	
Name	أسم الشخص المعد للمعلومات البيانات الواردة ضمن أستمارة (PCP)
Position	العنوان الوظيفي / الموقع.
Organization	أسم المنظمة / الجهة المقترحة للمشروع أو البرنامج
Telephone	رقم الاتصال الهاتفي
E-mail	عنوان البريد الالكتروني للشخص و الجهة / المنظمة المقترحة للمشروع أو البرنامج.
Address	عنوان وموقع الجهة المقترحة للمشروع أو البرنامج

SECTION 1. BASIC PROJECT INFORMATION [معلومات المشروع الأساسية]		
1.1	Country	البلد المضيف للمشروع / البرنامج
1.2	Title	عنوان المشروع / البرنامج
1.3	Region(s)/Location(s)	موقع المشروع / البرنامج
1.4	Duration	مدة التنفيذ / (عدد الأشهر (٢٠١٩-٢٠٠٠)
1.5	Budget (total)	الميزانية (كلفة المشروع الكلية) مليون دولار
	- KOICA funding	مقدار المنحة المطلوبة من الوكالة الكورية للتعاون الدولي (مليون دولار). م/ اذا كانت كل كلفة المشروع مطلوب ان تمويل عن طريق منحة فتكتب هنا وتكون مساوية لكلفة المشروع أما اذا كان هناك تمويل اخر مشترك (حكومي، قطاع خاص..) فتكتب قيمتها في الحقول ادناه وهنا نضع المتبقي من كلفة المشروع المطلوب تمويله فقط.
	- Partner government funding	قيمة التمويل الحكومي المشارك في تمويل كلفة المشروع والذي هو ليس ضمن مبلغ المنحة المطلوبة من قبل (KOICA)
	- Other donor funding	مانحين اخرين لكلفة المشروع والذي هو ليس ضمن مبلغ المنحة المطلوبة من قبل (KOICA)
1.6	Objectives	خلاصة عن الاهداف الرئيسية المرجوة من نطاق عمل المشروع / البرنامج
1.7	Beneficiary	الجهات المستفيدة من نشاط المشروع بعد التشغيل (القطاع العام والخاص).
1.8	Implementing organization	أسم الجهات المنفذة للمشروع وفي أدناه تأشير مرجعية هذه : <i>Name</i> : الجهات كان تكون (حكومية، قطاع خاص...)
	- Type	Please check a type of the implementing organization in the boxes. <input type="checkbox"/> Central/national government <input type="checkbox"/> Provincial government <input type="checkbox"/> Public organization <input type="checkbox"/> Others..... [please specify]
	- Major functions	الجهات الرئيسية والاساسية المقترحة لتنفيذ المشروع / البرنامج
	- Annual budget	الميزانية السنوية لهذه الجهات

	- Number of staff	عدد الكادر للجهات المقترحة لتنفيذ المشروع
1.9	Is this a resubmission of a previous PCP?	هل المعلومات والبيانات المقدمة ضمن هذا الـ (PCP) لأول مرة ترسل الى وكالة (KOICA) ام سبقها ارسال وهنا الاجابة على هذه الفقرة تكون كالآتي:- ✓ في حال كان الارسال لأول مرة تكون الاجابة (NO). ✓ في حل حصول ارسال ثاني نتجية لتحديث بيانات ومعلومات تكون الاجابة بـ (YES) ومن المفضل ان يكتب تاريخ الارسال الأولي.

SECTION 2. PROJECT DESCRIPTION [وصف المشروع]		
		Objectives/Outcome/Outputs: Please outline the objectives, the expected outcomes, and outputs of the Project. Please provide the detailed information as an annex 2(Project Design Matrix). If relevant, gender equality/women's empowerment can be manifested as one of the objectives or sub-objectives.
2.1		في هذه الفقرة يتم وصف نبذة عامة عن الأهداف والنتائج والمخرجات المتوقعة نتيجة لنشاط المشروع /البرنامج المقترح على وكالة (KOICA) وتذكر تفاصيلها ضمن المرفق رقم (٢) والذي يمثل مصفوفة المشروع (Project Design matrix) وأن كانت هنالك ضمن نشاط المشروع اهداف تتعلق بـ (gender equality) أي تمكين المرأة كأن يكون العمل أو فائدة معينة من الافضل أن تذكر هنا كأحد اهداف المشروع الرئيسية أو الفرعية.
		Activities: Please describe what will be carried out in terms of planned activities, their timing and duration, and who will be responsible for each activity. It should indicate the sequence of all major activities and implementation milestones. Please provide the detailed information as an annex 3(Project Work Plan)..
2.2		في هذه الفقرة يتم وصف مختصر للفعاليات والنشاطات المخطط أن تنفذ للمشروع والجهات المسؤولة عن تنفيذها ومدة وتاريخ تنفيذها وأن تقديم المعلومات التفصيلية هو ضمن المرفق رقم (٣) خطة عمل المشروع (Project Work Plan).

SECTION 3. PROJECT RATIONALE [مبررات المشروع]		
		SITUATION ANALYSIS: Please provide a brief introduction to the current social and economic situation related to the Project (geographic region and beneficiaries, etc.)
3.1		يتم عرض ضمن هذه الفقرة مقدمة موجزة لتحليل الوضع الراهن المتعلق بنشاط عمل المشروع بعد التنفيذ متضمنة الحالة الاجتماعية والاقتصادية التي سيعالجها نشاط المشروع (كالمستفيدين، المنطقة الجغرافية...وما الى ذلك من الانشطة الاقتصادية والاجتماعية المرتبطة بنشاط المشروع).

3.2	<p>PROBLEM TO BE ADDRESSED: Please describe the problem or critical issue which the project seeks to resolve, how the problem was identified, and how will the Project address the problem. If relevant, analysis on gender equality needs to be described.</p> <p>يتم عرض ضمن هذه الفقرة المشكلة التي سيحاول نشاط المشروع معالجتها والتعريف وكيفية تحديد المشكلة، بالإضافة الى عرض فيما اذا تضمن نشاط المشروع دعم وتعزيز الـ (gender equality) أي مساهمة في تعزيز ودعم دور المرأة في المجتمع.</p>
3.3	<p>COUNTRY DEVELOPMENT STRATEGIES AND POLICIES: Please describe how the Project relates to other relevant national development strategies and policies, and provide the ongoing status of their implementation, results and effects, if any.</p> <p>الموائمة مع السياسات الاستراتيجية والخطط التنموية للبلاد وذلك من خلال وصف ارتباط نشاط المشروع بهذه الخطط والاستراتيجيات التنموية</p>
3.4	<p>JUSTIFICATION FOR INTERVENTION: Please describe how the need for the Project was determined, and what the rationale/justification for the Project (why the Project is considered to be the most effective way the problem is resolved.).</p> <p>مبررات التدخل (المشروع):-- ضمن هذه الفقرة يتم التطرق الى مبررات المشروع في حل مشكلة المعروضة والكيفية التي سيجل او يقلل نشاط المشروع من تأثير المشكلة.</p>
3.5	<p>LESSONS LEARNED: Please describe what lessons Partner Country has drawn on (from Partner Country's own and other's past experience) in designing this Project.</p> <p>الدروس المستفادة: ضمن هذه الفقرة يتم وصف الدروس او التجارب التي تم الاستفادة منها في تصميم أو اختيار فكرة المشروع لحل المشكلة (أي التجارب المشابهة المنفذة).</p>

SECTION 4. STAKEHOLDER ANALYSIS [تحليل أصحاب المصلحة]	
4.1	<p>TARGET BENEFICIARY: Please describe the following information: a) direct and indirect/wider beneficiary group, b) number of beneficiary, with gender segregation if necessary (e.g. 300 children rather than children in 3 schools), c) how the target group was identified, d) why they were selected as target group, e) how intended beneficiaries have been involved in Project design, and their expected role in Project implementation and evaluation. If relevant, the target group needs be disaggregated by sex.</p> <p>ضمن هذه الفقرة يتم بيان المستفيدين المستهدفون من نشاط المشروع:-</p> <ul style="list-style-type: none"> ● مجموعة المستفيدين بصورة مباشرة وغير مباشرة من نشاط المشروع. ● عدد المستفيدين من نشاط المشروع. ● سبب اختيار المجموعة المستهدفة من نشاط المشروع.

	<ul style="list-style-type: none"> هل شاركت المجموعة المستهدفة في تصميم أو اقتراح فكرة المشروع ودورهم المتوقع في تنفيذ وتقييم المشروع. <p>من الافضل ان يتم تصنيف الفئة المستهدفة حسب الجنس (ذكور وأناث) لأبراز الـ (gender equality) أي مساهمة نشاط المشروع في خدمة المرأة.</p>
	<p>OTHER STAKEHOLDERS: Please describe other stakeholders (e.g. partner government agency, international organization, NGO, donor agency, etc.), if any, including a) name/group, b) respective role(s) and cooperation/coordination mechanism, etc.</p>
4.2	<p>ضمن هذه الفقرة سيتم وصف أصحاب المصلحة الاخرون من نشاط المشروع على سبيل المثال الجهات الحكومية، المنظمات الدولية الشريكة، الجهات المانحة للمشروع... الخ، ودور كل منها وألية التعاون والتنسيق لنشاط المشروع.</p>

SECTION 5. PROJECT MANAGEMENT AND IMPLEMENTATION [إدارة وتنفيذ المشروع]	
	<p>PROJECT MANAGEMENT: Please describe a) who will be responsible for planning and management of the Project operations as well as coordinating other bodies and organizations associated with the Project, b) what arrangements will be established to ensure that there will be effective coordination with other relevant programs and activities.</p>
5.1	<p>ضمن هذه الفقرة يتم وصف الكيفية التي سيتم بها إدارة المشروع، من خلال وصف الاتي:-</p> <ul style="list-style-type: none"> الجهة المسؤولة عن التخطيط والأدارة والتشغيل للمشروع، فضلا على التنسيق مع الجهات والمنظمات المرتبطة بتنفيذ وتمويل المشروع. ما هي الترتيبات التي سيتم وضعها لضمان تنسيق فعال مع الجهات الاخرى ذات الصلة بالبرامج والانشطة المتعلقة بتنفيذ المشروع.
	<p>MANAGEMENT OF CONSTRUCTION WORK (IF ANY): Please specify purpose of the building, total floor area, site location, estimated construction duration and budget and O&M plans.</p>
5.2	<p>أدارة أعمال البناء (أن وجدت):-</p> <p>سيتم ضمن هذه الفقرة وصف أعمال البناء وتحديد الغرض من المباني المراد أنشأها والمساحة التي ستحتلها هذه المباني، وموقع هذه المباني والكلفة المقدره لبناء هذه المباني وخطط التشغيل والصيانة لها.</p>

SECTION 6. SUSTAINABILITY [الأستدامة]	
6.1	<p>Please describe whether Project operations are expected to continue, or expand to other areas or sectors, once the current phase of assistance is completed. This could include plans for introducing self-financing provisions to ensure continued viability of operations on Project completion.</p>

ضمن هذه الفقرة سيتم وصف أستمراية عمليات التشغيل المتوقعة للمشروع أو التوسعات المستقبلية لنشاط المشروع لتشمل قطاعات أخرى بعد انتهاء المرحلة الحالية من المشروع (اي مرحلة التنفيذ المقدمة)، وما هي خطط التمويل الذاتية المستقبلية لضمان أستمراية عمليات تشغيل المشروع.

SECTION 7. MONITORING AND EVALUATION [المراقبة والتقييم]

7.1

Please include proposed mechanisms and procedures for monitoring of Project operations to ensure that activities occur as planned, that they remain directed towards stated objectives, and that appropriate corrective action is taken if required.

Specifically, please indicate who will be responsible for preparing periodic Project progress and final technical reports and for the accounting of expenditures, if needed, as well as how intended beneficiaries will be involved.

ضمن هذه الفقرة ستم إدراج الأجراءات المقترحة لعملية المراقبة لنشاطات المشروع لتأكد من ضمان تنفيذها كما هو مقرر ولضمان أن تكون موجه نحو الاهداف المعلنة والمخطط لها من نشاط المشروع والأجراءات التصحيحية المناسبة إذا لزم الامر لها، وعلى وجه التحديد يتم ذكر وتحديد الجهات المسؤولة عن أعداد تقارير تقدم العمل لنشاطات تنفيذ المشروع والتقارير التقنية النهائي (FTR) وحسابات النفقات المالية للمشروع، وكذلك كيفية مشاركة المستفيدين من نشاطات المشروع في عملية التقييم والمراقبة لمراحل التنفيذ.

SECTION 8. RISK AND ASSUMPTION [المخاطر والفرضيات]

8.1

Please identify and list the major risk factors that could result in the Project not producing the expected results. These should include both internal and external factors. Please also propose risk mitigation measures to address the potential risks.

ضمن هذه الفقرة ستم إدراج وتحديد المخاطر الرئيسية التي قد تؤدي الى تلكؤ في تنفيذ المشروع أو توقف تشغيله وأن تشمل العوامل المؤثرة الداخلية والخارجية، وما هي التدابير المخطط لها لتقليل تأثير وقوع المخاطر المحتملة.

وفي الجدول أدناه نبين المرافقات التي ستدرج ضمن الـ (PCP) للمشروع المقترح وهي مهمة لأنها تتضمن تفاصيل دقيقة عن فعاليات المشروع / البرنامج المقترح تنفيذه.

الجدول رقم (٢):- المرافقات التي ستضمن ضمن الـ (PCP) المعد من قبل الوكالة الكورية (KOICA)

Annex 1.	Project Location Map	خريطة لموقع المشروع																																				
Annex 2.	Project Design Matrix	<p>مصفوفة المشروع :- وتتضمن التفاصيل الدقيقة لوصف المشروع والواردة في (Section 2.1) ويتم ترتيب البيانات كما مبين في ادناه:-</p> <p>Annex 2. Project Design Matrix</p> <table border="1"> <thead> <tr> <th>NARRATIVE SUMMARY</th> <th>OBJECTIVELY VERIFIABLE INDICATORS</th> <th>MEANS OF VERIFICATION</th> <th>ASSUMPTIONS AND RISKS</th> </tr> </thead> <tbody> <tr> <td>Objectives</td> <td></td> <td></td> <td></td> </tr> <tr> <td>•</td> <td>•</td> <td>•</td> <td>•</td> </tr> <tr> <td>Outcomes</td> <td></td> <td></td> <td></td> </tr> <tr> <td>•</td> <td>•</td> <td>•</td> <td>•</td> </tr> <tr> <td>Outputs</td> <td></td> <td></td> <td></td> </tr> <tr> <td>•</td> <td>•</td> <td>•</td> <td>•</td> </tr> <tr> <td>Activities</td> <td>Inputs</td> <td></td> <td></td> </tr> <tr> <td>•</td> <td>•</td> <td></td> <td></td> </tr> </tbody> </table>	NARRATIVE SUMMARY	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	ASSUMPTIONS AND RISKS	Objectives				•	•	•	•	Outcomes				•	•	•	•	Outputs				•	•	•	•	Activities	Inputs			•	•		
NARRATIVE SUMMARY	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	ASSUMPTIONS AND RISKS																																			
Objectives																																						
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•	•	•	•																																			
Outputs																																						
•	•	•	•																																			
Activities	Inputs																																					
•	•																																					
Annex 3.	Project Work Plan	خطة عمل المشروع ويتضمن الفعاليات المبينة في (Section 2.2)																																				
Annex 4.	Estimated Budget Sheet	<p>الميزانية (الكلفة) التخمينية للمشروع وسيتم توضيحها وتصنيفها وفق الجداول أدناه:-</p> <p>Annex 4. Estimated Budget Sheet</p> <div style="border: 1px dashed black; padding: 5px;"> <p>Instruction</p> <ul style="list-style-type: none"> ● Breakdown of Project Cost <ul style="list-style-type: none"> ➢ Dispatch of Experts: Costs for sending experts to recipient organizations for technical cooperation and capacity building, (including reimbursable expenses such as on-site operational costs) ➢ Construction: Costs for design, construction, supervision and Construction Manager (CM), if the project has an activity that involves construction. ➢ Equipment: Costs for providing and installing equipment, including education costs. ➢ Invitational Training: Costs for capacity building activities in which partner country officials are invited to Korea to learn about Korea's development experiences and draw lessons for their country. ➢ Informationalization: Costs for business process reengineering and information strategy planning (BRP/ISP), system development and supervision, if the project has an activity that involves informationalization. ➢ Project Management: Costs for performance management, risk control, monitoring and evaluation and contingencies, which should be directly managed by KOICA. ● Information provided by the partner <table border="1"> <thead> <tr> <th>Item</th> <th>Necessary information</th> </tr> </thead> <tbody> <tr> <td>Dispatch of experts</td> <td> <ul style="list-style-type: none"> ▷ Expert's technical grade (Junior-level, middle-level, senior-level) ▷ Expert's input (in M/M) </td> </tr> <tr> <td>Construction</td> <td> <ul style="list-style-type: none"> ▷ Building's size and space and projected costs ▷ Costs of similar buildings </td> </tr> <tr> <td>Equipment</td> <td> <ul style="list-style-type: none"> ▷ Item and number and whether it can be bought in the partner country ▷ Equipment specification </td> </tr> <tr> <td>Invitational training</td> <td> <ul style="list-style-type: none"> ▷ Type of courses (manager-level, working-level, others) ▷ Number of participants * Please, note that invitation training can accommodate maximum 15 participants per course due to logistical constraints. </td> </tr> <tr> <td>Informationalization</td> <td> <ul style="list-style-type: none"> ▷ Information system's main functions ▷ Expert's input to complete system development (in M/M) </td> </tr> </tbody> </table> <ul style="list-style-type: none"> ● After reviewing the description above, the Estimated Budget Sheet should be filled out in consultation with KOICA country offices. ➢ Calculation Basis describes how each item of the Budget Sheet is calculated. </div>	Item	Necessary information	Dispatch of experts	<ul style="list-style-type: none"> ▷ Expert's technical grade (Junior-level, middle-level, senior-level) ▷ Expert's input (in M/M) 	Construction	<ul style="list-style-type: none"> ▷ Building's size and space and projected costs ▷ Costs of similar buildings 	Equipment	<ul style="list-style-type: none"> ▷ Item and number and whether it can be bought in the partner country ▷ Equipment specification 	Invitational training	<ul style="list-style-type: none"> ▷ Type of courses (manager-level, working-level, others) ▷ Number of participants * Please, note that invitation training can accommodate maximum 15 participants per course due to logistical constraints. 	Informationalization	<ul style="list-style-type: none"> ▷ Information system's main functions ▷ Expert's input to complete system development (in M/M) 																								
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Item	Cost	Calculation Basis
Dispatch of Experts		Insert Expert's grade and time input (in M/M)
Junior-level Expert		
Middle-level Expert		
Senior-level Expert		
Reimbursable expenses		
Construction		Insert the size of building and cost per m ²
Design		
Construction		
Supervision		
CM		
Contingency		
Equipment		Insert item, number and specification (Equipment may be listed in a separate sheet if there are too many)
Invitational Training		Insert courses and the number of participants
Management-level course		
Working-level course		
Other special course		
Informationalization		Insert system's main functions and expert's input (in M/M)
Project Management		5% - 10% of total project cost
TOTAL		

Annex 5.

Environmental
Screening Checklist

قائمة الفحص (التقييم) البيئي للمشروع ويتضمن اضافة الى قائمة الفحص الاجابة على الاسئلة المطروحة في أدناه وحسب طبيعة كل مشروع تتم الاجابة:-

Question 1. Related environmental impacts

1-1 Will the project include new construction or enlargement or repair of building?

Yes No

1-2 Will the project change geographical features or land use?

Yes No

1-3 Will the project use or develop water resources?

Yes No

1-4 Will the project produce waste?

Yes No

Question 2. Requirement of Environmental Impact Assessment (EIA)

2-1 Does the host country have Environmental Impact Assessment (EIA) related laws or guidelines?

- Yes No

2-2 Is EIA required for the project according to the laws or guidelines in the host country?

- Yes No Unknown

2-3 If the EIA is required, please mark the corresponding item.

- Implemented On going Planning

Question 3. Project's sensitive features

3-1 Does the project come under following sectors?

- Yes No

If yes, please mark the corresponding items.

- Hydropower, dams and reservoirs Urban development
 Roads, railroads and bridges Airports, ports and harbor
 Water supply, sewage treatment Solid waste treatment
 River/Sand control Power transmission and distribution

lines

- Mining development Industrial development
 Forestry Fishery Tourism
 Agriculture (large-scale land-clearing or irrigation)

3-2 Is any of the following area located on or around the project site?

- Yes No

If yes, please mark corresponding items.

- National park
 Protected area designated by the government (cultural heritage)
 Protected area designated by the government (coastal zone, wetlands, reserved area for ethnic or indigenous people)
 Habitat of valuable species protected by domestic laws or international treaties

- Virgin forests, tropical forests
- Buffer zone of protected area
- Ecological important habitat areas (coral reef, mangrove wetland, tidal flats)
- Likely salts cumulus or soil erosion areas on a massive scale
- Remarkable decertification trend areas
- Archaeological, historical or cultural valuable areas
- Living areas of ethnic, indigenous people or nomads who have a traditional lifestyle or special socially valuable areas

Annex 6. Gender & Development Screening Checklist

قائمة لفحص (تقييم) التنمية والمساواة بين الجنسين
وضمن هذه الفقرة ستتم الاجابة عن الاسئلة أدناه:-

Annex 6. Gender & Development Screening Checklist

Question1.	Women/Girls as beneficiaries or participants
1-1	Does this project include women or girls as a target group as direct or indirect beneficiaries? <input type="checkbox"/> Yes <input type="checkbox"/> No
1-2	Do women or girls participate in implementing process as one of the decision makers? <input type="checkbox"/> Yes <input type="checkbox"/> No
1-3	Did this project proposal complete based on the needs assessment of men and women/boys and girls? <input type="checkbox"/> Yes <input type="checkbox"/> No
Question 2.	Relevance to women's empowerment
2-1.	What are the key gender issues in the sector/subsector that are likely to be relevant to this project or program? _____
2-2.	Does the proposed project or program have the potential to make a contribution to the promotion of gender equity and/or empowerment of women by providing women's access to and use of opportunities, services, resources, assets, and participation in decision making? <input type="checkbox"/> Yes (→2-2-1) <input type="checkbox"/> No
2-2-1	If yes, what measures are included in the project design to promote gender equality and women's empowerment— <input type="checkbox"/> Gender action plan <input type="checkbox"/> Other actions or measures <input type="checkbox"/> No action or measure
2-3	Can the proposed project have an adverse impact on women and/or girl or widen gender inequality? <input type="checkbox"/> Yes <input type="checkbox"/> No
2-4	Indicate the intended gender mainstreaming category*: <input type="checkbox"/> GEN (gender equity) <input type="checkbox"/> EGM (effective gender mainstreaming) <input type="checkbox"/> SGE (some gender elements) <input type="checkbox"/> NGE (no gender elements)

٤ - حالة توضيحية لـ (PCP) / Case Study

✓ **الغرض من Case Study :-** في أدناه سندرج (Case Study) لمشروع مقترح من قبل دائرة تخطيط القطاعات / وزارة التخطيط تم تضمين وتهيئة بيانات المشروع وفق الـ (PCP) المعد من قبل الوكالة الكورية للتعاون الدولي (KOICA)، حيث أن الغرض من أدرج الـ (Case Study) هو ليكون حالة دراسية ومثال تدريبي تستفاد منها كافة الجهات للاطلاع عن كيفية توظيف البيانات المتعلقة بمشاريعها المقترح عرض تمويلها من المنح وفق الـ (PCP) المعدة من قبل الوكالة الكورية للتعاون الدولي (KOICA).

✓ **معلومات عامة عن المشروع المقترح والذي أعتبر (Case Study) :-**

في الجدول أدناه سندرج معلومات عامة عن المشروع المقترح قبل الدخول بـ (PCP) الذي أعد لهذا المشروع لتوضيح فكرة المشروع قبل الاطلاع على الـ (PCP) المعد.

الجدول رقم (٣) :- المعلومات عامة عن المشروع المقترح كـ (Case Study)	
اسم المشروع	منظومات القدرة الشمسية في موقع بناية وزارة التخطيط العراقية
الكلفة التخمينية	الكلفة التخمينية التقريبية لمنظومة الخلايا الشمسية المطلوبة للإنارة ومأخذ القدرة فقط حوالي (١,٤٥٢) مليون دولار.
الطاقة المطلوب تجهيزها من المشروع المقترح	قدرت القدرة الكهربائية المطلوبة تقريبا لإنارة بناية الوزارة ومأخذ القدرة فقط بحوالي KVA (625) ماعدا اجهزة التكييف والاجهزة الملحقة بها.
المساحات التي ستستثمر للمشروع المقترح	قدرت المساحة التي من ممكن أستغلالها للمشروع ضمن موقع بناية وزارة التخطيط لنصب منظومات القدرة الشمسية للإنارة ومأخذ القدرة فقط بحوالي (٥٣٨٧,٨٤) م ^٢ بحيث تم فرض ان المساحات الممكن أستغلالها سطح البناية هو (٧٠%) وأن مساحة ممكن استغلالها من الكراجات هي (٥٠) % .
أحتمالات المخاطر اثناء التنفيذ أو التشغيل	<ul style="list-style-type: none"> • عدم امكانية استغلال كل المساحات المتوفرة ولذلك تم اقتراح بفرض ان المساحة الممكن استغلالها من اسطح البناية هي (٧٠%) و (٥٠%) للكراجات لنصب منظومات الطاقة الشمسية. • عدم امكانية استغلال اسطح البناية لدواعي أمنية أو الى اخره فلذلك تم فرض أن المساحة الممكن استغلالها من الكراجات هي (٥٠%) وأن الخلايا الواجب استخدامها هي من نوع (Mono-Si) والتي تقريبا تحتاج (٧) m² لانتاج (١) kw. • مخاطر مناطق الظل التي قد تآثر على فعالية نشاط الخلايا لم تؤخذ بنظر الاعتبار. • الاتربة التي تؤثر على نشاط الخلايا وتم تقدير نسبة من كلفة المشروع لنصب منظومات (Self-cleaning) لتنظيف الخلايا بصورة ذاتية لمواجهة الاجواء المتربة اثناء التشغيل.

وفي أدناه سندرج الـ (PCP) الذي أعد للمشروع المبينة بعض تفاصيله في الجدول أعلاه:-

**Installation of Solar Power System in The Location
of The Ministry of Planning.**

(Duration: 18 month / Budget: 1.452 million \$)

Iraq

Project/Program Concept Paper

23, 10, 2017,

<i>Applicant Information</i>	
Name	Ahmed Noori Kokaz
Position	Senior Engineer
Organization	Ministry of Planning / Sectors Planning Dept.
Telephone	
E-mail	ahmed_planning86@yahoo.com cc dg.sector.plan@mop.gov.iq ind.plan@mop.gov.iq intl.grand@mop.gov.iq
Address	Iraq - Baghdad - Karadat Mariam - Ministry of Planning - Near the Republic Bridge.

PROJECT/PROGRAM CONCEPT PAPER (PCP)

SECTION 1. BASIC PROJECT INFORMATION		
1.1	Country	Iraq.
1.2	Title	Installation of Solar Power System in The Location of The Ministry of Planning.
1.3	Region(s)/Location(s)	Baghdad / Karadat Mariam.
1.4	Duration	18 months (2019-2020)
1.5	Budget (total)	US\$ 1.452 million
	- KOICA funding	US\$ 1.452 million
	- Partner government funding	US\$ 0 million
	- Other donor funding	US\$ 0 million
1.6	Objectives	<ul style="list-style-type: none"> ❖ Contribution in environmental protection because these systems are environmentally friendly. ❖ High economic feasibility because the project and dose not need high operational costs after installation ❖ Achieving part of the self-sufficiency of clean energy to the Ministry of Planning building. ❖ Promotion of the culture of the use of renewable energy technology in buildings and other governmental institutions in Iraq, considering this project will be partical example for the other governmental establishments in case it is preformed successfully. ❖ Supporting sustainable development goals (the 17 targets adopted on 25 September 2015 at the United Nations Summit on Sustainable Development) particularly Goal (3, 7, 8, 11 and 13).
1.7	Beneficiary	<ul style="list-style-type: none"> ❖ Ministry of Planning. ❖ This project will support the sector of Energy and environment in Iraq.
1.8	Implementing organization	Name : One of the private or public sector companies

<p>- Type</p>	<p>Please check a type of the implementing organization in the boxes.</p> <p><input type="checkbox"/> Central/national government</p> <p><input type="checkbox"/> Provincial government</p> <p><input checked="" type="checkbox"/> Public organization.[Al Zawraa State Co./ ZSC].</p> <p><input checked="" type="checkbox"/> Others:-</p> <ul style="list-style-type: none"> ❖ Private organization [IRAQ GLOBAL TECHNOLOGIES / IGT]. ❖ Private sector company propose by the donor (KO ICA).
<p>- Major functions</p>	<ul style="list-style-type: none"> ❖ <u>Public organization: [Al Zawraa State Co./ ZSC]:-</u> Specialized in the production of electrical distribution and control systems up to 33KV. ❖ <u>Private organization:- [IRAQ GLOBAL TECHNOLOGIES / IGT]:-</u> A private Iraqi company specialized in the design, processing, installation and maintenance of integrated solar energy systems, for example (solar power generators for energy processing for houses, residential complexes and government buildings, solar plants for water treatment, solar pumping and watering stations and solar generators for communication towers). ❖ <u>A private sector company propose by the donor (KOICA):-</u> (e.g:- a Korean company have experience and similar work in this field.
<p>- Annual budget</p>	<p>Unknown</p>
<p>- Number of staff</p>	<p>Unknown</p>

1.9	Is this a resubmission of a previous PCP?	Yes
-----	-------------------------------------------	-----

SECTION 2. PROJECT DESCRIPTION		
2.1	<p>Objectives/Outcome/Outputs: Please outline the objectives, the expected outcomes, and outputs of the Project. Please provide the detailed information as an annex 2(Project Design Matrix). If relevant, gender equality/women’s empowerment can be manifested as one of the objectives or sub-objectives.</p> <p>❖ <u>Objectives:-</u></p> <ul style="list-style-type: none"> ✓ Contribution in environmental protection because these systems are environmentally friendly. ✓ High economic feasibility because the project and dose not need high operational costs after installation ✓ Achieving part of the self-sufficiency of clean energy to the Ministry of Planning building. ✓ Promotion of the culture of the use of renewable energy technology in buildings and other governmental institutions in Iraq, considering this project will be partical example for the other governmental establishments in case it is preformed successfully. ✓ Supporting sustainable development goals (the 17 targets adopted on 25 September 2015 at the United Nations Summit on Sustainable Development) particularly Goal (3, 7, 8, 11 and 13). <p>❖ <u>Outcome:-</u></p> <ul style="list-style-type: none"> ✓ Supporting the energy and environment sector in Iraq. <p>❖ <u>Outputs:-</u></p> <ul style="list-style-type: none"> ✓ Supplying (500 KW) of clean energy to the Ministry of Planning building. ✓ Will provide about (102000 \$/year), which is equivalent the consumption energy of (500 KW). 	
2.2	<p>Activities: Please describe what will be carried out in terms of planned activities, their timing and duration, and who will be responsible for each activity. It should indicate the sequence of all major activities and implementation milestones. Please provide the detailed information as an annex 3(Project Work Plan)..</p>	

Note Before Viewing Activities	
Abbreviation	Meaning
PMT	Project Management Team
CIP	Candidates to Implement the Project
PIE	Project Implementing Entity
FDP	Final Designs of The Project

Activities:-

A. Establishment of the project management team (PMT) and selection of the Project Implementing Entity (PIE).

- 1) Establishment of the Project Management Team (PMT) between the donor (KOICA) and the beneficiary (Ministry of Planning).
- 2) Inviting Candidates to Implement the Project (CIP), (Public and Private Sector).
- 3) To show the candidates for the implementation of the project (CIP) on the work site and to provide them with the data and information required by the Project Management Team (PMT).
- 4) Submission of initial offers for the implementation of the project by the candidates (CIP) to the Project Management Team (PMT).
- 5) Selection of one of the candidates for the implementation of the project (CIP), which will be called the Project Implementing Entity (PIE) by the project management team (PMT).
- 6) Project Implementing Entity (PIE) is notified of the initial acceptance of the offer submitted by the project management team (PMT).

B. Approval of final designs (FDP) and project financing.

- 1) Meetings between the Project Management Team (PMT) and the Project Implementing Entity (PIE) about the final details required to implement the project. (Number of meetings 2 or 3).
- 2) Preparing and submitting the final designs of the project (FDP) by Project Implementing Entity (PIE).
- 3) Studing the final designs of the project (FDP) by the Project Management Team (PMT) and submit a recommendation to the donor (KOICA) and the Project Implementing Entity (PIE).
- 4) Receiving the Project Management Team (PMT) the approval from the donor (KOICA) to finance the project.
- 5) Signing contract the project implementation between the donor (KOICA) and the Project Implementing Entity (PIE).

C. Start of the implementation and financing of the project.

- 1) Preparation of a work site for the Project Implementing Entity (PIE) at the project site by the beneficiary (Ministry of Planning).
- 2) Supplying all materials and equipment required for installation of solar energy systems to the work site in the project by the Project Implementing Entity (PIE).
- 3) Start the work of installation (civil, mechanical and electrical) for solar energy systems at the site of the Ministry of Planning by the Project Implementing Entity (PIE).
- 4) The start of experimental operation of the solar systems installed in the Ministry of Planning building.
- 5) Training a cadre of maintenance staff of the Ministry of Planning by the Project Implementing Entity (PIE) to operate and maintain the project after the end of the trial period.
- 6) submission of the project from by the Project Implementing Entity (PIE) to the trained maintenance staff in the Ministry of Planning.

D. Follow up the implementation of the project.

- 1) Follow up the implementation of the project by the project management team (PMT) and submit monthly reports to the donor of the project (KOICA).
- 2) Provision of the administrative facilities to the Implementing Project Entity (IPE) by the beneficiary (Ministry of Planning).

SECTION 3. PROJECT RATIONALE

SITUATION ANALYSIS: Please provide a brief introduction to the current social and economic situation related to the Project (geographic region and beneficiaries, etc.)

3.1

That the project serves a segment of public sector employees (employees of the Ministry of Planning) to equip part of the clean energy that helps the employees of this ministry to perform their duties. In addition to supporting the energy and environment sector and spreading the culture of renewable energy in the country because the site of the ministry is a civilizational interface for all Iraqi citizens and supporting of the sustainable development goals, particularly Goal 7, 8, 11, 13. And for given the social responsibility of the world to contribute and assist the promotion of renewable energies have asked this grant for this purpose.

3.2	<p>PROBLEM TO BE ADDRESSED: Please describe the problem or critical issue which the project seeks to resolve, how the problem was identified, and how will the Project address the problem. If relevant, analysis on gender equality needs to be described.</p>
	<p><u>The critical issue in Iraq</u></p> <ul style="list-style-type: none"> ✓ Generation and processing of electricity to all sectors of society. <p><u>This project addresses solving the problem in several respects</u></p> <ul style="list-style-type: none"> ✓ Supporting energy and environment sector in Iraq, and promoting the culture of renewable energy investment in buildings of public sector. (Via the provision 500 KW of clean energy and provide about 120 million IQD/Y drain on processing this amount of energy). <p><u>Gender equality</u></p> <ul style="list-style-type: none"> ✓ The project will serve a number of public sector employees working in the building of the Ministry of Planning estimated at (1605) employees and the number of women among them are (798) employees, so the proportion of women will benefit by the project is (49.7%).
3.3	<p>COUNTRY DEVELOPMENT STRATEGIES AND POLICIES: Please describe how the Project relates to other relevant national development strategies and policies, and provide the ongoing status of their implementation, results and effects, if any.</p>
	<p><u>National development strategies and policies</u></p> <ul style="list-style-type: none"> ✓ Integrated National Energy Strategy (2013 – 2030) in Iraq. <p><u>The vision of INSE statement</u></p> <p><i>“Develop the Energy sector in a coherent, sustainable and environment-friendly manner to meet domestic energy needs, foster the growth of a diversified national economy, improve the standard of living of Iraqi citizens, create employment, and position Iraq as a major player in regional and global energy markets”.</i></p> <p><u>Electricity generation within INSE</u></p> <p>The planned expansion of electricity generation within this strategy expected will reaching to (45) GW during 2030 and it is expected the renewable energy generation capacity will reached approximately (5%) of the total generation capacity in 2030.</p> <ul style="list-style-type: none"> ✓ National Development Plan (2018 – 2022) in Iraq (Note: Under preparation). <p>Among the objectives of the National Development Plan (2018-2022) proposed for the electricity sector is expand the investment of renewable energies, especially solar energy, and use environmentally clean technologies for power generation, transmission and distribution.</p>

3.4	<p>JUSTIFICATION FOR INTERVENTION: Please describe how the need for the Project was determined, and what the rationale/justification for the Project (why the Project is considered to be the most effective way the problem is resolved.).</p>
	<ul style="list-style-type: none"> ❖ In particular, the outputs of project will serve a number of public sector employees working in the Ministry of Planning building by providing part of the required electrical power to run lighting and socket capacity in the ministry building. ❖ In general, The outputs of the project help to support the energy sector through spreading the culture of using solar energy technology in buildings and government institutions for the reason are follows:- <ul style="list-style-type: none"> ✓ Supporting the production of electric power which reached in 2015 (9239) MW, which includes the imported electric power estimated at (1398) MW and thus support the Iraqi economy. ✓ Supporting of the current transmission and distribution of electric power, which suffers electrical loads exceeding the loads of the electrical transmission networks. ✓ Helping to reduce the losses of electric power in the stations of the electric power production and transmission and distribution of electric power networks, which was estimated at (48.5%). <p>Where electricity consumption in the government sector was estimated at (28%).</p>
3.5	<p>LESSONS LEARNED: Please describe what lessons Partner Country has drawn on (from Partner Country's own and other's past experience) in designing this Project.</p>
	<p>The idea of this project was suggested by looking at the world's experiences in how to exploit natural energy sources and invest it in meeting part of the demand energy, such as:-</p> <ul style="list-style-type: none"> ❖ Carbon-Zero Building in South Korea. ❖ Masdar City in Abu Dhabi.

SECTION 4. STAKEHOLDER ANALYSIS	
4.1	<p>TARGET BENEFICIARY: Please describe the following information: a) direct and indirect/wider beneficiary group, b) number of beneficiary, with gender segregation if necessary (e.g. 300 children rather than children in 3 schools), c) how the target group was identified, d) why they were selected as target group, e) how intended beneficiaries have been involved in Project design, and their expected role in Project implementation and evaluation. If relevant, the target group needs be disaggregated by sex.</p>

Target Beneficiary:

- a) **Direct:-** Employees working in the Ministry of Planning building.
Indirect:- Supporting energy and environment sector in Iraq.
- b) The number of employees are (1605), including (798) women.
- c) The number of employees targeted to benefit from the energy generated by the solar system was determined by knowing the number of employees in the ministry building.
- d) The site of the Ministry of Planning was chosen to install solar energy systems as a first experiment to install solar energy systems in buildings and other governmental institutions, because of the ministry building is good and does not need to be rehabilitated, in addition the location is located in a good security area.
- e) The staff of employees at the Ministry of Planning prepared initial estimated cost of the project (which is required to be financed by a grant) and estimates the electric power required for the lighting and the power outlet in the ministry building, in addition estimating the required areas for installation the solar energy systems with capacity of (500) kW.

OTHER STAKEHOLDERS: Please describe other stakeholders (e.g. partner government agency, international organization, NGO, donor agency, etc.), if any, including a) name/group, b) respective role(s) and cooperation/coordination mechanism, etc.

Other Stakeholders:-

To support the output of:-

- ✓ Ministry of Electricity.
- ✓ Ministry of Oil.
- ✓ Ministry of Health and Environment.

Within the regard of supporting the vision of (INSE)

“ Develop the Energy sector in a coherent, sustainable and environment-friendly manner to meet domestic energy needs, foster the growth of a diversified national economy, improve the standard of living of Iraqi citizens, create employment, and position Iraq as a major player in regional and global energy markets ”.

4.2

SECTION 5. PROJECT MANAGEMENT AND IMPLEMENTATION

PROJECT MANAGEMENT: Please describe a) who will be responsible for planning and management of the Project operations as well as coordinating other bodies and organizations associated with the Project, b) what arrangements will be established to ensure that there will be effective coordination with other relevant programs and activities.

Project Management:-

When funding for the proposed project is approved, it propose establishment of the Project Management Team (PMT) between the donor (KOICA) and the beneficiary (Ministry of Planning).

The (PMT) duties are:-

5.1

- ✓ Provide the data and information required of project to the candidates for implementation of the project (CIP).
- ✓ Selection one of the candidates for the implementation of the project (CIP).
- ✓ Selection and inform one of the candidates for the implementation of the project (CIP).
- ✓ Studying the final designs of the project (FDP) prepared and submitted by Project Implementing Entity (PIE) and submission a recommendation to the donor (KOICA) about (FDP).
- ✓ Follow up the implementation of the project and submit monthly reports to the donor of the project (KOICA).

MANAGEMENT OF CONSTRUCTION WORK (IF ANY): Please specify purpose of the building, total floor area, site location, estimated construction duration and budget and O&M plans.

5.2

Construction work WORK	
Building	Structures required for installation of solar cell systems.
Total Area	Total area in site (9925 m ²) and estimated the area can be exploited for work from the total area is (5387.84 m ²) and the area required to install solar energy systems working to production (500) KW ranging from (3500 m ² to 5000 m ²) depending on the area required to produce (1) KW is ranging from (7 m ² to 10 m ²).
Budget plan for Construction	0.264 million USD
O&M plans	It is plane to train a cadre of Ministry of Planning staff to operate and maintain this project and start the training period in the middle of the implementation of the project and after the end of the training period, this staff continues working with (PIE) and (PMT) following up the implementation of the project and receiving the operation of the project after its completion.

SECTION 6. SUSTAINABILITY

	<p>Please describe whether Project operations are expected to continue, or expand to other areas or sectors, once the current phase of assistance is completed. This could include plans for introducing self-financing provisions to ensure continued viability of operations on Project completion.</p>
6.1	<p>The objective of the project is to invest the solar energy resources (which known as inexhaustible sources) in the generation of electricity, and when successful implementation of this project will encourage other government institutions to invest their sites in solar power generation and by the way reducing the consumption of electrical power in the government sector, which is estimated (28%) of total processed electrical energy.</p>

SECTION 7. MONITORING AND EVALUATION

	<p>Please include proposed mechanisms and procedures for monitoring of Project operations to ensure that activities occur as planned, that they remain directed towards stated objectives, and that appropriate corrective action is taken if required.</p> <p>Specifically, please indicate who will be responsible for preparing periodic Project progress and final technical reports and for the accounting of expenditures, if needed, as well as how intended beneficiaries will be involved.</p>
7.1	<p><u>Monitoring and Evaluation:-</u></p> <p>Proposing the monitoring and evaluation process during project implementation be carried out within the duties of the Project Management Team (PMT) [Establishment of between the donor (KOICA) and the beneficiary (Ministry of Planning), by preparing monthly follow-up reports for both the donor and the beneficiary.</p>

SECTION 8. RISK AND ASSUMPTION

	<p>Please identify and list the major risk factors that could result in the Project not producing the expected results. These should include both internal and external factors. Please also propose risk mitigation measures to address the potential risks.</p>
8.1	<p><u>Risk:</u></p> <ol style="list-style-type: none">1) The estimated cost calculations were based on the data of the International Renewable Energy Agency (IRENA), which represents the details of the cost of producing (1 KW) of the PV systems in 2015.2) Additional cost may appear during implementation project.

- 3) Areas on which solar systems can be installed in site of project.
- 4) If not possible to exploit the roofs buildings located in the work site for the installation of solar energy systems.
- 5) Shade areas, which change over time in a day as a result of changing the path of sunrise and sunset, which may affect the efficiency of solar cells.

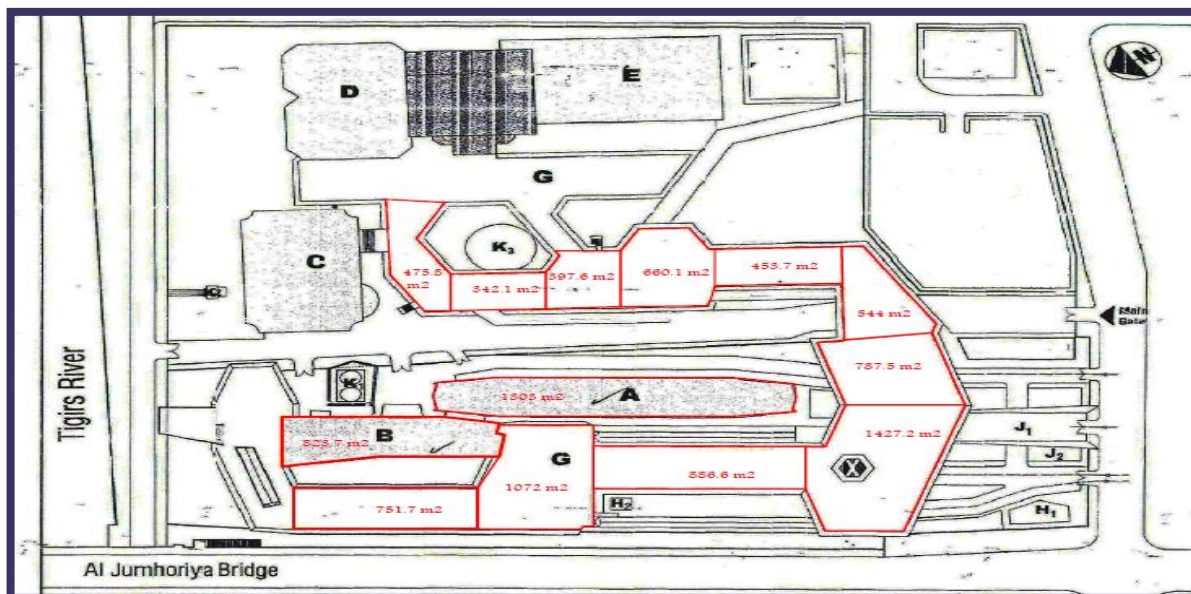
Assumption:

- 1) Price Escalation (10%).
- 2) Additional cost (25%).
- 3) Assumption the area that can be used from car garages at the work site is (50%) of the available space and that the area can be exploited from the roof of buildings in the work site is (70%) then the available areas that can be exploited are estimated is (5387.84 m²).
- 4) If not possible to exploit the roofs buildings located in the work site then can using car garages at the work site (which assumption 50% of the available space that the area can be exploited, whose area is estimated 3899.15 m²) then the area must be used of solar cells to produce (1 KW) from (7 m² to less).

The following documents as annex are required to be submitted with a PCP.

Annex 1. Project Location Map

➤ **Project Map.**



➤ **Project Location**

 <p>Ministry of Planning</p> <p>تسمية توضيحية Ministry of Planning</p> <p>وزارة التخطيط العراقية</p> <p>Google Earth</p> <p>Image © 2017 Digital Globe © 2017 Google</p> <p>200 m</p>	<p>GPS Location</p> <p>.: LATITUDE</p> <p>33° 19' 21.3101" N 33.32258612593877</p> <p>.: LONGITUDE</p> <p>44° 24' 7.2651" E 44.40201806961377</p>
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Annex 2. Project Design Matrix

NARRATIVE SUMMARY	OBJECTIVELY VERIFIABLE INDICATORS	MEANS OF VERIFICATION	ASSUMPTIONS AND RISKS
<p>Objectives</p> <ul style="list-style-type: none"> • Contribution in environmental protection because these systems are environmentally friendly. • High economic feasibility because the project and dose not need high operational costs after installation. • Achieving part of the self-sufficiency of clean energy to the Ministry of Planning building. • Promotion of the culture of the use of renewable energy technology in buildings and other governmental institutions in Iraq, 	<ul style="list-style-type: none"> • Contribution in protection of the environment by reducing greenhouse gas emissions (GHG) as a gas (CO₂) whose a main source is power plants. • The quantity of gas (CO₂) to cut it by the solar energy systems (500 KW), if implemented in the Ministry building estimated at (1) tons / year. • Solar systems will provide part of the cost of collecting electricity, which will provide approximately (120) million Iraqi dinars per year (102,000 \$/ year). 	<ul style="list-style-type: none"> • Using the EXTCH Model SD800. • Using Excel sheet of the Carbon Emissions Estimation Tool (CEET) . 	<p><u>Assumptions:</u> -</p> <ul style="list-style-type: none"> • the traditional power plants it supply the Ministry's building with energy are operating using crude oil. • The amounts spent as a result of the collection of the consumed electricity amounts to (500 KW) were calculated according to the lowest collection electricity price of the government sector (125 IQD / KW . hr).

<p>considering this project will be partial example for the other governmental establishments in case it is preformed successfully.</p> <ul style="list-style-type: none"> Supporting sustainable development goals (the 17 targets adopted on 25 September 2015 at the United Nations Summit on Sustainable Development) particularly Goal (3, 7, 8, 11 and 13). 			
<p>Outcomes</p>	<ul style="list-style-type: none"> Production (500 KW) of clean energy. Reduction of gas CO₂ approximately (1) tons per year. 	<p style="text-align: center;">—</p>	<p style="text-align: center;">—</p>
<p>Outputs</p>	<ul style="list-style-type: none"> Electrical power required for lighting and socket capacity in the Ministry of Planning building (estimated at 500 KW), which can be supplied by solar energy investment through the exploitation 	<ul style="list-style-type: none"> Ammeter (AMPS/PHASE). Area in the Ministry of planning site (by using AutoCAD program). Amounts of collection electricity consumption for the government 	<p><u>Assumptions: -</u></p> <ul style="list-style-type: none"> The power required for the lighting and the power outlet in the Ministry of Planning building was taken in September 2016 and was approximately (359 KW). Therefore, the required
<ul style="list-style-type: none"> Supplying (500 KW) of clean energy to the Ministry of Planning building. 			

<ul style="list-style-type: none"> Will provide about (102000 \$/year), which is equivalent the consumption energy of (500 KW). 	<p>area in the site of the ministry (estimated at 9925 m²).</p>	<p>sector.</p>	<p>capacity is assumed to be (500 KW) to take into consideration the expansion or avoidance of the potential error rate in the readings of measuring current.</p> <ul style="list-style-type: none"> The available space in the Ministry of Planning building was estimated at (9925m²),and assumed that the required area for each (1KW) is (10 m²) which is the upper limit to avoid problems that may appear then the required area is (5000 m²) for (500 KW), and was assumed that the area that can be exploited from the surface of building (A and B) is only (70%), which is estimated at (1488.69 m²) and the area of car garages can be exploited (50%) only (5387.84 m²) then the available area is (5387.84 m²) and it is sufficient to install solar power systems (500 KW). Assuming the less price of the collection amounts of electricity consumption of the government sector (125 IQD / KW.hr). Assuming the highest cost required by the country of origin for each (1 KW) which is (~1750 \$) derived from IRENA data. <p><u>Risks:-</u></p> <ul style="list-style-type: none"> The area that are exposed to the shade will not be followed in the area that will be exploited in the Ministry building site, which may reduce the capacity of
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			the solar panels. Therefore, there must be followed-up for the area that will be exploited for the installation of the solar power panels that have little shadow.
Activities	Inputs		

<ul style="list-style-type: none"> • Establishment of the project management team (PMT) and selection of the Project Implementing Entity (PIE). 	<ol style="list-style-type: none"> 1) Establishment of the Project Management Team (PMT) between the donor (KOICA) and the beneficiary (Ministry of Planning). 2) Inviting Candidates to Implement the Project (CIP), (Public and Private Sector). 3) To show the candidates for the implementation of the project (CIP) on the work site and to provide them with the data and information required by the Project Management Team (PMT). 4) Submission of initial offers for the implementation of the project by the candidates (CIP) to the Project Management Team (PMT). 5) Selection of one of the candidates for the implementation of the project (CIP), which will be called the Project Implementing Entity (PIE) by the project management team (PMT). 6) Project Implementing Entity (PIE) is notified of the initial acceptance of the offer submitted by the project management team (PMT). 	<p style="text-align: center;">-</p>	<p style="text-align: center;">-</p>
<ul style="list-style-type: none"> • Approval of final designs (FDP) and project financing. 	<ol style="list-style-type: none"> 1) Meetings between the Project Management Team (PMT) and the Project Implementing Entity (PIE) about the final details required to implement the project. (Number of meetings 2 or 3). 2) Preparing and submitting the final designs of the project (FDP) by Project Implementing Entity (PIE). 3) Studing the final designs of the project (FDP) by the Project Management Team (PMT) and submit a recommendation to the donor (KOICA) and the Project Implementing Entity (PIE). 4) Receiving the Project Management Team (PMT) the approval from the donor (KOICA) to finance the project. 5) Signing contract the project implementation between the donor (KOICA) and the Project 		

Annex 3. Project Work Plan (Installation of Solar Power System in The Location of The Ministry of Planning)

Start		Jan 1, 2019	Project Title--												Installation of Solar Power System in The Location of The Ministry of Planning						
CATEGORY	TASK	Start Date	End Date	2019												2020					
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Establishment of the (PMT) and (PIE).	Establishment of the (PMT) between the donor and the beneficiary.	01/01/2019	10/01/2019																		
	Inviting the (CIP).	11/01/2019	10/01/2019																		
	To show the (CIP) on the work site and to provide them with the data and information required by (PMT).	10/01/2019	09/02/2019																		
	Submission of initial offers for the implementation of the project by the (CIP) to the (PMT).	09/02/2019	20/02/2019																		
	selection of one of the (CIP) by the project management team (PMT).	20/02/2019	15/03/2019																		
Approval of final design (FDP) and project financing	The (PIE) is notified of the initial acceptance of the offer submitted by the (PMT).	16/03/2019	21/03/2019																		
	Meetings between the (PMT) and the (PIE) about the final details required to implement the project.	21/03/2019	05/04/2019																		
	Preparing and submitting the (FDP) by the (PIE).	06/04/2019	20/04/2019																		
	Studying the (FDP) by the (PMT) and submit a recommendation to the donor and the (PIE).	21/04/2019	05/05/2019																		
	Requesting the (PMT) the approval from the donor to finance the project.	06/05/2019	15/05/2019																		
Start of the implementation and financing of the project	Signing contract the project implementation between the donor and the (PIE).	16/05/2019	20/05/2019																		
	Preparation of a work site for the (PIE) at the project site by the beneficiary.	01/06/2019	15/06/2019																		
	Supplying all materials and equipment required for installation of solar energy systems to the work site to the project by (PIE).	16/06/2019	20/06/2019																		
	Start the work of installation for solar energy systems at the site of the Ministry of Planning by the (PIE).	01/07/2019	20/01/2020																		
	Start of experimental operation of the solar systems installed in the Ministry of Planning building.	01/02/2020	01/06/2020																		
	Training a cadre of maintenance staff by the (PIE) to operate and maintain the project after the end of the trial period.	01/03/2019	01/11/2019																		
	Submission of the project from (PIE) to the trained maintenance staff in the Ministry of Planning.	01/06/2020	20/06/2020																		
Follow up the implementation of the project	Follow up the implementation of the project by the (PMT) and submit monthly reports to the donor.	01/06/2019	20/06/2020																		
	Provision of the administrative facilities to the (PIE) by the beneficiary.	16/05/2019	20/06/2020																		

Table of The Project Work Plan

CATEGORY	No. of Item	TASK	Start Date	End Date
Establishment of the project management team (PMT) and selection of the Project Implementing Entity (PIE).	1	Establishment of the Project Management Team (PMT) between the donor (KOICA) and the beneficiary (Ministry of Planning).	01/01/2019	10/01/2019
	2	Inviting Candidates to Implement the Project (CIP), (Public and Private Sector).	11/01/2019	18/01/2019
	3	To show the candidates for the implementation of the project (CIP) on the work site and to provide them with the data and information required by the Project Management Team (PMT).	19/01/2019	08/02/2019
	4	Submission of initial offers for the implementation of the project by the candidates (CIP) to the Project Management Team (PMT).	09/02/2019	28/02/2019
	5	selection of one of the candidates for the implementation of the project (CIP), which will be called the Project Implementing Entity (PIE) by the project management team (PMT)	29/02/2019	15/03/2019
	6	Project Implementing Entity (PIE) is notified of the initial acceptance of the offer submitted by the project management team (PMT).	16/03/2019	21/03/2019
Approval of final designs (FDP) and project financing	1	Meetings between the Project Management Team (PMT) and the Project Implementing Entity (PIE) about the final details required to implement the project. (Number of meetings 2 or 3)	21/03/2019	05/04/2019
	2	Preparing and submitting the final designs of the project (FDP) by Project Implementing Entity (PIE)	06/04/2019	20/04/2019
	3	Studying the final designs of the project (FDP) by the Project Management Team (PMT) and submit a recommendation to the donor (KOICA) and the Project Implementing Entity (PIE).	21/04/2019	05/05/2019
	4	Receiving the Project Management Team (PMT) the approval from the donor (KOICA) to finance the project.	06/05/2019	15/05/2019
	5	Signing contract the project implementation between the donor (KOICA) and the Project Implementing Entity (PIE).	16/05/2019	30/05/2019
Start of the implementation and financing of the project	1	Preparation of a work site for the Project Implementing Entity (PIE) at the project site by the beneficiary (Ministry of Planning).	01/06/2019	15/06/2019
	2	Supplying all materials and equipment required for installation of solar energy systems to the work site in the project by the Project Implementing Entity (PIE).	16/06/2019	30/08/2019
	3	Start the work of installation (civil, mechanical and electrical) for solar energy systems at the site of the Ministry of Planning by the Project Implementing Entity (PIE).	01/07/2019	30/01/2020
	4	The start of experimental operation of the solar systems installed in the Ministry of Planning building.	01/02/2020	01/06/2020
	5	Training a cadre of maintenance staff of the Ministry of Planning by the Project Implementing Entity (PIE) to operate and maintain the project after the end of the trial period.	01/10/2019	01/11/2019
	6	submission of the project from by the Project Implementing Entity (PIE) to the trained maintenance staff in the Ministry of Planning	02/06/2020	30/06/2020
Follow up the implementation of the project	1	Follow up the implementation of the project by the project management team (PMT) and submit monthly reports to the donor of the project (KOICA).	01/06/2019	30/06/2020
	2	Provision of the administrative facilities to the Implementing Project Entity (IPE) by the beneficiary (Ministry of Planning).	16/05/2019	30/06/2020
List of Abbrivation				
Abbrivation	Meaning of Abbrivation			
PMT	Project Management Team			
CIP	Candidates to Implement the Project			
PIE	Project Implementing Entity			
FDP	Final designs of the project			

Annex 4. Estimated Budget Sheet

Instruction

- **Breakdown of Project Cost**

- Dispatch of Experts: Costs for sending experts to recipient organizations for technical cooperation and capacity building. (including reimbursable expenses such as on-site operational costs)
- Construction: Costs for design, construction, supervision and Construction Manager (CM), if the project has an activity that involves construction.
- Equipment: Costs for providing and installing equipment, including education costs.
- Invitational Training: Costs for capacity building activities in which partner country officials are invited to Korea to learn about Korea's development experiences and draw lessons for their country.
- Informationalization: Costs for business process reengineering and information strategy planning (BRP/ISP), system development and supervision, if the project has an activity that involves informationalization.
- Project Management: Costs for performance management, risk control, monitoring and evaluation and contingencies, which should be directly managed by KOICA.

- **Information provided by the partner**

Item	Necessary information
Dispatch of experts	<ul style="list-style-type: none"> ▷ Expert's technical grade (Junior-level, middle-level, senior-level) ▷ Expert's input (in M/M)
Construction	<ul style="list-style-type: none"> ▷ Building's size and space and projected costs ▷ Costs of similar buildings
Equipment	<ul style="list-style-type: none"> ▷ Item and number and whether it can be bought in the partner country ▷ Equipment specification
Invitational training	<ul style="list-style-type: none"> ▷ Type of courses (manager-level, working-level, others) ▷ Number of participants * Please, note that invitational training can accommodate maximum 15 participants per course due to logistical constraints.
Informationalization	<ul style="list-style-type: none"> ▷ Information system's main functions ▷ Expert's input to complete system development (in M/M)

- **After reviewing the description above, the Estimated Budget Sheet should be filled out in consultation with KOICA country offices.**

- Calculation Basis describes how each item of the Budget Sheet is calculated.

Item	Cost	Calculation Basis
Dispatch of Experts		Insert Expert's grade and time input (in M/M)
Junior-level Expert	0	
Middle-level Expert	0	
Senior-level Expert	0	
Reimbursable expenses	0	
Construction		Insert the size of building and cost per m²
Design & Construction	0.264 million USD	Areas required for installation of solar energy systems is (5000 m ²) or (3500 m ²) depending on the type of solar cells that be used.
-	0	
Supervision	0	
CM	0	
Contingency	0	
Equipment		Insert item, number and specification (Equipment may be listed in a separate sheet if there are too many)
Fixed cost	0.88 million USD	The fixed cost were calculated on the basis of the processing of solar energy systems to generate (500) KW, and based this these costs to the data of the International Renewable Energy Agency (IRENA) in 2015, which estimated that the high costs to produce (1 KW) is (1750 \$).
Additional cost	0.22 million USD	Basis on (25%) from fixed cost
Contingency	0.088 million USD	Basis on (10%) from fixed cost, and it is possible transfer these amounts to the (Design & Construction) cost if necessary.
Invitational Training		Insert courses and the number of participants
Management-level course		Among the total cost of the project and which is the responsibility of Project Implementing Entity (PIE).
Working-level course		Among the total cost of the project and which is the responsibility of Project Implementing Entity (PIE).
Other special course		
Informationalization		Insert system's main functions and expert's input (in M/M)
	0	
	0	
Project Management		5% - 10% of total project cost
TOTAL	1.452 million USD	

Annex 5. Environmental Screening Checklist

Question 1. Related environmental impacts

1-1 Will the project include new construction or enlargement or repair of building?

Yes No

1-2 Will the project change geographical features or land use?

Yes No

1-3 Will the project use or develop water resources?

Yes No

1-4 Will the project produce waste?

Yes No

Question 2. Requirement of Environmental Impact Assessment (EIA)

2-1 Does the host country have Environmental Impact Assessment (EIA) related laws or guidelines?

Yes No

2-2 Is EIA required for the project according to the laws or guidelines in the host country?

Yes No Unknown

2-3 If the EIA is required, please mark the corresponding item.

Implemented On going Planning

Question 3. Project's sensitive features

3-1 Does the project come under following sectors?

Yes No

If yes, please mark the corresponding items.

Hydropower, dams and reservoirs Urban development

Roads, railroads and bridges Airports, ports and harbor

Water supply, sewage treatment Solid waste treatment

- River/Sand control Power transmission and distribution lines

- Mining development Industrial development

- Forestry Fishery Tourism

- Agriculture (large-scale land-clearing or irrigation)

3-2 Is any of the following area located on or around the project site?

- Yes No

Work site is located near the Tigris River.

If yes, please mark corresponding items.

- National park

- Protected area designated by the government (cultural heritage)
 - Protected area designated by the government (coastal zone, wetlands, reserved area for ethnic or indigenous people)
 - Habitat of valuable species protected by domestic laws or international treaties

- Virgin forests, tropical forests

- Buffer zone of protected area

- Ecological important habitat areas (coral reef, mangrove wetland, tidal flats)

- Likely salts cumulus or soil erosion areas on a massive scale

- Remarkable decertification trend areas

- Archaeological, historical or cultural valuable areas
 - Living areas of ethnic, indigenous people or nomads who have a traditional lifestyle or special socially valuable areas.

Annex 6. Gender & Development Screening Checklist

Question1.	Women/Girls as beneficiaries or participants
1-1	Does this project include women or girls as a target group as direct or indirect beneficiaries? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
1-2	Do women or girls participate in implementing process as one of the decision makers? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
1-3	Did this project proposal complete based on the needs assessment of men and women/boys and girls? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Question 2.	Relevance to women's empowerment
2-1.	What are the key gender issues in the sector/subsector that are likely to be relevant to this project or program? <u>Project outputs serve (1605) employees and the proportion of women within this number of employees is (49.7%)</u>
2-2.	Does the proposed project or program have the potential to make a contribution to the promotion of gender equity and/or empowerment of women by providing women's access to and use of opportunities, services, resources, assets, and participation in decision making? <input checked="" type="checkbox"/> Yes (→2-2-1) <input type="checkbox"/> No
2-2-1	If yes, what measures are included in the project design to promote gender equality and women's empowerment— <input type="checkbox"/> Gender action plan <input checked="" type="checkbox"/> Other actions or measures <input type="checkbox"/> No action or measure
2-3	Can the proposed project have an adverse impact on women and/or girl or widen gender inequality? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2-4	Indicate the intended gender mainstreaming category*: <input checked="" type="checkbox"/> GEN (gender equity) <input type="checkbox"/> EGM (effective gender mainstreaming) <input type="checkbox"/> SGE (some gender elements) <input type="checkbox"/> NGE (no gender elements)

o GEN : Gender Equity

- A project is assigned GEN, if the project outcome directly addresses gender equality and/or women's empowerment by narrowing gender disparities through access to social services(e.g. education, health, and water supply/sanitation); and/or economic and financial resources and opportunities (e.g. employment opportunities, financial services, land, and markets), and/or basic rural and urban infrastructure(e.g. rural electrification, rural roads, pro-poor energy distribution, and urban services for the poor); and/or enhancing voices and rights(e.g. decision making process and structures, political empowerment, and grievance mechanisms); and,
- the outcome statement of the project design and monitoring framework(DMF) explicitly mentions gender equality and women's empowerment and/or, the outcome performance indicators

include gender indicators.

○ **EGM : Effective Gender Mainstreaming**

- A project is assigned EGM, if the project outcome is not gender equality or women's empowerment, but project outputs are designed to directly improve women's access to social services, and/or economic and financial resources and opportunities, and/or basic rural and urban infrastructure, and/or enhancing voices and rights, which contribute to gender equality and women's empowerment.

○ **SGE : Some Gender Elements**

- A project is assigned SGE, if it meets either of the following:

(i) by its nature it is likely to directly improve women's access to social services; and/or economic and financial resources and opportunities, and/or basic rural and urban infrastructure, and/or enhance their voices and rights(e.g. education, health, rural development, microfinance, water supply and sanitation, food security, and emergency food and rehabilitation assistance), but that included little, if any gender analysis and few or no specific design features; and did not meet the EGM criteria, or

(ii) is unlikely to directly improve women's access to social, economic or financial resources or opportunities, but significant efforts were made during project preparation to identify potential positive and negative impacts on women. Some gender features are included to enhance benefits to women(e.g. targets for employment of women in project construction work, provision of equal pay for equal work, information campaigns on HIV/AIDS risk, gender training of executing/implementing agencies, and adherence to core labor standards, esp. child labor); and where resettlement is involved includes attention to women in the mitigation/resettlement plans(such as compensation payments to both men and women, joint-ownership of replacement land/housing, restoration of livelihood initiatives for women, and so forth).

○ **NGE : No Gender Elements**

- A project is assigned NGE, when it does not include any gender design features(e.g. no indicator or goal for gender equality, no women's participation or empowerment, no resource or no opportunity for women, etc.).

**Sourced from ADB (2012) Guidelines for Gender Mainstreaming Categories of ADB Projects*