

United Nations Children's Fund | State office for Rajasthan

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Ref: INDJ/SPME/2022/154

1st December 2022

Dr. P. R. Sodani

President

Indian Institute of Health Management Research University (IIHMRU)

1 Prabhu Dayal Marg, Jaipur – 302029

Subject: Approval for No-Cost Extension Request for the period 19th December to 31st December 2022

Dear Dr. Sodani,

Greetings from UNICEF!

This is with reference to the email received from the programme lead Mr. Dharendra Kumar, Prof. IIHMRU dated 1st December 2022 requesting a no-cost extension of our ongoing collaboration for the period 20th January to 19th December 2022. The email states that due to the delay in starting the marriage registration study (adding of quantitative assessment and IRB approval) an additional 11 days would be needed to finalize the study report and clear the field related expenditures. We understand that all other project related expenditures are on track and the final deliverables can be submitted as per the requested no-cost extension timeline, i.e., 31st December 2022

Considering the circumstances contributing to the delay in execution of the aforementioned activity, I am herewith approving your request for no cost extension until 31st December 2022 and request you to kindly ensure that the pending activities are completed well-within the no-cost extension period.

Looking forward to successful accomplishment of the partnership contributing to the wellbeing of children of Rajasthan,

Kind regards,



Isabelle Bardem Sévédé

Chief, UNICEF Office for Rajasthan



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Programme Document

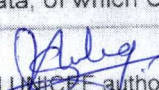
PD Ref. No.: **IND/PCA2021922/PD20221647**

To be issued by UNICEF

Section 1. Programme & CSO overview		
1.1 Programme submission reference	UNICEF Office	UNICEF Office for Rajasthan
	Programme Title	Technical Support to Planning & Statistics department for Strengthening Civil Registration and Vital Statistics (CRVS) System in Rajasthan
	PD submission date	10 January 2022
1.2 Organization information	Organization Name	Indian Institute of Health Management Research <i>University</i>
	Acronym	IIHMR <i>University</i>
	Name of CSO Authorized Officer	Dr. P R Sodani, President
	Title of Authorized Officer	President
	Email of Authorized Officer	iihmr@iihmr.edu.in
	Phone of Authorized Officer	0141-3924700
	Name of Progr. Focal Point	Mr. Dharendra Kumar
	Title	Professor
	Email	dhir@iihmr.edu.in
1.3 Programme information	Telephone	+91 90010 73140
	Planned duration ¹	Start date: 20 th January 2022 End date: 19 th December 2022
	Geographical coverage	State
1.4 Programme budget	Population focus	Vital Statistics Officials & Functionaries of the Directorate of Economics & Statistics, Medical Officers, Registrars and Sub-Registrars
	From CSO	INR 415,000; 8% of total
	From UNICEF	INR 46,41,000; 92% of total
	Total	INR 50,56,000

Section 2. Programme description	
2.1 Rationale/ justification (3 to 5 paragraphs; max 400 words)	According to the United Nations Convention on the Rights of the Child (UNCRC) and other international treaties and national laws 'a name and nationality is the right of every child' and therefore is the first formal recognition by the state of a child's existence. Sustainable Development Goal targets 16.9 (By 2030, provide legal identity for all, including birth registration) and 17.19.2 (Proportion of countries that have achieved 100 per cent birth registration and 80 per cent death registration) are directly linked with CRVS. In addition, Target 17.18 calls for enhanced support for developing countries to improve the quality, timeliness, reliability and disaggregation of their statistical data, of which CRVS is an integral

¹ The planned start date cannot be earlier than the date of signature from both CSO and UNICEF authorized officers.

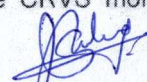

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component. Further, a well-functioning CRVS system is the best source of continuous and up to date information on birth, death and population statistics. These statistics in turn serve as the denominator for a wide range of population-based targets and indicators in the SDGs. 15 of the SDG goals and 24 of the SDG targets require CRVS data for measuring their indicators.

In Rajasthan, while a lot of progress has been made in strengthening CRVS system, which is reflected in the recently released findings of National Family Health Survey 2019-21 (Level of Registration of Birth is 91.4% and level of registration of death is 77.1%), several challenges still remain with regards to universal coverage and timely registration. The level of birth and death registration before 21 days is in the range of 51-80 percent (77.3 births and 66.7 deaths). Special focus to capture events among marginalized and hard to reach groups, Scheduled Tribe households, Nomadic Tribes, etc. is required to bring them in mainstream. The registrars do not take suo-moto cognizance and from the analysis of UNICEF Supported bottleneck analysis carried out in 2019 it seems that the notifiers (ASHAs and AWWs) who facilitate child immunization, somehow miss opportunities for motivating the parents for registering births and other vital events. Further, while death registration has improved there is a need to focus on Medical Certification of Cause of Death which is only 14% as per the Civil Registration System report, 2019. Despite Compulsory Registration of Marriages Act, 2009 the registration of marriages in the state is at sub-optimal level and requires significant push. With the shift to the online registration facility, popularly known as 'Pehchan', the state also generates real time data on the coverage and vital statistics related to birth, death and marriages taking place in the state. However, the use of this rich data has remained elusive and therefore significant scope exists to generate meaningful statistics based on Pehchan data. The bottlenecks analysis had also revealed the need for intensive capacity building both at the level of registrars/ sub-registrars and notifiers.

In this backdrop a need emerged to provide handholding support to the Directorate of Economics and Statistics through an institutional mechanism in addressing the identified bottlenecks. The proposed project is timely as the work around Sustainable development Goals has highlighted the need for a robust CRVS system which can generate real time information that is required to monitor on a real time basis the progress on several targets and indicators. In addition, a well-functioning CRVS is also important for strengthening the delivery of various child related services in the area of child health, nutrition, education and protection. Through the proposed collaboration the project aims at addressing critical bottlenecks in relation to capacity building, analysis and use of Pehchan data, identifying strategies for improving MCCD and registration of marriages, strengthening the CRVS reporting and monitoring system. As outlined in the project proposal the following forms the core of the proposed partnership:

1. Development of capacity building modules together with the learning aids and reference materials for a wide range of CRVS officials and functionaries, including notifiers. In addition, demonstrating the modules through Training of Trainers for core group of Master Trainers from each of the 33 districts
2. Capacity building on Medical Certification of Cause of Death (MCCD) through development of training modules and conducting Training of Trainers (1-Batch)
3. Data analysis to strengthen the MIS of the Pehchan portal and developing CRVS dashboard
4. Undertake a qualitative assessment of the reasons behind both good and poor uptake of Marriage Registration services to inform corrective action by the State
5. Development of a roadmap for strengthening the CRVS monitoring and review system



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The proposed collaboration is expected to strengthen the coverage of civil registration in the state as well as initiate the use of vital statistics generated as part of the process. Two important dimensions, that have not been the focus of past work of UNICEF, are also getting addressed through this partnership, i.e., medical certification of cause of death and marriage registration. The partnership is expected to contribute to the following results at the end of the first year:

1. CRVS Capacity Building integrated in the training programmes of the concerned training institutions of health, ICDS and panchayati raj department
2. A trained pool of resource persons developed and available at the district level to provide handholding support to registrars, sub-registrars and notifiers
3. Reasons for low coverage of MCCD and Marriage Registration identified, and strategies developed for improving the coverage
4. A system for analysing the CRVS/ Pehchan data developed and mechanism in place for dissemination of vital statistics based on this data
5. A CRVS monitoring and reporting system developed, pilot tested and rolled state-wide for improving the coverage of birth, death and marriage registration

IIHMRU UNPP # 16262

IIHMRU PSEA Risk Rating # Moderate as on 23rd June 2021

2.2 Programme document
Expected results

#	Thematic Area	Major Tasks	Deliverables
1.	Capacity Building (Generic)	Training Needs Assessment	• Report
		Module Development	• Training Module covering Births, Still-births, Deaths & Marriages • Learning Aids for Master Trainers • Capsule Modules for Training Institutions • Reference Materials for various Stakeholders
		Workshop with Training Institutions	• Report • Development of Training Institution specific Session Plan & Materials
		Training of Trainers	• TOT for Master Trainers • TOT for Resource Persons of Training Institutions
		Learning Visit	• Study of best practices including AADHAR linked birth registration
2.	Capacity Building (MCCD)	Cross-Learning Workshop at Jaipur	• Report
		Module development	• Training Module on Medical Certification of Cause of Death (MCCD) • Learning Aids for Master Trainers and Reference Materials for various Stakeholders • Training of Master Trainers

[Signature]

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		Training Follow-up	Online follow-up sessions with Medical Officers
3.	Use of Vital Statistics	Study of Pehchan data	- Report - List of Indicators
		Dashboard Development	Pehchan Data Dashboard
		Dissemination of Data	- Bi-annual/ Annual Report - Analytical Fact Sheets (State/ District/ Sub-District)
4.	Bottleneck Analysis of Marriage Registration	Secondary Analysis of Pehchan Data	Marriage registration coverage estimates by districts/ sub-districts (rural and urban area included)
		Desk Review of the Status of Marriage Registration in India	Report highlighting best practices
		Field Study in five districts	Report & Power Point Presentation with major findings and recommendations
		Dissemination Workshop	Report
5.	CRVS M&E System	Situation Assessment through meetings with State, District & Block teams of CRVS	Report
		Development of Standardized Templates	Meeting & Reporting templates/ tools
		Handholding Support in Select Districts	Report

Result statement	Performance indicator/s	Location	Baseline	Target	Means of Verification ²
2040/A0/06/600/601: National, UNICEF programming state governments and other partners have adequate capacity to plan, integrate, implement and monitor social protection programmes for children, adolescents and their families	Number of selected states, with technical support from UNICEF, build capacity of CRVS system	State	91.4%	100%	Pehchan database

² The specific sources from which the status of each of the performance indicators can be ascertained. If any data source is a survey or a study which the implementing partner is planning to conduct for this programme, this should be planned and budgeted for in section 3 below (programme work plan and budget).

Result statement	Performance indicator/s	Location	Baseline	Target	Means of Verification ²
especially addressing marginalized and vulnerable at most critical stages of life cycle and vulnerable situations (*urban slums, climate change impacts, insurgencies) by 2022					
Programme document Output 1 By December 2022, training institutions of the concerned departments in the state have integrated CRVS in their regular training programme curriculum	Training Module on CRVS, along with reference materials and job aids, developed and finalized	State	0	1	Training Module, Reference Materials and Job Aids
	Workshop with Trainings Institutions held to finalize CRVS Training Module	State	0	1	Workshop Report
	# of Master Trainers from Training Institutions trained on CRVS Module	State	0	30	TOT Report
	# of Vital Statistics Officers trained on CRVS module	State	0	60	Report
Programme document Output 2 By December 2022, State Government has enhanced knowledge and capacity to strengthen Medical Certification of Cause of Death	National Workshop on CRVS/ MCCD held	State	0	1	Workshop Report
	Training Module on MCCD developed	State	0	1	Module
	# of Medical Officers trained on MCCD	Online	0	10,000 Medical Officers	Training Reports
	# of Problem Solving Clinics held	Online	0	2	Reports
Programme document Output 3 By December 2022, State Government has enhanced capacity for analyzing and using Pehchan data for	Desk Review of the Pehchan Portal to assess data quality and establish checkpoints/ indicators to be analysed	State	0	1	Inception Report



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Result statement	Performance indicator/s	Location	Baseline	Target	Means of Verification ²
generating meaningful statistics	CRVS Data Dashboard developed and integrated with the Pehchan system	State	0	1	Dashboard
	# of CRVS Fact Sheets prepared	State	0	1 State & 33 Districts	Fact Sheets
	Annual Report on Civil Registration System for 2022	State	0	1	Annual Report
Programme document Output 4 By December 2022, State Government has enhanced understanding about barriers and enablers affecting marriage registration and a roadmap developed for improving marriage registration	Desk Review of Marriage Registration data carried out	State	0	1	Inception Report
	Report based on the study of marriage registration in 5 districts	5 districts	0	1	Report
	Workshop held for dissemination of study findings	State	0	1	Report
Programme document Output 5 By December 2022, State has institutionalized a mechanism for real-time monitoring of CRVS functioning in the state	Report based on the status of inter-departmental coordination committee meetings at district and sub-district level	5 districts	0	1	Report
	Workshop held for dissemination of study findings	State	0	1	Report
	Standardized template and feedback mechanism tools developed	State	0	1	Monitoring Tools

2.3 Gender, Equity and Sustainability	CRVS is an important function that generates important information on indicators relevant for monitoring wellbeing of girl child and women. For instance, the sex disaggregated data on institutional births, sex ratio at birth, literacy levels, age at marriage, cause of death, etc. are all crucial for determining the progress on gendered indicators. A well-functioning CRVS
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	system therefore goes a long way in empowering women. In addition, strengthening the registration of marriages is also an important step towards empowering women with regards to legal rights related to inheritance, etc. From an equity point of view CRVS provides crucial information related to birth, death and marriages disaggregated by sex, location, literacy levels that can be used to understand the progress and thereby determining the need for differentiated interventions in the state. The proposed collaboration is based on a request from the Directorate of Economics and Statistics and is aimed at strengthening institutional capacities within DES through engagement with a technical agency having expertise in the field of health and population studies. The collaboration is designed in a manner that all interventions can be institutionalized and carried out by the department on its own using its own resources, both human and financial. The mainstreaming of capacity building interventions in the course curriculum of state government training institutions of health, ICDS, panchayati raj and other departments will ensure sustainability of training efforts. Similarly, the work on analysis and use of Pehchan data by creating a data dashboard on the existing Pehchan portal would lead to sustainability of efforts including a stronger push for improved coverage of civil registration services. Finally, by introducing a robust monitoring and reporting system, the project will be able to sustain the gains made in the long run.
2.4 Partner's contribution	IIHMRU shall share Rs. 4,15,000 which is 8% of the total project cost.
2.5 Other partners involved	UNICEF SPME Delhi Section will also facilitate collaboration with the World Health Organization (WHO) and United Nations Population Fund (UNFPA), to extend additional support in this endeavor especially constituting a Project Steering Committee that will also have representation from the afore-mentioned organizations
2.6 Other considerations	COVID-19 third wave might derail/ slow down some of the envisaged activities especially the ones that require field level presence. Similarly, the present context might also witness shifting of priorities in State Government as was witnessed during the earlier COVID-waves
2.7 Additional documentation	Nil



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Section 3. Programme work plan and budget

The table below defines the programme implementation work plan (the specific activities to be undertaken towards achievement of each of the programme outputs; the schedule of implementation; and the planned budget, including the CSO and UNICEF's contributions to the programme). *Embedded excel workbook can be used to replace "result statement in section 2" and/or "Programme workplan & budget of section 3" with word templates.*



PD Result
framework & Workf

Result Level	Result/activity	Timeframe (quarters/year(s))					Total (CSO+ UNICEF) [INR]	CSO contribution	UNICEF contribution	
		Q1	Q2	Q3	Q4	Year2			Cash ¹	Supply
Progr. Output 1:	By December 2022, training institutions of the concerned departments in the state have integrated CRVS in their regular training programme curriculum						13,10,000	-	13,10,000	
Act 1	Development of Training Modules	✓	-				680,000	-	680,000	
Act 2	1-day Orientation for Resource Persons of Training Institutions		✓				120,000	-	120,000	
Act 3	Training of Trainers of Vital Statistics Staff (DES)		✓				510,000	-	510,000	
Progr. Output 2:	By December 2022, State Government has enhanced knowledge and capacity to strengthen Medical Certification of Cause of Death						721,000	-	721,000	
Act 4	National Workshop			✓			0	-	0	
Act 5	Development of Training Module on MCCD			✓			150,000	-	150,000	
Act 6	Pilot testing MCCD module in physical setting			✓			136,000	-	136,000	
Act 7	Capacity Building/Training of Medical Officers (Online)			✓			435,000	-	435,000	

¹ The budget is prepared in the currency of implementation. Most generally, this correspond to the local currency in the country.

Result Level	Result/activity	Timeframe (quarters/year(s))				Total (CSO+ UNICEF) [INR]	CSO contribution	UNICEF contribution	
		Q1	Q2	Q3	Q4			Cash ¹	Supply
Progr. Output 3:	By December 2022, State Government has enhanced capacity for analyzing and using Pehchan data for generating meaningful statistics					15,10,000	-	3,00,000	
Act 8	Desk Review of Pehchan Portal & Development of Data Dashboard	✓	✓	✓	✓	12,50,000	-	60,000	
Act 9	Development of Data Factsheet & CRS Annual Report			✓		260,000	-	52,000	
Progr. Output 4:	By December 2022, State Government has enhanced understanding about barriers and enablers affecting marriage registration and a roadmap developed for improving marriage registration					635,000	-	6,35,000	
Progr. Output 5:	By December 2022, State has institutionalized a mechanism for real-time monitoring of CRVS functioning in the state								
Act 10	Bottleneck Analysis of Marriage Registration in the State			✓		545,000	-	545,000	
Act 11	Review of CRVS Monitoring & Feedback Mechanism			✓		75,000	-	75,000	
Act 12	Dissemination Workshop			✓		15,000	-	15,000	
Sub-total for the outputs						41,76,000	-	41,76,000	
Progr. Output 6	Effective and efficient programme management					880,000	415,000	465,000	
Act 6.1	Standard activity: In-country management & support staff ² pro-rated to their contribution to the programme (representation, planning, coordination, logistics, admin, finance)	✓	✓	✓	✓	550,000	250,000	300,000	


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² Costs of technical assistance/staff directly related to the achievement of planned results are budgeted as part of programme output budgeting, see footnote 2.

Result Level	Result/activity	Timeframe (quarters/year(s))					Total (CSO+ UNICEF) [INR]	CSO contribution	UNICEF contribution	
		Q1	Q2	Q3	Q4	Year2			Cash ¹	Supply
Act 6.2	Standard activity: Operational costs pro-rated to their contribution to the programme (office space, equipment, office supplies, maintenance)	✓	✓	✓	✓		330,000	165,000	165,000	
Sub-total for programme costs							50,56,000	415,000	46,41,000	
HQ support costs ³ (7% of the cash component)										
Total programme document budget							50,56,000	415,000	46,41,000	

* UNICEF specifies whether subsequent year funding in the programme budget is indicative for planning purposes only. UNICEF Offices can add additional columns for multi-year planning.


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³ Payable to international CSO with their headquarters outside of the programme of implementation. Amount is an estimate. Amount paid is a standard 7% on actual expenditures subject to calculation exclusions as per UNICEF Guidance on Budgeting and Financial Management for CSO partners

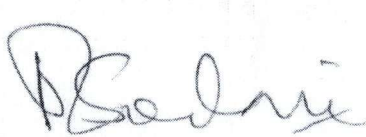
Section 4. Partnership management plan (To be completed with UNICEF as part of finalization of the programme document)

4.1 HACT programmatic visit	Dates planned: May 2022; October 2022
4.2 Final partnership review	Date planned: December 2022
4.3 Cash transfer modality(ies)	DCT
4.4 Observations/ Risk management measures/ Capacity building activities (if any)	Low / No risk

Section 5. Other requirements

5.1 Additional reporting required	N/A
5.2 Applicable technical specifications or guidance	N/A
5.3 Procurement and logistics considerations, if applicable	N/A
5.4 Other	N/A

Section 6. Signatures and date

 Dr. P.R. Sodani President, IIHMRU	 19.01.2022 Ms. Isabelle Bardem Chief, UNICEF Rajasthan Field Office
CSO Authorised Officer name, signature and date	UNICEF Authorised Officer, signature and date


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