**Provincial and Local Governance Support Program**

**(PLGSP)**

**BASELINE SURVEY REPORT**

**(Secondary information part)**

****

**Ministry of Federal Affairs and General Administration**

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Table of Contents

[**SECTION 1: BACKGROUNDS** 1](#_Toc61441040)

[1.1. Provincial and Local Governance Support Program (PLGSP) 1](#_Toc61441041)

[1.2. Baseline of PLGSP 1](#_Toc61441042)

[1.3. Underlying principle 2](#_Toc61441043)

[**SECTION 2: GENERAL METODOLOGY AND BASE VALUES** 3](#_Toc61441044)

[**SECTION 3: ANALYSIS OF BASE VALUES** 7](#_Toc61441045)

[3.1. Indicator 3: Number of framework legislation drafted by Federal Ministries and approved by parliament 7](#_Toc61441046)

[3.2. Indicator 4: # of federal agencies (MOE, MOH, MOA, MCWEC, MOWCSC, MOUD) developed policy guidelines for provincial and local governments in facilitation with MoFAGA (GESI guidelines, disaster management, and social security, CD template and communication strategy related guidelines. 7](#_Toc61441047)

[3.3. Indicator 5: # of PGs that have prepared or adopted effective operational guidelines prepared by MoFAGA for the Provincial Coordination Council 8](#_Toc61441048)

[3.4. Indicator 6: % of PGs and LGs developed revenue improvement plan and harmonized 8](#_Toc61441049)

[3.5. Indicator 7: % of PG and LGs that prepared participatory annual plan and budget by adopting participatory planning & budgeting procedures and tools prepared by MoFAGA/NPC/PLGs. 9](#_Toc61441050)

[3.6. Indicator 8: % of PG and LGs adopting harmonized IT based management policy, systems and guideline. 9](#_Toc61441051)

[3.7. Indicator 17: # of acts and regulations on exclusive and concurrent rights passed by the provincial 10](#_Toc61441052)

[3.8. Indicator 18: # of federal institutions at provincial level fully functional in cooperation with PGs. 10](#_Toc61441053)

[3.9. Indicator 24: # of PGs that have published digital Provincial profile 11](#_Toc61441054)

[3.10. Indicator 31: # 0f LGs that have CD plan 11](#_Toc61441055)

[3.11. Indicator 32: % of LGs that adopted SuTRA as a financial management tool and submitted electronic trimester financial report to FCGO. 12](#_Toc61441056)

[3.12. Indicator 35: % LG that have horizontal cooperation agreements on common issues (waste management, water management, environment, fire brigade etc) 12](#_Toc61441057)

[3.13. Indicator 36: % of LGs that have vertical cooperation agreement with PGs on local economic development 13](#_Toc61441058)

[3.14. Indicator 47: % of budget allocated by LGs in annual plan in response to demand of citizens from discriminatory group. 13](#_Toc61441059)

[3.15. Indicator NA: # of LGs that have periodic plan 14](#_Toc61441060)

[**SECTION 4: ANNEXES** 15](#_Toc61441061)

[4.1. Annex-1: Number of framework legislation drafted by Federal Ministries and approved by parliament 15](#_Toc61441062)

[4.2. Annex-2: Number of federal agencies (MOE, MOH, MOA, MCWEC, MOWCSC, MOUD) developed policy guidelines for provincial and local governments in facilitation with MoFAGA 20](#_Toc61441063)

[4.3. Annex- 3: General Working Guideline for PPIU, PCGG and LG 24](#_Toc61441064)

# **SECTION 1: BACKGROUNDS**

## Provincial and Local Governance Support Program (PLGSP)

The PLGSP is a joint program of the GoN and development partners which aims to strengthen provincial and local governance systems and procedures and inter-governmental relationships to maximize benefits of cooperative federalism. The Ministry of Federal Affairs and General Administration (MoFAGA) is executing agencies while the seven offices of the Chief Ministers and Council of Ministers (OCMCM) is implementing agencies of the PLGSP. Through the programmatic interventions, the PLGSP aims to address five major constraints identified during the program formulation. They include: inter-governmental coordination and implementation; provincial and local government systems and procedures; provincial and local government institutional capacity; empowerment of elected officials and capacity building of civil servants at provincial and local governments; and meaningful participation and downward accountability. The primary focus of PLGSP is on the local governments given the principle of subsidiary as local governments are closest to people and service delivery mechanisms that impact most peoples’ lives on a daily basis.

## Baseline of PLGSP

Baseline survey is understood as a study that is done at the beginning of any program implementation to collect base value corresponding to each program target. The PLGSP, however, was started from 2019; its baseline survey was not carried out in advance. It was delayed due to various technical reasons. As per the PLGSP program document, baseline survey is one of the mandatory activities to be carried out with priority. PLGSP has been expecting that the base values of each program target will help assess the changes occurred in the program results (outcome and outputs) at any time; in relation to the indicators outlined in the Result Framework. Moreover, it will also serves as a basis to measure the contribution of PLGSP interventions towards SDG targets. The PLGSP will mainly contribute to achieve national targets related to SDG1, SDG 13, SDG 16 and SDG 17.

The program document has mandated the PLGSP to carry out Mid-term evaluation in the third year of the program implementation and end-of-program evaluation after completion of the program period. Both evaluations will assess the achievement of program results mostly based on base values. Therefore, Baseline survey has become a prerequisite requirement for the PLGSP to help assess program effectiveness in near future.

## Underlying principle

At any time, the PLGSP has to demonstrate that there are indications of positive changes toward program targets in line to its set theory of change. In order to substantiate that the program is advancing toward the right direction as intended, the PLGSP requires a credible ‘medium’ to satisfy its stakeholders. That ‘medium’ is certainly an independent assessment report of the program results. The Baseline survey provides bench mark information against program targets at the time of its inception so that program evaluators can evidently compare the before-after scenarios.

As per the program document, a Mid Term Review (MTR) of the Program is scheduled at the end of Program period; that is Year 2, to take stock of the progress of the Program implementation and achievement of results as per the result matrix. The MTR will specially focus to assessing progress trends of the set intermediate results, outputs, activities and inputs. Assessment of effectiveness of Innovative partnership fund (IPF) and demand-based activities are other important areas to be assessed by the MTR. Therefore, for immediate use for MTR and potential future evaluations, PLGSP’s baseline status is crucial statistics to be established soon. The baseline survey will form a basis for the intermediate/final evaluation of the program. These understandable realties have rationalized for the conduction of this baseline study.

# **SECTION 2: GENERAL METODOLOGY AND BASE VALUES**

1. **General Methodology**

The PLGSP was formally launched at the Cabinet meeting when the project document was approved on 23 August 2019 (beginning of Nepalese fiscal year 2076/77). End of Nepalese fiscal year 2075/76 has been considered as the cutoff date to establish the program baseline. Therefore, all the secondary data used for the establishment of PLGSP program base value of selected indicators refer to this specific date. Slightly different methodologies have been adopted to collect required data for indicators related to federal, provincial and local levels. Three different methodologies were adopted as described below.

**For Indicator 3:** The MoFAGA/PLGSP officially requested (on 2077/8/17 BS) to the Ministry of Law, Justice and Parliamentary Affairs (MoLJPA) to provide the list of framework legislations drafted by Federal Ministries and approved by the parliament. In response, after one week, the MoLJPA provided separate comprehensive list of Acts and Bills prepared and approved by the parliament so far, from the date of commencement of the Constitution of Nepal in 2072 BS. The PLGSP PCU office picked up the relevant Acts and Bills that were prepared and approved by the parliament before end of Nepali fiscal year 2075/76, which is considered as the cutoff date to establishing base value for this indicator. The comprehensive list of Acts and Bills received from the MoLJPA has been registered in the PLGSP’s PCU office for future reference.

**For Indicator 4:** The PLGSP/PCU visited almost all sector ministries during the period 25-28 of the month Mansir 2077. In each ministry, concern Legal officer was met and discussed about the policy guidelines that were developed before the end of 2075/76. Website of Ministry of Federal affairs and General Administration (MoFAGA), Ministry of Law, Justice and Parliamentary Affairs (MOLJPA) and Ministry of Women, Children and Senior Citizen (MoWCSC) are taken as the major source of information.

**For Indicators 5,6,7,8,17,18,24,31,32,35,36,47 and NA:** The PCU reviewed all the relevant public documents including PLGSP program document, M&E Framework/Learning framework, program result matrix, LGCDP-II baseline report, FCNA report, governance survey report etc. to gather necessary information. Based on the document review, the PCU prepared a list of indicators whose base information have to be separately collected from federal ministries, provincial governments and local government sources.

The PCU designed a data collection tools and defined methods for the collection of secondary data/information through secondary sources. First of all, Google sheets based data collection tool was prepared and shared with PPIU and PCGG. Later on, it was realized that the data collection tool should be based on Google Forms due to it extra benefits compared to Google sheets. The PCU team then prepared separate Google forms for the data collection and entry by PPIU/PCGG and Local governments. In due course of time, the Google Forms were also further enhanced to meet emerging requirements. A detail procedural guideline (Annex-3) was prepared to facilitate for those who directly involve in data collection processes at both provincial and local government levels. A Zoom based orientation program was also organized for concern PPIU and PCGG staffs.

The MoFAGA/PLGSP issued separate request letters to all 7 PPIUs and all Local governments requesting for the data collection and entry into the Google Forms. The PCU remotely responded to many queries from PPIU, PCGG and LGs regarding data collection guidelines, tools and methodologies via different communication means. In line to the available guidelines and tools, the PPIU/PCGG staff collected all the required information at the provincial level. At the LG level, mostly IT officers were engaged for the data collection and entry. The PCU had designed different output tables segregated by provinces in order to ease the analysis, presentation and interpretation of base values. Keeping in mind that this part of the baseline survey should serve as an input to main baseline survey report, the data collection, tabulation and analysis of information has been carried out in terms of necessary statistics, figures and narratives.

The PCU was highly conscious about the reliable sources of information and evidence of reported secondary data in order to maintain the utmost legitimacy of base values. All the data and information that established the base values have its evidence in the form of Web link, paper document, spread sheets, snap shots, screen shots etc. Information reported by PGs and LGs without any evidence has been omitted in the analysis tables. The evidence related to Provincial and Local governments are virtually available in online links[[1]](#footnote-1). Whereas, paper based evidence related to Federal government are available at PCU; and are annexed in this report. Further, the PPIU/PCGG and PCU have verified collected secondary data (on sample basis) at various levels for accuracy and quality checks. The PLGSP/PCU had deployed an independent Baseline expert (Mr. Barun Kanta Adhikari) for the overall design of Baseline survey procedures & tools, coordination, and reporting purposes. This report was produced by this independent expert in close consultation with PLGSP/PCU office.

1. **Base Values**

The entire package of the Baseline data collection was divided into two parts- a) Secondary information collection part and b) Perception survey part. Both processes were simultaneously launched by the PLGSP by engaging independent experts. This (first part) part of the baseline exercise is related to collection of secondary information only, which was carried out internally by mobilizing PCU, PPIU, PCGG and LG staff (IT officers) in the month of December 2020. It has been planned that a consolidated baseline survey report will be prepared by PCU once the both parts of the baseline exercises get completed.

Out of 54 total result indicators, only 14 indicators were essentially selected for the secondary information collection part of the baseline. Separate data collection tools were adopted for the indicators related to federal, provincial and local levels. A total of 633 (84%) Local governments out of total 753 and all 7 Provincial governments (100%) took part in the Baseline survey exercise. Therefore, the base value has been determined based on the percentage of PGs and LGs who responded to the online baseline survey questions. The Table-1 below summarizes the base values of each selected indicators determined through analysis of secondary information in the section 3 below.

**Table-1 Indicator wise base values**

| S.N | Indicators | Levels | Base value |
| --- | --- | --- | --- |
| 1 | **Indicator 3:** Number of framework legislation drafted by Federal Ministries and approved by parliament | Federal | #152  [Number *of Acts approved by the parliament = 139]* |
| 2 | **Indicator 4:** # of federal agencies (MOE, MOH, MOA, MCWEC, MOWCSC, MOUD) developed policy guidelines for provincial and local governments in facilitation with MoFAGA (GESI guidelines, disaster management, and social security, CD template and communication strategy related guidelines. | Federal | #10  *[Number of policy guidelines developed= 59]* |
| 3 | **Indicator 5.** # of PGs that have prepared or adopted effective operational guidelines prepared by MoFAGA for the Provincial Coordination Council | Provincial | #5 |
| 4 | **Indicator 6.** % of PGs and LGs developed revenue improvement plan and harmonized | Provincial and Local | Provincial: 0%  Local: 8.7% |
| 5 | **Indicator 7.** % of PG and LGs that prepared participatory annual plan and budget by adopting participatory planning & budgeting procedures and tools prepared by MoFAGA/NPC/PLGs | Provincial and Local | Provincial: 100%  Local : 64.77% |
| 6 | **Indicator 8.** % of PG and LGs adopting harmonized IT based management policy, systems and guideline. | Provincial and Local | Provincial: 0%  Local : 2.7 % |
| 7 | **Indicator 17.** # of acts and regulations on exclusive and concurrent rights passed by the provincial assembly that went through a committee process | Provincial | #210 |
| 8 | **Indicator 18.** # of federal institutions at provincial level fully functional in cooperation with PGs. | Provincial | #88 |
| 9 | **Indicator 24.** # of PGs that have published digital Provincial profile | Provincial | 0% |
| 10 | **Indicator 31**. # of LGs that have CD plan | Local | #26  [4.1% of 633 representative LGs ] |
| 11 | **Indicator 32.** % of LGs that adopted SuTRA as a financial management tool and submitted electronic trimester financial report to FCGO. | Local | 49.28% |
| 12 | **Indicator 35.** % LG that have horizontal cooperation agreements on common issues (waste management, water management, environment, fire brigade etc) | Local | 2.2% |
| 13 | **Indicator 36.** % of LGs that have vertical cooperation agreement with PGs on local economic development | Local | 1.73% |
| 14 | **Indicator 47.** % of budget allocated by LGs in annual plan in response to demand of citizens from discriminatory group. | Local | 4.75% |
|  | **NA** # of LGs that have periodic plan | Local | #57 |

# **SECTION 3: ANALYSIS OF BASE VALUES**

## Indicator 3: Number of framework legislation drafted by Federal Ministries and approved by parliament

One of the key roles of federal ministries is to help prepare framework legislations for Local and Provincial governments especially in the areas of schedule 9 of the constitution. This process has already begun. Therefore, purpose of establishing this base value is to measure the extent of federal supports offered to PGs and LGs in terms of number of framework legislations drafted and approved by the parliament. This part of research process concluded that 152 number of framework legislation were prepared in total; and out of that 139 Acts were approved by the parliament before the end of fiscal year 2075/76. This information is related to the base value of indicator 3 under the outcome 1 of the program document.Annex-1 below is the testimonial to this specific base value that was reproduced in the PCU office.

|  |  |
| --- | --- |
| *Description* | *Base value* |
| *Number of framework legislation drafted by federal ministries* | *152* |
| *Number of Acts approved by the parliament* | *139* |

## Indicator 4: # of federal agencies (MOE, MOH, MOA, MCWEC, MOWCSC, MOUD) developed policy guidelines for provincial and local governments in facilitation with MoFAGA (GESI guidelines, disaster management, and social security, CD template and communication strategy related guidelines.

This indicator intends to measure how federal agencies are supporting provincial and local governments in policy formulation. This indicator monitors the extent of policy support being provided by federal government in terms of policy guidelines development pertaining to various local issues. This research process concluded that 10 numbers of ministries have developed respective model laws in consultation with the MoFAGA. Few model laws related to sector ministries were developed by the MoFAGA by informing concern sector ministry. It is found that a total of 59 model laws/guidelines were prepared in total through these ministries before the end of FY 2075/76. Out of that, 19 model laws are related to provincial government and remaining 40 are related to local government. This information is related to the base value of indicator 4 under the outcome 1 of the program document.Annex-2 below is the testimonial to this specific base value that was directly collected by PLGSP/PCU.

|  |  |
| --- | --- |
| *Description* | *Base value* |
| *Number of federal agencies developed policy guidelines for provincial governments in facilitation with MoFAGA* | *10* |
| *Number of policy guidelines developed* | *59* |

## Indicator 5: # of PGs that have prepared or adopted effective operational guidelines prepared by MoFAGA for the Provincial Coordination Council

|  |  |
| --- | --- |
| *Province 1* | *Yes* |
| *Province 2* | *Yes* |
| *Bagmati* | *No* |
| *Gandaki* | *Yes* |
| *Lumbini* | *Yes* |
| *Karnali* | *Yes* |
| *S. Paschim* | *No* |

This base value is related to the Output 1 of the PLGSP program document. Provincial coordination committee (PCC) is an important institutional mechanism created under the OCMCM to implement the PLGSP. An operational guideline has been envisioned for the effective implementation of program activities at the provincial level. It is expected that all PGs develop their own Operational guideline or adopt framework guideline prepared by the MoFAGA. This base value intends to measure the number of PGs having such guideline. The PCU concluded that only 5 provincial governments have prepared or adopted effective operational guidelines prepared by MoFAGA for the Provincial Coordination Council.

## Indicator 6: % of PGs and LGs developed revenue improvement plan and harmonized

This base value is related to the output 2 of the project document.Revenue improvement plans (RIAPs) are very important procedural means to generate, mobilize and manage the revenue at Province and Local government levels. This base value measures the number of PGs and LGs that have developed RIAP, and harmonized with respective PGs and LGs. The base value determined through this process however does not ensure the level of harmonization. Based on information provided by PPIU/PCGG, the PCU concluded that no any provincial governments have developed such RIAP. Similarly, based on the evidence produced by LGs, the PCU concluded that 55 out of 633 LGs (8.7%) have developedrevenue improvement plan before the end of FY 2075/76. However, a total of 90 LGs claimed that they have produced RIAP till the December 2020. A total of 633 LGs out of 753 responded to this query.

## Indicator 7: % of PG and LGs that prepared participatory annual plan and budget by adopting participatory planning & budgeting procedures and tools prepared by MoFAGA/NPC/PLGs.

This base value is related to Output 2 of the program document. The MoFAGA is mandated to provide policy support for the development of planning and budgeting procedures of provincial and local governments. MoFAGA has already prepared such participatory annual planning and budgeting procedures as a reference to be used by PGs and LGs. This base value measures the extent of development or adoption of such planning and budgeting procedures by provincial and local governments. Based on evidence provided by PPIU/PCGG and LGs, the PCU concluded that 410 out of 633 (64.77%) LGs have prepared or adopted participatory annual plan and budget by adopting participatory planning & budgeting procedures and tools prepared by MoFAGA/NPC/PLGs. Similarly, 100% Provincial governments have developed such plan before end of FY 2075/76.

## Indicator 8: % of PG and LGs adopting harmonized IT based management policy, systems and guideline.

This base value is related to the output 2 of the program document. Application of advanced IT based management tools and techniques are crucial elements for the enhancement of modern local governance systems. For this particular attainment, PGs and LGs have to effectively adopt IT based management policies, guidelines, systems, tools etc with priority. This base value, thus, measures an extent of adoption of IT based management policy, systems and guideline in terms of number of LGs and PGs. Based on information provided by LGs, the PCU concluded that 17 out of 633 (2.7 %) LGs and Zero number of PGs have developed harmonized IT based management policy, systems and guideline before the end of FY 2075/76.

## Indicator 17: # of acts and regulations on exclusive and concurrent rights passed by the provincial

This base value is related to output 4 of the program document. In line to the spirit of the constitution of Nepal, PGs need to formulate laws and regulations required for effective public administrations. Also, PGs need to legislate for effective sector services, Inter government (IG) mechanisms and provide facilitation services for the effective functioning of the local governments. This base value measures the performance of PGs in preparing and passing regulations, on exclusive and concurrent rights, by the provincial assembly that went through a committee process. Based on information provided by PPIU/PCGG, the PCU concluded that 210 Acts and regulations on exclusive and concurrent rights were passed by the provincial assembly that went through a committee process before the end of FY 2075/76.

## Indicator 18: # of federal institutions at provincial level fully functional in cooperation with PGs.

This base value is related to output 4 of the program document. There are number of independent or semi independent federal institutions and agencies providing services at the provincial levels. Proper functioning of such institutions as well as proper cooperation and coordination between these agencies with federal government is an important element for the federal Nepal. Based on information provided by PPIU/PCGG, the PCU concluded that there were 88 numbers of federal institutions at provincial level fully functional in cooperation with PGs. This base value gives an outline of these institutions in terms of number of such functional agencies.

## Indicator 24: # of PGs that have published digital Provincial profile

This base value is related to Output 6 of the program document. The PLGSP has planned to support PGs for the creation and development of effective ICT infrastructure at provincial levels. Overall data management and integration for optimization of data-use has been the major focus area under the IT support. Among others, one of the core responsibilities of PGs is related to the creation of its own provincial digital profile. Based on information provided by PPIU/PCGG, the PCU concluded that none of the provinces have developed digital profile before the end of FY 2075/76. Data shows that except Bagmati and Sudur Paschim Provinces, other 5 provinces have developed digital profile in the fiscal year 2076/77. This base value depicts the performance of Provincial governments in establishing digital profile as envisioned in the program document.

## Indicator 31: # 0f LGs that have CD plan

This base value is related to the output 8 of the program document and depicts the performance of local governments in developing capacity development plan. A guided Local Government Institutional Capacity Self-Assessment tool will provide local governments with a checklist to evaluate 10 thematic sectors that comprise of 100 performance indicators. LGs can assess institutional capacity gap areas themselves through this self assessment tool. Further, they have to identify what kinds of Capacity building (CB) support is needed to address those weak areas through PCGG. This base value gives percentage of LGs who have prepared the CD plan, ideally based on Local Government Institutional Capacity Self-Assessment system. A total of 633 local governments responded to this query. Out of them, based on available evidences, the PCU concluded that 26 out of 633 LGs (4.1%) have developed CD plan before the end of FY 2075/76.

## Indicator 32: % of LGs that adopted SuTRA as a financial management tool and submitted electronic trimester financial report to FCGO.

This base value is related to the output 8 of the program document and depicts the performance of local governments in the area of submission of electronic trimester report to FCGO using Sub national Treasury Regulatory Application (SuTRA). In order to enhance the Public Finance Management (PFM capacity) of LGs, an online planning, budgeting and expenditure tracking system was introduced by the Nepal government. This base value gives the percentage of LGs who submitted trimester financial progress reports on time to MoF/FCGO/NNRFC through SuTRA as of FY 2075/76. A total of 633 local governments respond to this query. Out of them, based on available evidences, the PCU concluded that 336 out of 633 LGs (49.28%) adopted SuTRA as a financial management tool and submitted electronic trimester financial report to FCGO on time.

## Indicator 35: % LG that have horizontal cooperation agreements on common issues (waste management, water management, environment, fire brigade etc)

This base value is related to the output 9 of the program document and depicts the performance of local governments in the area of having horizontal cooperation agreements on common issues (waste management, water management, environment, fire brigade etc) with other LGs. Local governments need to establish horizontal cooperation with other fellow local governments to implement activities of joint interest in different sectors. For this to happen, horizontal cooperation agreements need to be established for each agreed sector. This base value gives the percentage of local government demonstrated their capacity toward venturing into the horizontal cooperation agreements. A total of 633 local governments respond to this query. Out of them, 41 LGs claimed that they have done horizontal cooperation agreements with other LGs. However, only 14 LGs managed to produce evidence for this claim. Therefore, based on available evidences, the PCU concluded that 14 out of 633 LGs (2.2%) have horizontal cooperation agreements on common issues.

## Indicator 36: % of LGs that have vertical cooperation agreement with PGs on local economic development

This base value is related to the output 9 of the program document and depicts the performance of local governments in the area of having vertical cooperation agreements on common issues with provincial and federal governments. For this to happen, Local governments need to establish vertical cooperation with provincial and federal governments to implement activities of joint interest particularly in economic development sectors. This base value gives the parentage of local governments capable to venture into the vertical cooperation agreements.

This base value gives percentage of local governments demonstrated their capacity toward venturing into the vertical cooperation agreements. A total of 633 local governments respond to this query. Out of them, 46 LGs claimed that they have done vertical cooperation agreements with other LGs. However, only 11 LGs managed to produce evidence for this claim. Therefore, based on available evidences, the PCU concluded that 11 out of 633 LGs (2.4%) have vertical cooperation agreements on common issues.

## Indicator 47: % of budget allocated by LGs in annual plan in response to demand of citizens from discriminatory group.

This base value is related to the outcome 3 of the program document and depicts the performance of local governments in terms of budget allocation by LGs in annual plans, in response to demand of citizens from discriminatory groups. LG's annual plan is a testimony to understand the extent of LG's response toward responding to the voices of Women and the Citizens from disadvantaged groups. More incorporation of demand based projects (from discriminatory group) by LGs reveals that there exists more inclusive plan. The portion of budget allocated to such targeted projects including increase in direct and indirect gender responsive budget gives an indication toward responding disadvantage group by LGs. This base value thus measures the percentage of budget allocated by LG to the approved programs/projects that were demanded by women and disadvantages groups.

A total of 633 local governments respond to this query. We encountered numerous strange budget figures that were allocated by most of the LGs in response to this indicator. Due to this reason, we could not consider all reported figures for the situation analysis and cleaned up such absurd and doubtful figures. Finally, data of 286 LGs were picked up (representing all 7 PGs) from the list of 633 LGs to determine the required base value. Based on available evidences and light cleansing of reported data, the PCU concluded that 4.75% of budget was allocated by LGs in the annual plan as a national average, in response to demand of citizens from discriminatory group. An Excel based analysis is available at PCU.

## Indicator NA: # of LGs that have periodic plan

This base value is not related to any outputs of the program document. However, this is vital information for PLGSP required to understand the institutional capacity of local governments. This base value gives the parentage of local governments capable to develop periodic plan and follow it while preparing annual plans. A total of 633 local governments responded to this query. Out of them, 189 LGs (30%) claimed that they have developed periodic plan. Further, a total of 95 LGs claimed that they had prepared periodic plan before the end of FY 2075/76. However, only 43 LGs managed to show required evidences for the consideration. Therefore, based on available evidences, the PCU concluded that 43 out of 633 LGs (6.8%) had periodic plan in place before the end of FY 2075/76.

# **SECTION 4: ANNEXES**

## Annex-1: Number of framework legislation drafted by Federal Ministries and approved by parliament

| सि. नं | ऐन/बिधेयकको नाम | मिति |
| --- | --- | --- |
| नेपाल को संबिधान जारि भएपछी आ.व. २०७५/७६ को अन्त्यसम्म बनेका ऐनहरु: | | |
| १ | बिनियोजन ऐन, | २०७२/६/१४ |
| २ | आर्थिक ऐन, २०७२ | २०७२/६/१४ |
| ३ | राष्ट्रऋण उठाउने ऐन, २०७२ | २०७२/६/१४ |
| ४ | केहि नेपाल कानुन संसोधन तथा खारेजी गर्ने ऐन, २०७२ | २०७२/६/१४ |
| ५ | लैंगिक समानता कायम गर्न तथा लैंगिक हिँसा अन्त्य गर्न केहि नेपाल ऐनलाई संसोधन गर्न बनेको ऐन, | २०७२/६/१४ |
| ६ | भुमि सम्बन्धि (छैठौं संसोधन) ऐन, | २०७२/६/१४ |
| ७ | भूकम्पबाट प्रभावित संरचनाको पुननिर्माण सम्बन्धि ऐन, | २०७२/९/५/५ |
| ८ | पोखरा स्वास्थ्य बिज्ञान प्रतिष्ठान ऐन, २०७२ | २०७२/१०/१२ |
| ९ | खोप ऐन, २०७२ | २०७२/१०/१२ |
| १० | राष्ट्रिय मानव अधिकार आयोगका अध्यक्ष र सदस्यको पारिश्रमिक सम्बन्धमा केहि नेपाल ऐनलाई संसोधन गर्न बनेको ऐन. | २०७२/१०/१२ |
| ११ | मेलमिलाप सम्बन्धि (पहिलो संसोधन) ऐन, | २०७२/१०/१२ |
| १२ | केहि नेपाल ऐन संसोधन ऐन, | २०७२/११/१३ |
| १३ | मानव अंग प्रत्यारोपण (पहिलो सन्सोधन) ऐन,२०७२ | २०७२/११/१३ |
| १४ | नेपाल को संबिधान पहिलो संसोधन | २०७२/११/१६ |
| १५ | शिक्षा (आठौँ संसोधन) ऐन,२०७३ | २०७३/३/१५ |
| १६ | नेपाल खुल्ला बिश्व बिद्ध्यालय ऐन, २०७३ | २०७३/३/३० |
| १७ | सार्वजनिक खरिद (पहिलो संशोधन) ऐन, २०७३ | २०७३/३/३० |
| १८ | बिनियोजन ऐन,२०७३ | २०७३/३/३० |
| १९ | सर्बोच्च अदालत (पहिलो संशोधन) ऐन, २०७३ | २०७३/५/२७ |
| २० | न्याय सेवा आयोग ऐन, २०७३ | २०७३/५/२७ |
| २१ | न्याय प्रशासन ऐन, २०७३ | २०७३/५/२७ |
| २२ | न्याय परिषद ऐन, २०७३ | २०७३/५/२७ |
| २३ | बिशेष आर्थिक क्षेत्र ऐन, २०७३ | २०७३/६/१८ |
| २४ | कर्मचारी संचय कोष (नवौं संसोधन) ऐन, | २०७३/६/१८ |
| २५ | लेखा परिक्षण (पहिलो संशोधन) ऐन, २०७३ | २०७३/६/१८ |
| २६ | निक्षेप तथा कर्जा सुरक्षण कोष ऐन, २०७३ | २०७३/६/१८ |
| २७ | बैंकिंग कसुर तथा सजाय (पहिलो संसोधन) ऐन, | २०७३/६/१८ |
| २८ | सबारी तथा यातायात ब्यबस्था (दोश्रो संसोधन) ऐन, २०७३ | २०७३/६/१८ |
| २९ | नेपाल राष्ट्र बैंक (दोश्रो संसोधन) ऐन, | २०७३/७/२९ |
| ३० | ऋण तथा जमानत (एक्काइसौँ संसोधन) ऐन, २०७३ | २०७३/७/२९ |
| ३१ | राष्ट्र ऋण उठाउने ऐन, २०७३ | २०७३/७/२९ |
| ३२ | आर्थिक ऐन, २०७३ | २०७३/७/२९ |
| ३३ | बन (दोश्रो संसोधन) ऐन, २०७३ | २०७३/७/२९ |
| ३४ | औधोगिक ब्यबसाय ऐन, २०७३ | २०७३/८/७ |
| ३५ | संघिय संसदका पदाधिकारी थाथा सदश्यहरुको पारिश्रमिक र सुबिधा सम्बन्धि ऐन, २०७३ | २०७३/९/७ |
| ३६ | निर्वाचन आयोग ऐन, २०७३ | २०७३/१०/२० |
| ३७ | मतदाता नामावली ऐन, २०७३ | २०७३/१०/२० |
| ३८ | निर्वाचन कसुर र सजाय ऐन,२०७३ | २०७३/१०/२८ |
| ३९ | स्थानीय तह निर्वाचन ऐन, २०७३ | २०७३/१०/२८ |
| ४० | निर्वाचन क्षत्र निर्धारण ऐन, २०७३ | २०७३/१२/११ |
| ४१ | गाउँ पालिका तता नगर पालिकाको वडाको संख्या निर्धारण ऐन, २०७३ | २०७३/१२/११ |
| ४२ | राष्ट्रय निकुन्ज तथा बन्यजन्तु संरक्षण (पाँचौं सन्सोधन) ऐन, २०७३ | २०७३/१२/१७ |
| ४३ | राजनैतिक दल सम्बन्धि ऐन, २०७३ | २०७३/१२/१७ |
| ४४ | बैंक तथा वित्तीय संस्था सम्बन्धि ऐन, २०७३ | २०७४/१/१० |
| ४५ | संकटापन्न बन्यजन्तु तथा वनस्पतिको अन्तराष्ट्रिय ब्यापार नियन्त्रण ऐन, २०७३ | २०७४/१/१० |
| ४६ | कम्पनि (पहिलो सन्सोधन) ऐन, २०७४ | २०७४/१/१९ |
| ४७ | स्थानीय तह निर्वाचन (पहिलो संसोधन) ऐन, २०७३ | २०७४/२/२६ |
| ४८ | राजनैतिक दल (पहिलो संसोधन) ऐन, २०७४ | २०७४/२/२९ |
| ४९ | विनियोजान ऐन, २०७४ | २०७४/३/३० |
| ५० | राष्ट्र ऋण उठाउने ऐन, २०७४ | २०७४/३/३० |
| ५१ | योगदानमा आधारित सामाजिक सुरक्षा ऐन, २०७४ | २०७४/४/२९ |
| ५२ | संघिय आकस्मिक कोष ऐन, २०७४ | २०७४/४/२९ |
| ५३ | बोनस (पाँचौं संसोधन) | २०७४/४/२९ |
| ५४ | आर्थिक ऐन, २०७४ | २०७४/५/२ |
| ५५ | बस्तु विनिमय बजार सम्बन्धि ऐन, २०७४ | २०७४/५/११ |
| ५६ | बिधुत नियमन आयोग ऐन, २०७४ | २०७४/५/१९ |
| ५७ | श्रम ऐन, २०७४ | २०७४/५/१९ |
| ५८ | प्रतिनिधि सभा सदस्य निर्वाचन ऐन, २०७४ | २०७४/५/२२ |
| ५९ | प्रदेश सभा सदस्य निर्वाचन ऐन, २०७४ | २०७४/५/२२ |
| ६० | राष्ट्रिय प्राकृतिक श्रोत तःता बित् आयोग ऐन, २०७४ | २०७४/६/२७ |
| ६१ | राष्ट्रिय समाबेशी आयोग ऐन, २०७४ | २०७४/६/२७ |
| ६२ | आदिबासी जनजाति आयोग ऐन, २०७४ | २०७४/६/२७ |
| ६३ | मधेशि जनजाति आयोग ऐन, २०७४ | २०७४/६/२७ |
| ६४ | अन्तर सरकारी बित्त ब्यबस्थापन ऐन, २०७४ | २०७४/६/२७ |
| ६५ | राष्ट्रपति तथा उपराष्ट्रपतिको पारिश्रमिक तथा सुबिधा सम्बन्धि ऐन, २०७४ | २०७४/६/२७ |
| ६६ | राष्ट्रपति तथा उपराष्ट्रपतिको निर्बाचन सम्बन्धि ऐन, २०७४ | २०७४/६/२७ |
| ६७ | राष्ट्रिय दलित आयोग ऐन, २०७४ | २०७४/६/२९ |
| ६८ | अपाङ्गता भएका व्यक्तिको अधिकार सम्बन्धि ऐन, २०७४ | २०७४/६/२९ |
| ६९ | स्थानीय सरकार संचालन ऐन, | २०७४/६/२९ |
| ७० | थारु आयोग ऐन, २०७४ | २०७४/६/२९ |
| ७१ | प्रधान न्यायाधिस तथा सर्बोच्च अदालतका न्यायाधिशको पारिश्रमिक, सुबिधा र सेवाका अन्य सर्त सम्बन्धि ऐन, २०७४ | २०७४/६/२९ |
| ७२ | उच्च अदालत तथा जिल्ला अदालतका न्यायाधिशहरुको पारिश्रमिक, सुबिधा र सेवाका अन्य सर्त सम्बन्धि ऐन, २०७४ | २०७४/६/२९ |
| ७३ | राष्ट्रिय महिला आयोग ऐन, २०७४ | २०७४/६/२९ |
| ७४ | मुस्लिम आयोग ऐन, २०७४ | २०७४/६/२९ |
| ७५ | कर्मचारी समायोजन ऐन, २०७४ | २०७४/६/२९ |
| ७६ | राप्ति स्वास्थ बिज्ञान प्रतिष्ठान ऐन, २०७४ | २०७४/६/२९ |
| ७७ | मुलुकी देवानी (संहिता) ऐन, २०७४ | २०७४/६/३० |
| ७८ | मुलुकी देवानी कार्यविधि (संहिता) ऐन, २०७४ | २०७४/६/३० |
| ७९ | मुलुकी अपराध (संहिता) ऐन, २०७४ | २०७४/६/३० |
| ८० | मुलुकी फौजदारी कार्यविधि (संहिता) ऐन, २०७४ | २०७४/६/३० |
| ८१ | फौजदारी कसुर (सजाय निर्धारण तथा कार्यान्वयन ) ऐन, २०७४ | २०७४/६/३० |
| ८२ | केहि नेपाल कानुन लाई संसोधन, एकीकरण, समायोजन र खारेज गर्ने ऐन,२०७४ | २०७४/६/३० |
| ८३ | भाषा आयोग ऐन, २०७४ | २०७४/६/३० |
| ८४ | सहकारी ऐन, २०७४ | २०७४/७/१ |
| ८५ | स्वास्थ बिमा ऐन, २०७४ | २०७४/७/१ |
| ८६ | बस्तुको प्रत्यक्ष बिक्रि (ब्यबस्थापन थाथा नियमन गर्ने) ऐन, २०७४ | २०७४/७/१ |
| ८७ | प्रदेश प्रमुख को पारिश्रमिक तथा सुबिधा सम्बन्धि ऐन, २०७४ | २०७४/७/१ |
| ८८ | विपद जोखिम न्यूनीकरण तथा ब्यमस्थापन ऐन, २०७४ | २०७४/७/५ |
| ८९ | शिक्षा (नवौं संशोधन) ऐन, २०७४ | २०७४/७/६ |
| ९० | राजर्षी जनक विश्वबिद्ध्यालय ऐन, २०७४ | २०७४/७/१२ |
| ९१ | राष्ट्रियसभा सदश्य निर्वाचन ऐन, २०७५ | २०७५/३/२० |
| ९२ | संघिय संसदका महा सचिव, प्रतिनिधि सभाका सचिव तथा राष्ट्रिय सभाका सचिवको पारिश्रमिक, सेवाका शर्त र सुबिधा सम्बन्धि ऐन, २०७४ | २०७५/३/२० |
| ९३ | बेपत्ता पारिएका व्यक्तिको छानविन, सत्य निरुपण, तथा मेलमिलाप आयोग (पहिलो संशोधन) ऐन, २०७५ | २०७५/३/२० |
| ९४ | आर्थिक ऐन, २०७५ | २०७५/३/३२ |
| ९५ | बिनियोजन ऐन, २०७५ | २०७५/३/३२ |
| ९६ | राष्ट्र ऋण उठाउने ऐन, २०७५ | २०७५/३/३२ |
| ९७ | ऋण तथा जमानत (बाईसौं संशोधन) ऐन, २०७५ | २०७५/३/३२ |
| ९८ | सार्वजनिक सुरक्षा (तेश्रो संशोधन) ऐन, २०७५ | २०७५/६/२ |
| ९९ | सुरक्षित मातृत्व तथा पजनन स्वास्थ अधिकार ऐन, २०७५ | २०७५/६/२ |
| १०० | उपभोक्ता संरक्षण ऐन, २०७५ | २०७५/६/२ |
| १०१ | जनस्वास्थ सेवा ऐन, २०७५ | २०७५/६/२ |
| १०२ | आवासको अधिकार सम्बन्धि ऐन, २०७५ | २०७५/६/२ |
| १०३ | खाध्य अधिकार तथा खाध्य सम्प्रभुता सम्बन्धि ऐन, २०७५ | २०७५/६/२ |
| १०४ | वैयक्तिक गोपनियता सम्बन्धि ऐन, २०७५ | २०७५/६/२ |
| १०५ | भुमि सम्बंदी (सातौँ संसोधन) ऐन, २०७५ | २०७५/६/२ |
| १०६ | अनिवार्य तथा निशुल्क शिक्षा सम्बन्धि ऐन, २०७५ | २०७५/६/२ |
| १०७ | रोजगारीको हक सम्बन्धि ऐन, २०७५ | २०७५/६/२ |
| १०८ | जातीय भेद भाव तथा छुवाछुत (कसुर र सजाय) (पहिलो संसोधन) ऐन, २०७५ | २०७५/६/२ |
| १०९ | सामाजिक सुरक्षा ऐन, २०७५ | २०७५/६/२ |
| ११० | अपाङ्गता भएका व्यक्तिको अदिकार सम्बन्धि (पहिलो संशोधन) ऐन, २०७५ | २०७५/६/२ |
| १११ | बातावरण संरक्षण (पहिलो संशोधन) ऐन, २०७५ | २०७५/६/२ |
| ११२ | अपराध पिडित संरक्षण ऐन, २०७५ | २०७५/६/२ |
| ११३ | बाल बालिका सम्बन्धि ऐन, २०७५ | २०७५/६/२ |
| ११४ | बेपत्ता पारिएका व्यक्तिको छानविन, सत्य निरुपण तथा मेलमिलाप आयोग ऐन, २०७१ लाई संसोधन गर्न बनेको विधेक | २०७५/१०/२५ |
| ११५ | राष्ट्रिय चिकित्सा शिक्षा बिधेयक | २०७५/१०/१० |
| ११६ | संकटापन्न बन्यजन्तु र वनश्पतिको अन्तराष्ट्रिय ब्यापार नियन्त्रण ऐन लाई संशोधन गर्न बनेको ऐन, २०७५ | २०७५/१०/१० |
| ११७ | कर्मचारी समायोजन विधेयक | २०७५/१०/१० |
| ११८ | केहि नेपाल ऐनलाई संशोधन गर्न बनेको ऐन, २०७५ | २०७५/११/१९ |
| ११९ | संबिधान अनुकुल बनाउन केहि नेपाल ऐनलाई संशोधन गर्न बनेको ऐन, २०७५ | २०७५/११/१९ |
| १२० | निवृत्ति भरण कोष सम्बन्धमा ब्यबस्था गर्न बनेको ऐन, २०७५ | २०७५/१२/४ |
| १२१ | भुक्तानी तथा फर्छोउट सम्बन्धमा ब्यबस्था गर्न बनेको ऐन, २०७५ | २०७५/१२/४ |
| १२२ | औधिगिक ब्यबसाय ऐन, २०७५ | २०७५/१२/७ |
| १२३ | बिशेष आर्थिक क्षेत्र (पहिलो संसोधन) ऐन, २०७५ | २०७५/१२/१३ |
| १२४ | बिधेशी लगानी तथा प्रबिधि हस्तान्तरण ऐन, २०७५ | २०७५/१२/१३ |
| १२५ | सावजनिक- निजि साझेदारी थाथा लगानी ऐन, २०७५ | २०७५/१२/१३ |
| १२६ | प्रदेश लोकसेवा आयोग (आधार र मापदण्ड निर्धारण) ऐन, २०७५ | २०७५/१२/१५ |
| १२७ | लेखा परिक्षण ऐन, २०७५ | २०७५/१२/१५ |
| १२८ | मुलुकी संहिता सम्बन्धि केहि नेपाल ऐनलाई संशोधन गर्ने ऐन, २०७५ | २०७६/१/२ |
| १२९ | बिनियोजन ऐन, २०७६ | २०७६/३/३० |
| १३० | आर्थिक ऐन, २०७६ | २०७६/३/३० |
| १३१ | राष्ट्र ऋण उठाउने ऐन, २०७६ | २०७६/३/३० |
| १३२ | ऋण तथा जमानत (तेईसौं संसोधन) ऐन, २०७६ | २०७६/३/३० |
|  | **संसदमा दर्ता भई विचाराधीन रहेका बिधेयक हरु :** |  |
| १३३ | जेष्ठ नागरिक सम्बन्धि ऐन, २०६४ लाई संशोधन गर्न बनेको बिधेयक  (महिला, बालबालिका तथा जेष्ठ नागरिक मन्त्रालय ) | २०७५/११/२६ मा राष्ट्रिय सभाबाट पारित |
| १३४ | बिमा सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक (अर्थ मन्त्रालय) | २०७५४/२१देखि प्रतिनिधि सभाको समितिमा छलफल |
| १३५ | सुचना प्रबिधि सम्बन्धि बिधेयक (संचार तथा प्रबिधि मन्त्रालय ) | २०७५/११/१४ देखि प्रतिनिधि सभाको समितिमा छलफल |
| १३६ | शान्ति र शुरक्षा कायम गर्ने सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक (गृह मन्त्रालय) | २०७५/१०/१४ मा दर्ता भएको l |
| १३७ | राष्ट्रिय सुरक्षा परिषद को काम, कर्तब्य र अधिकार, सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक (रक्षा मन्त्रालय) | २०७५/११/२९ मा दर्ता |
| १३८ | राष्ट्रिय प्राथमिकता प्राप्त आयोजना दुत्रतर निर्माण तथा बिकास सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक (प्रधान मन्त्री तथा मन्त्री परिषद्को कार्यालय) | २०७५/११/२८ मा दर्ता |
| १३९ | राष्ट्रिय मानव अधिकार आयोग ऐन, २०६८ लाई संशोधन गर्न बनेको बिधेयक(प्रधान मन्त्री तथा मन्त्री परिषद्को कार्यालय) | २०७६/१/१० मा दर्ता |
|  | **कानुन मन्त्रालयबाट मस्यौदा सहमति प्रदान गरि सकिएका तर संसदमा दर्ता नभएका बिधेयकहरू :** | **सहमति दिएको मिति** |
| १४० | महाअभियोग सम्बन्धि कानूनलाई संसोधन तथा एकीकरण गर्न बनेको बिधेयक (प्रधान मन्त्री तथा मन्त्री परिषद्को कार्यालय) | २०७६/१/८ |
| १४१ | बिदेशी विनिमय ब्यबस्थापन बिधेयक (अर्थ मन्त्रालय) | २०७५/९/६ |
| १४२ | कृषि ब्यबसाय प्रवर्धन सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक (कृषि तथा पशुपन्छी बिकास मन्त्रालय) | २०७५/९/२६ |
| १४३ | सामाजिक ब्यबहार सुधार सम्बन्धि बिधेयक (गृह मन्त्रालय) | २०७५/२/२९ |
| १४४ | यातना दिने तथा निर्मम, अमानवीय, वा अपमानजनक ब्यबहार गर्ने कार्यलाई नियन्त्रण गर्ने सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक (गृह मन्त्रालय) | २०७५/४/३ |
| १४५ | विपद जोखिम न्युनिचरण ब्यबस्थापन ऐन, २०७४ लाई संशोधन गर्न बनेको बिधेयक (केहि नेपाल ऐनलाई संशोधन गर्न बनेको बिधेयक मा समावेश भएको ) (गृह मन्त्रालय) | २०७५/९/६ |
| १४६ | संघिय प्रहरीको गठन, सेवाको शर्त सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक (गृह मन्त्रालय) | २०७५/१२/४ |
| १४७ | राष्ट्रिय युवा परिषद ऐन, २०७२ लाई संशोधन गर्न बनेको बिधेयक (युवा तथा खेलकुद मन्त्रालय) | २०७५/५/२६ |
| १४८ | नेपाल स्काउट सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक ((युवा तथा खेलकुद मन्त्रालय) | २०७५/१२/८ |
| १४९ | बालबालिका सम्बन्धि २०७५ लाई संशोधन गर्न बनेको बिधेयक(महिला बालवालिका तथा जेष्ठ नागरिक मन्त्रालय) | २०७६/१/१७ |
| १५० | नेपाल बिज्ञान तथा प्रविधि प्रज्ञा प्रतिष्ठान ऐन, २०४८ लाई संशोधन गर्न बनेको बिधेयक (संस्कृति, पर्यटन तथा नागरिक उड्डयन मन्त्रालय) | २०७५/९/२६ |
| १५१ | डिप्लोमा ईन्जीनियरिंग परिषद सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक (भौतिक पूर्वाधार तथा यातायात मन्त्रालय) | २०७६/४/१४ |
| १५२ | राष्ट्रिय बिधि बिज्ञान प्रयोगशाला स्थापना सम्बन्धि बिधेयक (शिक्षा,बिज्ञान तथा प्रविधि मन्त्रालय) | २०७६/४/३० |

श्रोत : *कानुन, न्याय तथा संसदीय मामिला मन्त्रालय* , *राजाराम दाहाल ९८५१३१०४७३ सुचना अधिकारि र अनुशील सापकोटा ९८५११३१६४१*

## Annex-2: Number of federal agencies (MOE, MOH, MOA, MCWEC, MOWCSC, MOUD) developed policy guidelines for provincial and local governments in facilitation with MoFAGA

1. **स्थानीय सरकार तह (आ व २०७५/७६ को अन्त्य सम्म):**

| क्र.सं | नमुना कानुनको नाम | अपलोड मिति | सम्बन्धित मन्त्रालय |
| --- | --- | --- | --- |
| १ | .......गाउँपालिका/ नगरपालिकाको सार्वजनिक खरिद नियमावली, २०७५ (नमूना) | २०७५-१२-१० | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| २ | नदि तथा अन्य सार्वजनिक क्षेत्रको सरसफार्इ सम्बन्धि (नमुना) कार्यविधि, २०७५ | २०७५-१०-२१ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ३ | बालविवाह विरुद्ध कार्यक्रम खर्च कार्यविधि २०७५ (नमूना) | २०७५-१०-२ | महिला, बालबालिका तथा जेष्ठनागरिक मन्त्रालय |
| ४ | सडक बालबालिकाको व्यवस्थापन खर्च कार्यविधि २०७५ (नमूना) | २०७५-१०-२ | महिला, बालबालिका तथा जेष्ठनागरिक मन्त्रालय |
| ५ | बाल गृह संचालन कार्यविधि २०७५ (नमूना) | २०७५-१०-२ | महिला, बालबालिका तथा जेष्ठनागरिक मन्त्रालय |
| ६ | सहरी योजना तथा भवन निर्माण मापदण्ड स्रोत पुस्तिका सम्बन्धमा जानकारी | २०७५-९-५ | शहरी बिकास मन्त्रालय |
| ७ | प्रेस विज्ञप्त - उत्थानशील समुदायका लागि गाउँपालिका/नगरपालिकाको रणनीति, २०७५ | २०७५-८-१४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ८ | गाउँपालिका/नगरपालिका आपतकालीन कार्यसञ्चालन विधि, २०७५ | २०७५-७-७ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ९ | स्थानीय विपद व्यवस्थापन कोष संचालन, कार्यविधि २०७५ (नमूना) word | | २०७५-५-१३ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| १० | स्थानीय तहको वार्षिक योजना तथा वजेट तर्जुमा दिग्दर्शन, २०७४ | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ११ | स्थानीय उर्जा विकास सम्बन्धी निर्देशिका, २०७४ | २०७५-२-२४ | ऊर्जा, जल स्रोत तथा सिंचाई मन्त्रालय |
| १२ | गरिबी निवारणका लागि लघु उद्यम विकास कार्यक्रम संचालन कार्यविधि (नमुना), २०७४ | २०७५-२-२४ | भूमि व्यवस्था, सहकारी तथा गरिबी निवारण मन्त्रालय |
| १३ | एकीकृत सम्पत्ति कर व्यवस्थापन नमुना कार्यविधि, २०७४ | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| १४ | स्थानीय तहमा करारमा जनशक्ति व्यवस्थापन गर्ने सम्बन्धी नमूना कार्यविधि, २०७४ | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| १५ | गाउँ/नगर विपद् जोखिम न्यूनीकरण तथा व्यवस्थापन (नमूना) ऐन | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| १६ | घ वर्गको निर्माण व्यवसायी इजाजतपत्र सम्बन्धी कार्यविधि (नमुना) | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| १७ | स्थानीय तहको उपभोक्ता समिति गठन, परिचालन तथा व्यवस्थापन सम्बन्धि कार्यविधि २०७४ (नमूना) । | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| १८ | स्थानीय राजपत्रको नमूना | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| १९ | न्यायिक समितिले उजुरीको कारवाही किनारा गर्दा अपनाउनुपर्ने कार्यविधिका सम्बन्धमा व्यवस्था गर्न बनेको विधेयक (नमूना कानून) । | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| २० | स्थानीय तहको प्रशासकीय कार्यविधि नियमित गर्ने ऐन । | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| २१ | एफ एम रेडियो (व्यवस्थापन तथा संचालन) कार्यविधि, २०७४ (नमूना कानुन) | २०७५-२-२४ | सञ्चार तथा सूचना प्रविधि मन्त्रालय |
| २२ | कृषि व्यवसाय प्रवर्द्धन ऐन (नमुना) । | २०७५-२-२४ | कृषि तथा पशुपन्छी विकास मन्त्रालय |
| २३ | स्थानीय तहको सरकारबाट गरिने बजार अनुगमन निर्देशिका (नमुना) । | २०७५-२-२४ | उद्योग, वाणिज्य तथा आपूर्ति मन्त्रालय |
| २४ | शिक्षा नियमावली, २०७४ (नमूना) | २०७५-२-२४ | शिक्षा, विज्ञान तथा प्रविधि मन्त्रालय |
| २५ | स्थानीय तह सहकारी ऐन | २०७५-२-१० | भूमि व्यवस्था, सहकारी तथा गरिबी निवारण मन्त्रालय |
| २६ | गाउँ/नगरपालिकाको आर्थिक कार्यविधि नियमित तथा व्यवस्थित गर्न बनेको कानून, २०७४ | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| २७ | गाउँ/नगर/जिल्ला सभा संचालन कार्यविधि २०७४ (नमूना) | २०७५-२-२४ | कृषि तथा पशुपन्छी विकास मन्त्रालय |
| २८ | महानगर नगर कार्यपालिका कार्य विभाजन नियमावली २०७४ (नमूना) | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| २९ | उपमहानगर नगर कार्यपालिका कार्य विभाजन नियमावली २०७४ (नमूना) | २०७५-२-१० | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ३० | नगर कार्यपालिका कार्य विभाजन नियमावली २०७४ (नमूना) | २०७५-२-१० | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ३१ | गाउँ कार्यपालिका कार्य विभाजन नियमावली २०७४ (नमूना) | २०७५-२-१० | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ३२ | नगर कार्यपालिका कार्यसम्पादन नियमावली २०७४ (नमूना) | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ३३ | गाउँ कार्यपालिका कार्यसम्पादन नियमावली २०७४ (नमूना) | २०७५-२-१० | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ३४ | गाउँ/नगर कार्यपालिकाको बैठक संचालन सम्बन्धी कार्यविधि २०७४ (नमूना) | २०७५-२-२४ | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ३५ | स्थानीय तहको आर्थिक ऐन २०७४ (नमुना) | २०७५-२-१० | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |
| ३६ | स्थानीय तहको विनियोजन ऐन २०७४ (नमुना) । | २०७५-२-१० | संघिय मामिला तथा सामान्य प्रशासन मन्त्रालय |

श्रोत: संघिय मामिला तथा सामान्य प्रश्शन मन्त्रालय,

<https://mofaga.gov.np/model-laws?cat_id=5&page=3>

**(ख) प्रदेश सरकार तह (आ व २०७५/७६ को अन्त्य सम्म):**

**(कानुन मन्त्रालय बाट तयार गरिएको)**

| क्र.सं | बिषय | पठाईएको मिति |
| --- | --- | --- |
| १ | प्रदेशका सार्वजनिक लिखत प्रमाणीकरण कार्यविधिका सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७४/१२/२० |
| २ | गाउँसभा र नगरसभाको कानुन निर्माण प्रक्रियाका सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७४/१२/२० |
| ३ | प्रदेश सरकारको आर्थिक कार्यविधि नियमित तथा ब्यबस्थित गर्न बनेको बिधेयक | २०७४/१२/२० |
| ४ | प्रदेश आकस्मिक कोष सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७४/१२/२० |
| ५ | मुख्य मन्त्री र मन्त्रीको पारिश्रमिक तथा सुबिधा सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७४/१२/२० |
| ६ | प्रदेश सभाका पदाधिकारी तथा सदस्यको पारिश्रमिक तथा सुबिधा सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७४/१२/२६ |
| ७ | प्रदेश सभा संचालन सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७४/१२/२६ |
| ८ | मुख्या न्यायाधिवक्क्ताको काम, कर्तब्य र अधिकार तथा सेवा शर्त सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७५/१/२ |
| ९ | प्रदेशको अन्तरिम सार्वजनिक खरिद कार्यविधि | २०७५/१/२ |
| १० | गाउँसभा/ नगरसभाको कार्य संचालन संबन्धमा ब्यनास्था गर्न बनेको बिधेयक | २०७५/१/२४ |
| ११ | प्रदेश सहकारी विधेयक | २०७५/२/८ |
| १२ | आर्थिक बर्ष २०७५/७६ को सेवा र कार्य हरुका लागि प्रदेश संचित कोष बाट केहि रकम खर्च गर्ने सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७५/२/८ |
| १३ | जिल्ला सभाको संचालन, जिल्ला सम्न्वय समितिका सदस्यले पाउने सुबिधा तथा जिल्ला सभा सम्बन्धि प्रदेश कानुन | २०७५/२/८ |
| १४ | प्रदेश सरकारको अर्थ सम्बन्धि प्रस्तावलाई कार्यन्वयन गर्न बनेको बिधेयक | २०७५/२/८ |
| १५ | प्रदेशको कर तथा गैरकर राजश्व लगाउने र उठाउने सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७५/२/२५ |
| १६ | प्रदेश बित्त ब्यबस्थापन सम्बन्धमा ब्यबस्था गर्न बनेको बिधेयक | २०७५/२/२५ |

श्रोत : *कानुन, न्याय तथा संसदीय मामिला मन्त्रालय* , *राजाराम दाहाल ९८५१३१०४७३ सुचना अधिकारि र अनुशील सापकोटा ९८५११३१६४१*

**ग) नमुना कानुन बनाएका अन्य बिषयगत मन्त्रालय (आ व २०७५/७६ को अन्त्य सम्म):**

|  |  |  |
| --- | --- | --- |
| क्र. सं | सम्पर्क गरिएको मन्त्रालयको नाम | तयार गरिएका नमुना कानुनहरु |
| १ | प्रदेश नमुना सहकारी ऐन, २०७४ | भूमि व्यवस्था, सहकारी तथा गरिबी निवारण मन्त्रालय |
| २ | स्थानीय तहको नमुना सहकारी ऐन, २०७४ | भूमि व्यवस्था, सहकारी तथा गरिबी निवारण मन्त्रालय |
| ३ | प्रदेश तहको सहकारी दर्ता दिग्दर्शन-, २०७४ | भूमि व्यवस्था, सहकारी तथा गरिबी निवारण मन्त्रालय |
| ४ | प्रदेश तहको सहकारी दर्ता दिग्दर्शन-, २०७५ | भूमि व्यवस्था, सहकारी तथा गरिबी निवारण मन्त्रालय |
| ५ | सडक बालबालिका, उद्दार, संरक्षण ताहा ब्यबस्थापन सम्बन्धि कार्यविधि, | महिला, बालबालिका तथा जेष्ठनागरिक मन्त्रालय |
| ६ | बाल बालिका खोज तलास नम्बर १०४ संचालन निर्देशिका, २०७६ | महिला, बालबालिका तथा जेष्ठनागरिक मन्त्रालय |
| ७ | बाल हेल्पलाईन नम्बर १०९८ नेपाल संचालन कार्यविधि l | महिला, बालबालिका तथा जेष्ठनागरिक मन्त्रालय |

***घ . नमुना कानुन निर्माण भए नभएको सुचना संकलन गर्न भिजिट गरिएका मन्त्रालय हरुको नाम :***

*(भिजिट मिति: २०७७ मङ्सिर २५, २६ र २८ गते )*

1. कानुन, न्याय तथा संसदीय मामिला मन्त्रालय
2. भूमि व्यवस्था, सहकारी तथा गरिबी निवारण मन्त्रालय
3. बन तथा वातावरण मन्त्रालय
4. भौतिक पूर्वाधार तथा यातायात मन्त्रालय
5. खानेपानी मन्त्रालय
6. श्रम , रोजगार, तथा सामाजिक सुरक्षा मन्त्रालय
7. शहरी बिकास मन्त्रालय
8. युवा तथा खेल्कुंद मन्त्रालय
9. स्वस्थ तथा जनसंख्या मन्त्रालय
10. महिला, बालबालिका तथा जेष्ठनागरिक मन्त्रालय
11. शिक्षा, विज्ञान तथा प्रविधि मन्त्रालय
12. संस्कृति, पर्यटन तथा नागरिक उड्डयन मन्त्रालय
13. सञ्चार तथा सूचना प्रविधि मन्त्रालय
14. ऊर्जा, जल स्रोत तथा सिंचाई मन्त्रालय
15. उद्योग, वाणिज्य तथा आपूर्ति मन्त्रालय
16. कृषि तथा पशुपन्छी विकास मन्त्रालय

## Annex- 3: General Working Guideline for PPIU, PCGG and LG

**Background information:**

* The PLGSP has planned to carryout Baseline survey of PLGSP in 2077/78 to establish base value of programme results. This process is already too late due to COVID-19 and other reasons. The programme is now committed to carry out Baseline survey as soon as possible, within 2 months. The entire PLGSP team, therefore, will jointly work toward accomplishing this very crucial and urgent task, with utmost priority,
* The entire package of the Baseline survey has been divided into two parts- a) Secondary information collection part and b) Perception survey part,
* This part of the exercise is related to the secondary information collection only, which will be carried out by mobilizing PCU, PPIU, PCGG and LG staff (IT officers). PLGSP programme staffs at different levels will be fully responsible to collect secondary information,
* Out of total indicators of the programme document, only 14 indicators are selected for the secondary information collection to be collected through PPIU, PCGG and LG level staff.
* Secondary information of few indicators related to federal governments will be collected by PCU separately,
* Consultant selection process is under way to carry out perception survey part. More information will be shared regarding this process later.
* Mr. Barun Kanta Adhikari- (Cell: 9851012749, Email: kantabarun2@gmail.com) has been engaged as a short term consultant (baseline expert) to support PCU in the areas of technical aspects including coordination, information collection, compilation and analysis. Therefore all PLGSP staff are requested to cooperate him and work closely.
* A consolidated baseline survey report will be prepared once both parts of the baseline exercises get completed.

**General roles and responsibilities:**

**PPIU/PCGG**

* The Governance cum Legal Expert of PPIU will be the lead person for the Baseline survey at the province level. The Local Governance Expert of PCGG will act as co-lead for the same purpose. Following will be an indicative joint responsibility of PPIU/PCGG.
* Carry out joint meeting between Lead and Co-lead in order to share the work load related to information collection, coordination, orientation etc,
* Coordinate with LG’s to ensure data are being collected through IT officers and or other designated person as per the guideline,
* Coordinate with respective PG government agencies regarding baseline data collection,
* Plan and mutually allocate reasonable responsibilities among PPIU and PCGG experts as appropriate,
* provide needful orientations, guideline and mentoring support to all the staff to be engaged for the baseline survey,
* Make sure that- 1) all required data are collected and entered into the online systems on time 2) required evidences are properly collected and posted 3) captions, tabular information and other needful information are properly posted 4) source of information is valid and collected information are correct, enough and consistent, 5) methodology, place and informant is rightly selected and established,
* Restructure or modify online evidence collection folder of respective province as per the need, do not make any changes in other’s folder,
* Ensure overall quality of data and information collection process from different sources including LGs,
* Provide necessary guideline and orientations to the IT officers of LG etc,

**LG’s IT Officers**

* Strictly follow the data collection sheet and attached guidelines,
* Provide all the information through online data collection sheet related to LG,
* Coordinate with LG’s CAO and other officials and explain about purpose, data needs and time table of baseline survey at local levels,
* Collect all the required information in close coordination with CAO or officially designated person,
* Make sure that 1) all the required data are collected and entered into the online systems on time 2) evidence are properly collected and posted 3) captions, tabular information and other needful information are properly posted 4) source of information is valid and collected information are correct, enough and consistent, 5) methodology, place and informant is rightly selected,
* Obtain needful orientations, technical supports and guidance from PPIU or PCGG,
* Verify all the data, information and evidences before posting into the online data sheet,
* Wrong information misguides the entire purpose of baseline survey. So, misappropriations may be questionable.
* Do not make any alteration on the data/information related to other LGs,

**Technical arrangements:**

* An Excel based data entry sheet is attached. You will find indicators and general guideline to fill in the LG wise and PG wise information. Please thoroughly read the guideline part, data entry part and other information before starting the work.
* Provide all the authentic information in the designated cell only. There are separate cells for PG level information and LG level information,
* Provide tabular information or evidence, or large documents or, snap shots in the designated provincial folder. This folder can be redesigned as appropriate, but information must be structured and recognizable in terms of indicators and name of LG/PG,
* Only numerical information and short information should be entered in the Excel sheet.
* Contact PPIU/PCGG (Baseline process leads) by IT officers in case any additional clarity is needed. And, PPIU/PCGG need to contact PCU in case additional clarity is needed.
* The Excel sheet will remain live for certain period only (will be notify soon). So, PG and LG should provide the information within the given time frame,
* PLGSP M&E frame work document is attached for additional read and reference.

1. **PG:** <https://docs.google.com/forms/d/15f6Br2-3XJI-5VI34CNE9bxgTw0kZxl_ZqfggLyGxkk/edit?ts=5fd5cc66&gxids=7628>

   **LG:** <https://docs.google.com/forms/d/1mB9yxC-h7aiSXFIuQbABv_Ep83lNmUtEAND3B5Zry20/edit> [↑](#footnote-ref-1)