Executive Summary

UNICEF pursued actions to benefit vulnerable children in the poorest quintiles, and high-level advocacy to mobilise political support for much needed policy reforms to bridge equity gaps among children in Sao Tome and Principe (STP).

UNICEF provided technical and financial support for development of a social protection policy and strategy that will enable the Government to develop key actions toward the reduction of poverty, with a focus on the most vulnerable in line with the National Poverty Reduction Strategy 2012-2016. The document also advocates for increased, targeted funding in the social sectors.

As a part of A Promise Renewed interventions, new vaccines (second dose of measles) were introduced, and assisted in the development of national documents for the management of chronic and severe malnutrition and the national protocol for the elimination of mother-to-child transmission (MTCT). UNICEF provided antiretroviral (ARV) coverage to more than 90 per cent of HIV positive women and their children, supporting the agenda to eliminate MTCT.

Support was provided to the Ministry of Education to define and develop an early childhood development (ECD) framework with the objective to universalise preschool education, including a simulation model to provide perspective of the formal structure. A parental practices survey was conducted, providing information for developing the non-formal education system and a parental education programme. A bottleneck analysis in the education sector was conducted, highlighting key areas for interventions for the improvement of services and quality education.

UNICEF contributed to strengthening child protection systems by developing directives and guidelines for child alternative care centres and capacity building of key personnel (district police, district health personnel and NGOs) to respond to violence at the community level.

While STP endorsed the Paris Declaration on Aid Effectiveness in 2006, little has yet been done in that area. An aid coordination unit has been operational since 2010; however, weak coordination has been a significant bottleneck in working together to achieve results and reduce duplication.

Travel restrictions prevented STP staff from going to Principe and Gabon Area Office shared staff from providing support to STP Office. Those restrictions limited monitoring of activities in the area of social policy, M&E and Operations, and had a negative impact on the budget, because shared staff had to travel via South Africa.

Partnerships with key universities from Brazil and Portugal were established to provide technical support in the development of a pre-school curriculum as well as the development of a legal framework for pre-school education.

UNICEF supported the development of a number of key activities, in partnership with the World Bank, and successfully received funding of US$1.1 million from the Global Partnership for Education.

UNICEF partnered with three NGOs to implement community-level activities in three districts for the promotion of exclusive breastfeeding, improved nutrition, improved knowledge on child rights, the prevention of violence and the promotion of positive hygiene practices.

Country Situation as Affecting Children & Women

Sao Tome and Principe is a small island nation located in the Gulf of Guinea. The country ranks 144 out of 187 in the Human Development Index 2013 report, among the group of least developed countries. The estimated population was 187,356 in 2012 (Census 2012), with women comprising 49.9 per cent. More than 66 per cent of the population live in poverty, with 11.5 per cent living in extreme poverty. The poorest

quintiles live in the more distant districts: Caué, Lembá and the Autonomous Region of Principe. Significant socio-economic disparities underlie the challenges faced by children in Sao Tome and Principe. The gap between rich and poor is vast and there is a need to continue to support and strengthen government and societal efforts to improve the well-being of children – especially the poorest and most vulnerable. The current mechanisms of social protection are inefficient and do not cover the needs of the most deprived populations, namely children belonging to the poorer quintiles, mothers with little or low levels of education.

Almost 50 per cent of people active in the labour market are employed in the informal sector, earning below decent wages. Latest data from RGPH showed an unemployment rate in the country of approximately 13.6 per cent (19.7 per cent for women, 9.3 per cent for men and 23 per cent for youth). The official data indicates that women have an inferior economic status and that inequalities exist in family and social responsibilities, domestic work at the family level, weak education level and access to professional training.

Sao Tome and Principe is advancing in the child survival and maternal care agendas. In the past decade, significant progress has been made in reducing the infant and under-5 mortality rates (U5MR) from 96 to 38 and from 124 to 63 deaths per 1,000 live births, respectively. Despite this progress, child mortality risks are three times higher for children living in families of the poorest quintile than for those living in families of the wealthiest quintile. Acute respiratory infections are the leading cause of morbidity and mortality among children under five years. As a part of A Promised Renewed, the country has introduced new vaccines to further contribute to the reduction of morbidity and mortality due to vaccine-preventable diseases. The country has one of the highest vaccination coverage in the region (BCG 99 per cent, DPT-HepB-Hib3 96.1 per cent, and Measles 92.5 per cent), and has successfully managed to control measles, polio, and maternal and neonatal tetanus.

The maternal mortality ratio is 150/100,000 live births. The major causes of mortality are the poor quality of services and equipment, inefficient service organisation standards, early pregnancies and ignorance by future mothers of the signs of a high-risk delivery. While in general there is high coverage of pre-natal care, the quality of care needs significant improvement, and also contributes significantly to the neo-natal causes of under-five mortality.
The prevalence of HIV/AIDS in the country is low, at 1.5 per cent among adults ages 15-40 (1.7 per cent among men, and 1.3 per cent among women). This may be because of the limited contact with mainland Africa. Rural areas are more affected than urban areas with HIV prevalence in men and women (respectively 2.3 per cent and 0.8 per cent). The Autonomous Region of Principe is among the most affected, with a prevalence rate of 2.2 per cent. The high-risk sub-population groups are men ages 30 – 34 years (6.1 per cent) and uneducated women (4 per cent).

Chronic malnutrition and anaemia remain significant problems, with one in four children (25 per cent) under the age of five suffering from chronic malnutrition. The prevalence of anaemia in women 15-49 years of age (42 per cent) is considered high, and is equally high in children 6-59 months of age (42 per cent to 82 per cent). This presents a critical public health concern requiring immediate attention. Major drivers of poor nutrition in children are inadequate complementary feeding practices, low consumption of vitamin A and foods rich in micronutrients, poor hygiene and high prevalence of diseases, including diarrhoea.

Sao Tome and Principe has made significant progress in attaining the primary education Millennium Development Goal (MDG) target. Gross enrolment rate in primary education (grade 1-6) is 93 per cent, with gender parity. The education bottleneck analysis based on MECF data (2013) highlighted that only 85 per cent of students are enrolled in primary education and 48.5 per cent in secondary education. There is a high loss of students between primary and secondary education: nearly one in three students do not enrol in the seventh grade and one in four does not pass the eight grade. The additional costs for education may be a contributing factor.

While Sao Tome and Principe's gains in health and education are encouraging, violence remains prevalent. There has been little progress in the reform and the revision of laws to contribute toward child protection and the promotion of women's rights. The protection against child violence, abuse and exploitation is the responsibility of the Direction of Social Protection and Solidarity (MSAS). Unfortunately this structure does not have technical capacities or tools to work well. Legislation on the protection of the child is not complete and

not updated.

There is no national institution to coordinate the issue of the rights of children. In 2013, The African Report on Child Wellbeing 2013: Towards Greater Accountability to Africa's Children, published by the African Child Policy Forum ranked the performance of the Government of Sao Tome and Principe as one of the least child-friendly countries in Africa, based on 44 indicators that measure government's commitment to the protection of children, provision for children's basic needs and the participation of children in decisions that affect them.

Country Programme Analytical Overview

Political instability and regular government changes, the most recent in December 2012, have had adverse impacts on policy formulation, implementation, follow-up, programme delivery, and facilitation of dialogue with development partners.

The Government is committed to the attainment of all MDGs, but due to weakened capacities and general uncertainties, the country will likely only attain the primary education, infant mortality and HIV/AIDS targets.

STP has universalisation and gender parity in primary education, though it will need to focus on high drop-out rates (12.6 per cent) and repetition rates (15.4 per cent). The quality of education remains a central concern with inadequate management, inappropriately trained teachers, insufficient time on essential tasks and a lack of basic resources. Access to the second level of basic education is still limited because of scarcity of schools offering it, and there are pronounced regional differences in access. UNICEF supported the Government in the training of 50 per cent of teachers, the creation of school management committees and parent-teacher associations to improve the participation and partnerships, and the development of legal supports for the model of participatory management.

With UNICEF's advocacy, the Ministry recognised the importance of early childhood education (ECE), increased its 2013 budget allocation for the rehabilitation of pre-schools, and committed to developing a national law for ECE and parental practices programme.

The country has achieved encouraging results in maternal and child health. Infant mortality rate (IMR) is estimated at 38/1,000 live births and U5MR is 63/1,000. The HIV prevalence rate is 1.5 per cent, 0.6 per cent among girls ages 15-19 years and 0.8 per cent among boys. (Demographic and Health Survey, 2009). The rural areas are more affected than urban centres (2.2 per cent and 0.8 per cent respectively). Prevention of Mother-to-Child Transmission (PMTCT) services were provided in 86 per cent of health centres. However, there are still visible disparities in ARV coverage and antenatal care. UNICEF is supporting the Government in the development of national health policies and guidelines.

Child labour and children begging in the streets are emerging phenomena. The new penal code includes fundamental changes that are more sensitive to the Convention on the Rights of the Child (CRC) and the Convention on the Elimination of All Forms of Discrimination Against Women (CEDAW). Systems strengthening and advocacy are needed to put the Code into practice. UNICEF supported the Government in the development of legislation for the protection of children against violence, abuse and exploitation, and the strengthening of the institutions responsible for the support of child victims. A mapping and analysis of the system of protection of children will be conducted in early 2014 to identify and prioritize actions to build an integrated child protection system.

Access to drinking water and basic sanitation varies according to the wealth quintile. Access to improved drinking water is estimated at 95 per cent for the wealthiest quintile, against 79 per cent for the poorest. The inequity in basic sanitation is even greater: 33 per cent of the population in wealthiest quintile have access to improved sanitation facilities, compared to 8 per cent in the poorest.

UNICEF is focused on the establishment of equitable social policies and is seeking effective ways to ensure that policies and mechanisms for strengthening systems and capacity actually contribute to the removal of bottlenecks that prevent children and women from enjoying their basic rights.

Effective Advocacy

Mostly met benchmarks

The Country Office (CO) focused on enhancing the social protection dialogue to benefit children in poverty who are yet to be reached, and high-level advocacy to mobilise political and financial support for policy reforms to bridge equity gaps among children in Sao Tome and Principe. UNICEF played a key role in encouraging the World Bank to commit to funding social protection as a new area in their Programme with Government.

UNICEF supported the development of a social protection policy and strategy and provided an in depth analysis of extreme poverty in the country. The development of the policy and strategy was led by a multi-sectoral National Social Protection Steering Committee, involving 22 members from cross-cutting areas (education, nutrition, health, poverty observatory, civil society, agriculture, youth, etc). The national social protection policy and strategy was validated in Sao Tome on 27 November. UNICEF will continue high level policy discussions on the need to leverage funds to develop the necessary tools, project and protocols for the implementation of the national social protection policy and strategy.

UNICEF's advocacy was instrumental in Sao Tome and Principe being successfully included in the World Bank-led Community of Practice (CoP) in Africa, which serves as a SP platform for information sharing among African countries. The information exchange helped improve knowledge of key personnel in social protection as a conduit for poverty reduction, and opportunity.

UNICEF continued to advocate and provide support to the Ministry of Health and Social Affairs (MSAS) for the implementation of activities contributing toward "A Promise Renewed." UNICEF, in collaboration with GAVI Alliance, supported the MSAS in the introduction of the second-dose of Measles in the Routine Immunisation Programme as well as in the development of national guidelines and protocols on the management of chronic and acute malnutrition.

UNICEF successfully leveraged partnerships with MECF, PUC-Rio (Brasil), and *Universidade do Minho* (Portugal), to provide high quality technical assistance in the implementation of the ECD programme. The partnerships provided high-level expertise and were cost-saving for the Country Programme.
UNICEF, as the Coordinating Agency of the Local Education Group (LEG), supported development of a number of key activities, in partnership with the World Bank, to enable the submission of the required documents for the successful funding of US$1.1 million from the Global Partnership for Education (GPE). Specifically, UNICEF held a number of LEG meetings to inform of the process and validate key documents, and supported the evaluation of the Education Plan as well as the development of a three-year Operational Plan.

Capacity Development

Mostly met benchmarks

Capacity building is one of the key strategies of the Country Programme, focusing on strengthening national institutions (both government and civil society) capacity and knowledge to improve service delivery to children and families, and to foster a protective environment for children.

In 2013, technical training sessions were conducted to improve knowledge and technical capacity in the following areas:
- Training of 41 health technicians (doctors and nurses) from four districts on IMCI contributed qualitatively to establishing the diagnosis and potentially decreased the number of admissions in major

health facilities;
- Training of 120 police officers from all Districts, district health personnel and NGOs on the treatment and referral of domestic violence victims widened community awareness and knowledge, in partnership with the Counselling Centre against Domestic Violence (CCVD) and the Association of Women Lawyers. The comments from victims and those accompanying them suggest that quality of reception has improved.
- Training for 24 community health workers from 3 districts on a parental practices project focused on improving nutrition during the first 1,000 days of a child's life.
- At the community level, more than 2.7 per cent (2,671) of women and men ages 25 to 65 received positive messaging on the benefits of exclusive breastfeeding; 5,000 families (25 per cent) on issues related to teen pregnancy, on phenomenon of child labour, domestic violence, exclusion of children with disabilities, among others topics. The events resulted in the first National Family Congress.
- Pre-school educators participated in a preparatory teacher training course, delivered jointly with *Pontifica Universidade Catolica Rio de Janeiro (*PUC-Rio) and EFOPE. Two distance lessons and two face-to-face lessons were conducted on the theoretical and technical knowledge toward early childhood education and environment for 45 educators and auxiliaries (50 per cent).
- UNICEF provided ongoing support, technical training, and equipment to the National Statistics Institute (INE) in the strengthening of the capacity of key staff for the implementation of Multiple Indicator Cluster Survey (MICS) and data processing in Dakar.

The knowledge and capacity of key staff in the Directorate of Social Protection and Solidarity (DPSS), INSS, and the Ministry of Planning and Finance was increased through their participation at key international workshops on Social Protection in Cape Verde and Mozambique, as well as through the Community of Practice (CoP) to contribute to the development of the policy and strategy on Social Protection.

UNICEF contributed to strengthening planning, monitoring and evaluation in the education sector by funding the training of two Ministry staff in the sectoral policy and management of the educational system. Preliminary training for Government staff, and UNICEF staff, was held on Monitoring for Results in Equity Systems (MoRES) in July and September, introducing an equity focus and a focus on monitoring. The health and education sectors were selected to be further analysed on improved monitoring of indicators and a bottleneck analysis was conducted in the education sector following the MoRES training.

UNICEF supported strengthening Government's and partners' management and transparency of funds utilisation through Harmonised Approach to Cash Transfers (HACT) training, and continued efforts to improve monitoring of activities, and spot checks of use of funds.

Communication for Development

Mostly met benchmarks

Partnerships and alliances with Government institutions, church based organisations (CBOs) and non-governmental organizations (NGOs) were at the core of UNICEF's strategy to increase awareness and understanding of children's issues and mobilise support for child rights. The CO developed a communications strategy focusing on four key activities and three key age groups: the development of a national comic book promoting positive information for children between the ages of 6 and11; an interactive radio programme and television series and advertising spots on life skills for youth; the development of a parental practices programme focusing on community outreach, training and educative materials on the nutrition required for the first 1,000 days of a child's life, exclusive breast-feeding, and a mini tv-series focusing on positive parental practices, with a specific focus on violence; and capacity building of technical staff (Ministry and NGO) through technical training, support in the procurement of materials, and in the development, production and dissemination of educational materials to support Annual Work Plan activities. The communication tools and materials produced in 2013 will be effectively used in 2014.

UNICEF provided the MECF with a package of materials (calendar, posters, pamphlets, stickers) promoting positive hygiene and sanitation practices in schools.

The Office furthered collaboration with local NGOs, including Alisei, MdM, and the Catholic church (Diocese of São Tomé and Principe), as well as national radio and national television, building on the areas of promoting social agents for mobilisation. Community outreach led to a high coverage of UNICEF-led activities on children's issues in the country. Throughout the year the coverage of the four family practices and child protection themes (birth registration, domestic violence) was conducted in over 50 per cent of the country through partnerships with CBOs and NGOs.

The media (national radio and television) was an important partner and contributed to increasing public knowledge and raising awareness on UNICEF programmes.

The national media contributed to disseminating messages for the promotion of the rights of children during the following events: African Week of Vaccination, International Day of the Child, the Child of STP, and National AIDS Day.

UNICEF worked on an education-entertainment life skills programme (tv and radio) linked to the promotion of life skills for girls and boys to respond and provide possible solutions to key challenges and concerns.

Service Delivery

Mostly met benchmarks

The Country Office is supporting strengthening service delivery by Government and other responsible partners through various initiatives and efforts, in particular, efforts toward the provision of the Minimum Health Package for all children under 5 years old and pregnant women. The package includes the provision of vaccines, vitamin A, impregnated mosquito nets, and deworming tablets, as a push to promote child survival. UNICEF also provided additional key medications including essential medicines, ARVs, and HIV test kits.

Efforts were made to accelerate the reduction of child mortality through a number of interventions, including the introduction of elimination of mother-to-child transmission of HIV by 2015. Support was provided to the National Programme for the Prevention of HIV/AIDS in the development of the national protocol for the elimination mother-to-child transmission.

The Country Office worked with the Department of Basic Education and the Department of Pre-School Education to strengthen ECD services and primary schooling, through the distance learning and face to face lessons and the creation of a virtual platform to provide technical expertise to improve learning and teaching.

Collaborating with the Department of Planning and Evaluation, UNICEF assisted with a bottleneck analysis and diagnostic review of primary education that identified challenges in service delivery and proposed strategies to improve quality and learning environment. Results of the analysis demonstrated that schools only have 70 per cent of required desks for students. UNICEF contributed a total of 2,000 desks to improve the learning environments for students.

UNICEF provided technical and financial support to the Directorate of Social Protection and Solidarity (DPSS) to ensure that care and protection standards are being implemented in alternative care centres.

UNICEF continued to contribute to strengthening the Counselling Centre Against Domestic Violence (CCADV), providing technical and financial support to the Centre in order to carry out training/prevention in all districts of Sao Tome. Technical and financial support was provided in the training of social service professionals, the roll out of support services for orphans and other vulnerable children and victims of sexual violence, while emphasising the need for early intervention and prevention measures.

Strategic Partnerships

Mostly met benchmarks

The promotion of partnerships has been at the core of UNICEF's advocacy to increase awareness and understanding of Social Protection and to mobilise financial support. The World Bank joined UNICEF as a partner committed to the reduction of extreme poverty through the implementation of a robust national social protection policy and strategy. The CO continued to seek support from UNICEF ESAR, who supported the participation of two Ministry staff at the joint-International Labour Organisation (ILO), World Food Programme (WFP) and UNICEF Social Protection Seminar in Mozambique.

The CO focused on establishing partnerships with agencies and institutions in the education sector. UNICEF partnered with UNESCO in support of capacity building of two Ministry staff in planning, monitoring and evaluation.. The CO successfully leveraged partnerships with key universities to provide technical support for the implementation of the Education Programme. A Programme Cooperation Agreement was signed in March between UNICEF and PUC-Rio to: develop a curriculum for key knowledge areas; develop the parametres for space and operation of pre-schools; develop local didactic and pedagogical materials; implement a pilot experience for the pedagogical training; and establish specialised training via distance and face-to-face for the pre-testing and implementation of the curriculum. The Country Office successfully mobilised $196,000 in thematic funds to support this joint activity with PUC-Rio.

A Memorandum of Understanding (MoU) with *Universidade do Minho – Portugal* was developed to provide technical assistance in the development of a legal framework for pre-school education and the ECD framework.

To support UNICEF's equity focus in the education sector, UNICEF signed an MoU with Higher School of Education of Santarém for the implementation of a nationwide study on the number and location of children living with disabilities and the various degrees of disabilities, providing the foundation for the development of an inclusive education programme. This Agreement is a part of a larger programme focusing on the development of a local sign language for people suffering from hearing disabilities; the development of training manuals; and the training of teachers in sign-language.

As the Coordinating Agency for the local education group for the Government's request for funding from the Global Partnerships for Education (GPE), UNICEF provided leadership and technical assistance for the submission of the Government's project proposal of US$1.1 million to the GPE Secretariat, which was approved in November 2013.

The CO partnered with local NGOs, local associations, and the Catholic church to improve capacity through training on essential family practices at the community level, and to raise awareness to improve behaviours and practices linked to improved nutrition, promotion of positive parental practices, exclusive breast-feeding, promotion of immunisation, as well as the prevention of violence against children and women.

UNICEF signed an Agreement with INE and UNDP/Global Fund to implement the Multiple Indicator Cluster Survey (MICS) 5 as a joint activity, including indicators for Malaria Indicator Survey (MIS). The partnership has provided approximately US$550,000 toward supporting the cost of the implementation of the MICS and IT equipment to support STPInfo.

Knowledge Management

Mostly met benchmarks

Knowledge management systems and approaches were of key importance to the Office, with a particular focus on equity and the monitoring of results for evidence-based interventions. The development of the social protection policy and strategy generated information on extreme poverty, and contributed to improved understanding of equity issues, and the investment to reduce poverty and improve results.
The Office commissioned the following studies and other strategic documents directly and/or jointly with partners:

- Bottleneck analysis of the Education Sector;
- Study on Parental Practices: The study involved more than 900 mothers and 1,800 children between the ages of 0-59 months, and the information gathered will provide the foundation for developing the non-formal education system and parental education;
- National study of children with disabilities; and
- National Social Protection Policy and Strategy, with an analysis on extreme poverty.

Selected studies have been translated into English to facilitate advocacy and dissemination outside of the country. UNICEF played an important role, contributing practical and reliable data to support interventions to address child poverty, inequities and systemic bottlenecks.

Throughout the year, the CO supported the generation and sharing of knowledge with relevant stakeholders and civil society through the support and dissemination of a variety of print and media programmes (radio) on the Rights of a Child.

Inter-agency partnerships in 2013 encouraged greater coordination and collaboration, as well as improved knowledge management between UN agencies and key stakeholders. Two thematic groups (basic social services and governance and human rights) were established in 2013 to monitor the implementation of the UNDAF work plan, contributing to joint activities (MDG report and MICS) and improved information-sharing.

Advocacy by UNICEF contributed to the investment in a new and upgraded server with computers at INE, to support a platform for the generation and distribution of quality and official data. The improvement of DevInfo database (STPInfo 2) and strengthening the local capacity of staff to remain priorities.

Human Rights Based Approach to Cooperation

Mostly met benchmarks

Prioritising children's rights in high-level discussions on policy, law and budgetary allocation, has been at the centre of Country Office programming. As a part of the development of the social protection policy and strategy, an in-depth analysis on extreme poverty was conducted to identify the percentage of people living in extreme poverty. There had been no national data on extreme poverty for more than a decade. The social protection policy and strategy focused on the elimination of extreme poverty (11.5 per cent of the population) within ten years (by 2023). This goal is in line with the National Poverty Reduction Strategy II: 2012-2016, which aims to decrease extreme poverty by 10 per cent, and includes interventions to support the health and education of the most vulnerable populations, in particular children and women.

The child protection programme engaged in advocacy and policy dialogue with the Directorate of Social Protection and Solidarity (DPSS –Ministry of Health and Social Affairs) to reduce vulnerability of children and women, particularly street children, children from single-parent families and those who are placed in alternative child care centres. The CO contributed to strengthening child protection systems by developing a key document of directives and guidelines for child alternative care centres, highlighting minimum standard conditions, and actions that should be respected for the protection of children in those centres. At year's end the document has not yet been adopted by the Government.

UNICEF pursued dialogue and actions to mobilise support for much needed reforms and actions to implement the Convention the Rights of a Child. Focus was placed on the development of key communication for development materials and a national cartoon aimed at children 6-11 years old discussing violence in schools. The programmes provide information to empower children and provide them a greater opportunity in shaping decisions that impact their lives.

As a party to the United Nations Convention on the Rights of the Child (CRC), UNICEF assisted with the preparation of the third and fourth report for submission to the UN Committee on the Rights of the Child. A multi-sectoral team was formed by the Government under the leadership of the Ministry of Foreign Affairs and Cooperation to collate information and prepare for the Government's participation at the 64th session on

the Implementation of the Convention on the Rights of the Child. UNICEF provided technical support to the Government in the development of a comprehensive strategy and national plan of action for the implementation of the Convention.

The CO supported the Government in the legislative reform that will contribute to child protection and the promotion of women's rights. UNICEF began looking at efficient measures that can be used to support the Ministry of Justice in embarking on a new strategy to commence the legal reform process.

Progress was made in the country's judicial system with the adoption of the new Penal Code, which was published in June and places a particular emphasis on sexual abuse, exploitation of minors, and child trafficking.

Gender Equality

Mostly met benchmarks

Sao Tome and Principe has achieved parity between boys and girls in basic education, however, gender parity decreases with the increasing school grade. Girls have less opportunity to attain an upper secondary school education -- 45 per cent of girls between the ages of 15 and 24 do not go to school and are not employed, which is disturbingly high and contributes to increased poverty and the continued inferior economic status of women.

Families living in poverty also tend to take children, in particular girls, out of school to support the family in household chores when they experience household shocks. UNICEF supported the Government in the development and validation of the national social protection policy and strategy.

Reducing pregnancy in young girls remains a national priority, particularly as it is one of the root causes of girls dropping out of the education system. UNICEF supported the development of an entertainment-education life skills programme, providing meaningful engagement of young people in issues that impact their own lives and lead to dialogue and behaviour change.

In 19 per cent of families, at least one member was a victim of sexual violence; victims are predominantly (97 per cent) female. Sexual abuse of minors is greater in the Central region, especially in Agua Grande and Mé-Zochi, the most densely populated districts. Domestic violence is a major problem at the level of the family unit and society as a whole, with traditions characterised by profound inequalities in the social status of women and men, and by the structural oppression of the former by the latter. UNICEF supported the Counselling Centre against Domestic Violence (CCVD), which provides protection and counselling for victims of domestic violence, in widening community awareness and knowledge, in partnership with the Association of Women Lawyers.

Environmental Sustainability

Initiating action to meet benchmarks

As a small island state, the country is highly vulnerable to the unpredictability of natural phenomena and climate change. The country is facing increasing flooding, decreases in rainfall, forest degradation, loss of biodiversity, destruction of agricultural land, landslides, coastal erosion and contamination of surface and groundwater from remains. Children represent more than a half of Sao Tome and Principe's population and are one of the social groups most vulnerable to climate change.

Evidence increasingly shows that the main causes of death for children, including diarrhoea, malnutrition and mosquito-borne diseases, are all exacerbated by transition from the dry season to the rainy season. That transition is also likely to affect access to education and child protection due to loss of livelihoods and socio-economic security, among other factors.

Climate change is an emerging risk to children in Sao Tome and Principe. The draft Education in Emergency Plan, developed under the leadership of MECF, National Council for the Prevention and Disaster Management (CONPREC) and UNICEF, has yet to be finalised and incorporated in the national contingency plan. The draft Plan identified threats of hydro meteorological, geological, biological, technological and human origin and established measures (structures and mechanisms) for the related response. The Plan sets out measures to ensure resilience and survival of families, communities and future generations.

South-South and Triangular Cooperation

The Office continued to promote and foster South-South and triangular cooperation, particularly with Brazil, South Africa and Nigeria.

UNICEF established key partnerships with the PUC-Rio, for the provision of key technical expertise in the development of an ECE curriculum, pedagogical materials, the definition of minimum standards for pre-schools, and the development of a teacher training course (preparatory and distance/face-to-face). As part of the collaboration between UNICEF and PUC-Rio, a life skills project (Youth network learning through computer games) was developed for 2014.

Brazil continues to play leading role in the provision of universal access to ARVs for the treatment of HIV/AIDS. In 2012, UNICEF received funding from *Iniciativa Laços Sul-Sul* (LSS), and as a results a number of project activities were implemented to increase knowledge and decrease stigma towards HIV/AIDS during 2013.

In 2013, the Office began forging a closer collaboration with the Nigerian Embassy, and submitted a project proposal for funding the strengthening of child protection systems in the country. UNICEF and Nigeria have also been advocating to the Ministry of Education, Culture and Training for the introduction of sport in schools (Sport for development, and the promotion of life skills).

The Country Office continued to seek closer collaborations and experience-sharing among the Portuguese-speaking countries (Brazil, Cape Verde, Mozambique, Angola, and Guinea Bissau).

UN Cape Verde collaborated to include Sao Tome and Principe in the meeting on "Social Protection for Inclusive Growth." Held in Cape Verde, this high-level meeting was hosted by the Prime Minister of Cape Verde's Office and supported by UNICEF and UNDP, to demonstrate how social protection contributes towards economic growth, job creation, and poverty reduction. The UN Cape Verde, and UNICEF South Africa Angola provided supportive materials on holistic parent education, as well as nutrition, in support of early childhood development.

Narrative Analysis by Programme Component Results and Intermediate Results
Sao Tome & Principe - 6830

PC 1 - Advocacy, social policies and partnerships

On-track

PCR 6830/A0/04/001 By the end of 2016, a social protection system with adequate financial resources for the most disadvantaged will be set up and institutional and civil society capacities will be strengthened

Progress: A social protection system, which takes into account the most vulnerable, is being put in place at the country level. In 2013, UNICEF contributed to the development of a national social protection policy and strategy, which was validated in November. A Steering Committee to manage the exercise was created and is functional. The process will continue in 2014 with the dissemination of the strategy paper and the strengthening of the capacities of service providers and civil society.

UNICEF maintained its advocacy with the Government to ensure that adequate resources are affected to the social protection of the most vulnerable, and with other partners for a more evident commitment to this category of the population. The identification of most vulnerable will be facilitated by the results of the MICS survey underway.

UNICEF supported the development of the country report on the implementation of the Convention on the Rights of the Child.

On-track

IR 6830/A0/04/001/001 By 2016, the capacity of government and civil society is strengthened for the development and implementation of a national policy framework for social protection sensitive to children.

Progress: UNICEF provided financial and technical support to the Directorate of Social Protection (Ministry of Health and Social Affairs) in the development and finalisation of a child-sensitive national social protection policy and strategy. The policy and strategy were validated in November, and will be printed and be widely disseminated in 2014. A multi-sectoral national social protection steering committee was established and was active in the lead and oversight of the process. UNICEF continued to lead technical and high-level advocacy on social protection and was key in leveraging the World Bank to commit to funding social protection as a new area in their Programme with Government.

UNICEF strengthened the Government's capacity and promoted the development of key partnerships through supporting Sao Tome and Principe's participation in key social protection seminars in the Community of Portuguese Language Countries (CPLP) countries. Those included "Social Protection for Inclusive Growth" in Cape Verde, hosted by the Prime Minister of Cape Verde's Office; and the Social Protection Seminar in Mozambique.

While the Government's resources to finance social protection (SP) remain weak, the social protection agenda gained high visibility. The development of an SP strategy to seek support from donors and the private sector is a key area in the Government's Priority Action Plan 2013-2016,

On-track

IR 6830/A0/04/001/002 By 2016, systems for monitoring disaggregated data and analysis on the situation of children and women are strengthened and regularly updated to inform policy.

Progress: Knowledge management systems and approaches were of key importance to the Office, with a particular focus on equity and the monitoring of results for evidence-based interventions. The development of the social protection policy and strategy generated information on extreme poverty, and contributed to improved understanding of equity issues, and investments to reduce poverty and improve results.

UNICEF supported the National Institute of Statistics (INE) in the implementation of MICS 5 in Sao Tome and Principe, to update information on the situation of women and children. UNICEF supported the specialised training of INE staff to improve the quality and implementation of the MICS. The Government/Global Fund Malaria Indicator Survey (MIS) was incorporated in to the MICS, and UNDP and UNICEF signed a joint work plan for this activity.

Two UN thematic groups (basic social services and governance and human rights) were established in 2013 to monitor the implementation of the UNDAF work plan, contributing to joint activities: the MDG Progress Report and MICS 5, as well as improved information-sharing.

UNICEF supported the Government in developing its report on and its participation at the 64th session (16-17 September 2013) on the Implementation of the Convention on the Rights of the Child. UNICEF supported the Government in elaborating a comprehensive strategy and national plan of action for the implementation of the Convention, based on the key recommendations from the Committee on the rights of a child.

On-track

IR 6830/A0/04/001/003 Project Support Costs - management of human capacity

Progress: The positions of Programme Specialist for the Programme of Advocacy and Social Policy and Social Policies Specialist – a function shared with the Offices of Gabon and Equatorial Guinea - are filled. Those staff support advocacy efforts implementation for the

realization of children's rights, particularly with regard to equitable access to the resources of the country through inclusive social policies.

PC 2 - Capacity development for child survival, development and protection

On-track

PCR 6830/A0/04/002 By the end of 2016, access and quality of basic social services (health, nutrition, education and care for HIV/AIDS) will be increased, especially for the most vulnerable, and the legal framework services and assistance for the protection of the most vulnerable children will be strengthened

Progress: UNICEF contributed to the reduction of maternal and infant mortality by providing support in the development of the policy and planning documents and strengthening of health service delivery; the provision of essential drugs for IMCI strategy, ARV drugs and HIV test kits for the elimination of MTC transmission, and malaria drugs for the control of the disease; and introduction of a second dose of measles vaccine. Communications tools promoted four essential practices for child survival at the community level.

In the area of education, UNICEF focused its actions on ECD, developing the content of a future educational program. Efforts also included the family practices survey and the establishment of a partnership with the *Pontifica Universida de Católica*. The analysis of bottlenecks in the sector of education was carried out with WCARO's support. In response to an identified need, UNICEF provided 2,000 tables for students.

The reform of the child protection act was underway at year's end. Several laws have already been developed and approved by the Council of Ministers. They are in instances of approval in the National Assembly.

In order to combat domestic violence, approximately 120 officers from police forces, health organizations and NGOs received training to strengthen capacities on the support of children and women victims of violence. UNICEF contributed to two documents on child labor: the National Plan Against Child Labour and the List of the Worst Forms of Child Labour in Sao Tome and Principe. Those documents were submitted to the Government for approval.

On-track

IR 6830/A0/04/002/001 By 2016, policy documents that strengthen the National Health System (SNS) include the rights of children and women.

Progress: UNICEF supported the Ministry of Health, in collaboration with other UN partners, on the updating and elaborating of three key national health policy documents:
i) National Action Plan for Child Development, integrated in the Comprehensive Plan for Reproductive Health.
ii) Protocol for the Elimination of Mother to Child Transmission, and
iii) The National Protocol on Acute and Chronic Malnutrition Management .

UNICEF developed a new partnership with Institute of Marques Val Flor, for the implementation of a study of malnutrition, infections and de-worming, to launch in 2014.

On-track

IR 6830/A0/04/002/002 By 2016, capacity of district health centres to provide and monitor basic health care, including HIV/AIDS care, is strengthened.

Progress: UNICEF contributed to improving service delivery through the strengthening of capacity of health personnel in the health districts and the provision of vaccines, vitamin A, deworming tablets (treatment), essential medicines, ARVs, and HIV test kits, ensuring that all children under 5 years old have access to the Minimum Health Package.

As a part of A Promise Renewed interventions, the country introduced new vaccines (second dose of measles) in the routine Expanded Immunisation Programme in November 2013. UNICEF, in partnership with WHO and GAVI Alliance, strengthened government capacity by providing training, technical and financial assistance on management of vaccines and cold chain.

As a part of the strategy to reduce maternal and neo-natal mortality, the CO provided the central maternity ward with new equipment (oxygen concentrator set and neo natal and infant child resuscitator hand-operating sets) to improve service delivery and new-born care.

The CO introduced the concept of MoRES to partners to assist in monitoring the impact of interventions and to assist in refocusing activities to achieve better results. Preliminary training for Government staff on MoRES was held in September, introducing an equity focus and a focus on monitoring.

On-track

IR 6830/A0/04/002/003 By 2016 vulnerable communities and families will have strengthened capacity and knowledge to adopt essential family practices (ORT, hand washing with soap, sleeping under impregnated mosquito nets, PMTCT) to improve child survival and the protection of children and women.

Progress: UNICEF focused Communication 4 Development (C4D) activities and communication materials on three key areas: life skills,

the promotion of child rights and child protection (in particular parental practices), and essential family practices for child survival.

UNICEF focused on strategic partnerships to implement activities at the household and community level. UNICEF continued working with the Pastoral Children's network, a church based organisation, in efforts to raise awareness and promote positive behaviours in health, education, and child protection. More than 300 (around 30 per cent) community leaders, mostly women and heads of families, have been trained in maternal and child health. There has been a large focus on efficiency and the integration of projects between programme areas, to improvement results, and management of resources. A partnership was also forged with the NGO Alisei for the development of a parental practices programme focusing on community outreach, training and education materials on the nutrition required for the first 1,000 days of a child's life, exclusive breast-feeding, and a mini tv-series focusing on positive parental practices, with a specific focus on prevention of and fight against violence. UNICEF collaborated with two NGOs to implement programme activities in vulnerable communities.

In partnership with Comunicarte, in 2013 UNICEF supported analysis of the key social problems faced by youth, and identified the best media options to work toward youth empowerment. In 2014, entertainment-education efforts will be undertaken, including an interactive radio programme, and television spots. The CO also supported the development of a national comic book, *Turma da Mana e Nino,* promoting positive information for all children between the ages of 6 and11..

UNICEF organised and participated in the following special events: Children's month (June), International Water Day, International Family Day, and African Vaccination Week.

On-track

IR 6830/A0/04/002/004 By 2016, children from 0-6yrs, particularly in the most vulnerable areas, benefit from improved access to, and quality of, early childhood development through the reduction of barriers to early childhood education.

Progress: UNICEF continued to advocate and promote the importance of developing early childhood education (ECE). The Government has committed to the universalisation of pre-school, and increased its budget allocation to the department of pre-school, particularly for the rehabilitation of pre-schools.

UNICEF and the Ministry of Education, Culture and Training (MECF) outlined key programme activities for the development of ECE (0-6yrs), including a simulation model to provide perspective on the formal structure. This approach is necessary, as well as useful, to finalise the outline of the ECE policy, and to validate it based on the targeted coverage, capacity of logistics services, associated costs, and budgets to fund the programme.

The CO supported the implementation of a study on parental practices, to understand parental knowledge, attitudes, and behaviours toward their children's learning and development. The results will provide the foundation for developing the non-formal education system and parental education.

UNICEF signed a Programme Cooperation Agreement (PCA) with *Pontifica Universidade Catolica* (PUC-Rio) to develop an ECE framework. The partnership includes the following four key actions:

- Implement a diagnostic on the country's current ECE situation, defining the needs and establishing the foundation of the framework, the development of a curriculum, teacher manuals, and pedagogical materials;
- Support the MECF in the selection of 6 kindergartens/pre-schools for the pilot experience;
- Develop a teacher training course to be delivered at EFOPE and also via distance learning; and
- Develop and launch a free online distance learning course for kindergarten teachers.

  UNICEF worked to strengthen the capacity of educators and teachers by training of a core group to enable the pre-testing of the curriculum, and production of educational materials.

On-track

IR 6830/A0/04/002/005 By 2016, school principals, teachers and parents have strengthened capacity to promote a quality education as a part of the Child Friendly School initiative.

Progress: UNICEF worked with key education partners to identify and define the key actions required to improve the quality of education.

Collaborating with the Department of Planning and Evaluation, UNICEF assisted with a bottleneck analysis and diagnostic review of primary education that identified challenges in service delivery and proposed strategies to improve quality and learning environments. Results of the analysis demonstrated that schools only have 70 per cent of required desks for students. UNICEF contributed to an improved learning environment for students by providing 2,000 desks (25 per cent of the total required)..

As the Coordinating Agency of the Local Education Group (LEG), UNICEF supported the development of a number of key activities, in partnership with the World Bank, to enable the submission of the required documents for the successful funding of US$1.1 million from the Global Partnership for Education (GPE). UNICEF held a number of LEG meetings to inform members of the process and validate key documents, and also supported the evaluation of the Education Plan as well as the development of a three-year operational plan. The three-year plan will provide training to approximately 1,000 teachers (more than 50 per cent) on the use of modern teaching methods and tools to monitor students' progress in learning.

UNICEF and MECF initiated a partnership with Higher School of Education of Santarém to implement a study on children with disabilities for the development a Plan of Action for Inclusive Education.

On-track

IR 6830/A0/04/002/006 By 2016, national legislation and regulations for the protection of children and women are strengthened and fully in-line with international conventions ratified by Sao Tome and Principe.

Progress: High level advocacy by UNICEF, along with the Ministry of Justice, resulted in important discussions on legislative reform and the revision of the child protection law. In July, the Cabinet of Studies and Legal Policy/Minister of Justice conducted working sessions with key stakeholders, including lawyers and magistrates from the Attorney General's Office and courts, Officials of the Directorate of Social Protection and Solidarity (DPSS) and civil society organisations, as well as technicians of the National Assembly and Ministry of Education, on the proposals for the following laws: Law on the protection of at risk children and youth, Law on foster care, Host Institutional Law, Adoption Law, and Law on Civil juvenile justice. In September, the Council of Ministers approved the proposed laws, which was to be analysed by the National Assembly at the end of the year.

UNICEF also continued advocacy and policy dialogue with the DPSS to reduce the vulnerabilities of children and women. In 2013, UNICEF provided technical and financial support to DPSS to develop and ensure implementation of care and protection standards for alternative care centres. Along with DPSS and stakeholders, UNICEF supported the development of a key document of directives and guidelines for child alternative care centres, highlighting minimum standard conditions, and actions that should be respected. The document was validated by key stakeholders, including alternative care centres. and UNICEF also advocated i for the document to be taken to the Council of Ministers for the production of an official decree, giving it legal force. UNICEF also provided training on the document for 30 social workers and alternative caregivers, and elaborated a draft action plan for the strengthening of the DPSS. One of the priorities for the near future should be the implementation of this plan of action by DPSS and other stakeholders.

On-track

IR 6830/A0/04/002/007 Increased capacity on child protection: society organisations will have enhanced capacity to ensure better monitoring of children and women who are victims of violence, abuse and exploitation.

Progress: UNICEF continued to strengthen the capacity of social workers and DPSS staff on the use and implementation of the document of directives and parameters and organised DPSS for the implementation of key priority activities.

The Office worked on resource mobilisation for the implementation of the mapping and analysis the child-protection sector, a necessary activity to facilitate the development of policies and strategies to strengthen the child protection system. UNICEF developed a ToR and activity project proposal and successfully mobilised the required resources to progress with the recruitment process for technical assistance in 2014.

In partnership with UNFPA, UNICEF supported the prevention of domestic violence. In 2013, the Counselling Centre against Domestic Violence (CCVD) and the Association of Women Lawyers, with support from UNICEF, conducted capacity building activities in all districts of Sao Tomé with police, district health personnel and NGOs on the treatment of domestic violence victims, enlarging community awareness and training on this important topic.

UNICEF supported activities organised by the ILO against child labour with the Government, workers, and employers, which resulted in the elaboration of a national plan against child labour and a list of the worst forms of child labour in Sao Tome and Principe. In October, the two documents were officially submitted to the Minister of Health and Social Affairs for approval by Government and, in November, they were widely disseminated in all districts, in particular to local authorities.

On-track

IR 6830/A0/04/002/008 Project Support Costs - management of human capacity

Progress: Thanks to work of the specialists, officers and assistant of programmes, the programme of cooperation for child survival, development and protection was implemented and adequate technical support was brought to the national partners.

PC 800 - Cross-sectoral costs

On-track

PCR 6830/A0/04/003 Effective and efficient programme management and operational costs

Progress:

The required support for the implementation of the Country Programme was provided. Resources were efficiently and effectively utilised: the percentage of funds were largely utilised for the implementation of activities before 31 December. The Country Management Team (CMT) provided oversight and monitoring of performance indicators on a regular basis.

On-track

PCR 6830/A0/04/800 Programme Support

Progress: The management of the office, front desk, programme, and operations priorities and governance were based on the 2013 AMP, which was developed with the Country Management Team and provided programme, front office and operations objectives, and performance indicators. A mid-semester review of the AMP was held. Progress of management indicators from the AMP 2013, Manager's Dashboard and audit action plan were monitored during the joint Programme/Operations meeting, Programme meetings, and CMT meetings.

Actions to strengthen governance were put in place. All work processes were reviewed and streamlined, incorporating IPSAS standards and VISION workflow. The compositions of statutory and non-statutory committees were updated. The committees met regularly and when required, and functioned effectively.

On-track

IR 6830/A0/04/800/001 Governance and Systems

Progress: The sub-regional Area Representative's travel to Sao Tome was facilitated, allowing him to better understand the situation of children and women in STP, to facilitate the annual mid-review and annual review, and to chair the CMTs.

Key staff travel was also supported; particularly for the Operations Manager and the ICT Officer, to ensure that the office ICT were updated.

The provision of office supplies and maintenance ensured the smooth running of the country office.

On-track

IR 6830/A0/04/800/002 Financial Resources and Stewardship

Progress: A large part of the budget was allocated to the DPCA budget for UNICEF's contribution to the Shared Common Services.

On-track

IR 6830/A0/04/800/003 Human Capacity

Progress: Support was provided for the wellbeing of the staff through the Welfare Fund managed by the ALP to provide improvements to the daily office working environment.

Effective Governance Structure

The management of the office, front desk, programme, and operations priorities and governance were based on the 2013 AMP, which was developed with the Country Management Team and provided programme, front office and operations objectives, and performance indicators. A mid-semester review of the AMP was held along with the Area Representative, and the Guidelines for Reporting, Resource Mobilisation Plan,and key calendar dates annexes were updated.

The progress of management indicators from the AMP 2013, Manager's Dashboard and audit action plan were monitored during the joint Programme/Operations meeting, Programme meetings, and the CMT meetings. Four of five CMT meetings were conducted in 2013. HACT implementation was a standing item at all the meetings and significant advances were made in the identification of IPs, the development of a HACT assurance plan, and the development of spot check tools and guidance. Implementing partners were trained on HACT implementation. UNICEF, jointly with UNDP and UNFPA, promoted the implementation of joint micro-assessments of selected Implementing Partners.

All work processes were reviewed and streamlined, incorporating IPSAS standards and VISION workflow. The compositions of statutory and non-statutory committees were updated. The committees met regularly and as required, and functioned effectively.

Following the internal audit held in May, and with the arrival of the new Area Representative in August, a series of actions to strengthen governance were put in place: development of ToRs of CMT including an updated and rationalized list of performance indicators to be monitored, and ToRs of Programme Team; effective chairing of quarterly CMT and JCC meetings in STP by the Area Representative during his quarterly missions to STP; weekly Senior Management videoconference meetings (Area Representative and STP Deputy Representative or OICs); and production and sharing of minutes and action points of CMT, JCC and weekly Senior Management meetings.

Other measures toward governance strengthening of Gabon Area Office and STP Office will be taken based on recommendations from the in-depth analysis of shared services (Operations and Programme) to be held with WCARO and HQ in February 2014.

Strategic Risk Management

The risk control and self-assessment (RCSA) was reviewed and updated in December, under the updated guidelines. The draft document will be validated in 2014 and will be used to make risk informed decisions when developing the 2014 AMP. The overall risk profile remains low, although the following high risks have been highlighted: political instability, weak government leadership and ownership, and poor coordination; and poor motivation, conflicting agendas (time constraints) and low capacity of partners, both of which are linked to the risk area of results-based management and reporting.

The UNDSS Regional Advisor completed a MOSS compliance survey in April 2013. The STP Country Office ranked 89 per cent MOSS compliant. Actions were taken in relation to the recommendations made, including establishing VHF radio tests for key staff.

The Business Continuity Plan (BCP) was updated and the draft was submitted to the Area Office for approval. The BCP was only partially tested during the fire evacuation exercise and radio tests. The ICT was updated, component tested, and demonstrated good resilience. The plan will be updated and tested in 2014, following its update.

Evaluation

2013 was the second year of the country programme. The five-year and annual IMEP have been updated in accordance with the recommendations of the audit.

Two planned evaluations in the education sector were cancelled, due to the same evaluations being implemented and financed by the World Bank in 2014.

The Office implemented a semestrial and annual review in 2013 to assist in the effective monitoring of the annual work plan. The reviews were organised with the effective participation of Government and civil society, giving them the opportunity to discuss the relevance of certain strategies developed, to draw lessons and refocus the approaches adopted. The progress as well as the challenges were discussed and helped to define the priorities for 2014 work plan. No changes were suggested for the IR strategies which are highlighted in the CPAP, however some indicators have been revised based on updated data.

In 2013, UNICEF and UN Agencies collaborated for the review of the progress of the MDGs, and developed the "MDG Progress Report."

UNICEF supported Sao Tome and Principe's alignment with the CRC, and provided financial support to the Government to develop and submit the report on the Implementation of the Convention on the Rights of the Child. The Committee recommendations were shared with the Government.

The national capacity to effectively plan, monitor and evaluate remains weak. UNICEF concentrated efforts on improving the education sector's M&E functions, by strengthening the capacity of education personnel through technical training.

Effective Use of Information and Communication Technology

Systems and services were maintained to ensure availability at all times. UNICEF installed a new antenna and migrated its server from UNDP to an independent UNICEF HP Proliant G5 server. New equipment for the server room was purchased and installed for the migration.

The CO installed a VEEAM server to safeguard virtual machines/equipment, in response to an action point from the Audit. Video Conference equipment was also procured and installed, allowing for improved communication between the Area Office and Country Office.

The CO continued its agreement and collaboration with UN Agencies for the use of common services such as the VoIP router and a common PABX as well as the UNDP LAN manager.

The Peer Review by the WCARO Regional Chief of ICT was delayed due to flight and agenda constrictions.

The Business Continuity Plan (BCP) was updated and now includes an updated version of the ICT Disaster Recovery Plan.

All end user client computers were migrated to Microsoft Windows 2008. Obsolete equipment was submitted to the Property Survey Board (PSB) 2013 and was later disposed of.

Fund-raising and Donor Relations

The promotion of partnerships was at the core of UNICEF's advocacy to increase awareness and understanding of child rights. While the donor base in Sao Tome and Principe is limited, UNICEF continued to advocate for increased awareness of the situation of children and women in the country, and to encourage support of Government-UNICEF activities.

The Office made efforts to engage with new potential partners such as the Australian Agency for International Development (AusAID), Nigerian Embassy based in Sao Tome and Principe, the Turkish International Cooperation and Development Agency (TIKA), and the private sector. Project proposals were submitted to AusAID, TIKA, and the private sector to leverage and mobilise financial support.

The CO developed a resource mobilisation strategy 2013-2016, which focuses on the mobilisation of funds, as well as the leveraging of technical support, in order to implement the Country Programme. The CO was

successful in leveraging partnerships to provide technical assistance for the implementation of the Country Programme. Partnerships (PCA and MoUs) were signed with PUC-Rio, and ESE - *Santarém*, for the provision of expertise in early childhood education as well as inclusive education.

As the Coordinating Agency of the LEG, UNICEF supported the development of a number of key activities, in partnership with the World Bank, to enable the submission of the required documents for the successful funding of US$1.1 million from GPE.

Management of Financial and Other Assets

The Office's Support Budget and Cross Sectoral allocations are limited and consequently resource allocations were carefully planned during the year.

The Office prepared the bank reconciliations for January to December 2013 within the 15 day deadline. At year end, the Bank Reconciliation does not reflect any outstanding items over 30 days.
The Table of Authority (ToA) was updated in 2012 to reflect staff changes in the CO and Area Office. Requisitions were authorised as per ToA. The bank signatory panel was also kept up-to-date during the year.
Transactions were coded to correct GL accounts.
As of December 31, 2013, the Regular Resources expenditure rate is 95 per cent, and the Other Resources expenditure rate is 61 per cent per cent.
Efforts were made to improve the Direct Cash Transfers (DCT) internal rating. Status of DCTs is monitored on a fortnightly basis and reported at the Programme, All-Staff, and CMT meetings.
CO keeps improving Bank Optimisation practices with better funding disbursement planning; the benchmark reached is in compliance with FC 40.
CO reviewed internal work process for all the sections and submission to CMT.

Supply Management

The UNICEF CO provides limited goods and services in Sao Tome and Principe. In 2013, the Office issued six Programme Sales Orders, a total of US$84,172 worth of supplies from distributors in Sao Tome and Principe, and procured US$ 12,175 in the provision of various services.

A breakdown of goods and services follows:

Direct order	US$0.00
Local	US$12,175
Offshore-HQ	US$74,083
Offshore-Country	US$10,089

Other key areas of support included:

supply of vaccines to strengthen the EPI strategy	US$22,845
procurement of maternity equipment	US$3,348
essential drugs for IMCI	US$21,070
HIV rapid tests	US$19,000
equipment for MICS Survey	US$ 9,074

UNICEF supply division continued to procure equipment and vaccines on behalf of the Ministry of Health. The Government transferred a total of US$30,565 to UNICEF for the procurement of the following supplies:

vaccines and their devices	US$ 12,188
ARV drugs	US$ 18,377

All supplies were delivered on time to the end-users.

Human Resources

The Social Policy Specialist position, which is cost-shared with the Gabon and Equatorial Guinea offices, was filled as of September. An additional driver was recruited by the Country Office for an 11 month period to support the implementation of the MICS.

Vision WebEx sessions organized by the Regional Office and the Headquarters helped to enhance the capability of the staff, and some staff also benefited from Regional workshops.
The staff performance appraisal (PAS) completion rate is 100 per cent.

The Office has a security plan, and radio tests are conducted weekly with the participation of the security focal point, warden, deputy warden and drivers. First Aid training was conducted with the Red Cross, and 90 per cent of staff were trained in basic first aid.

The Learning Plan for CO staff was respected and all staff participated at regional meetings and earmarked trainings run by the Regional Office. As of November 2013, 100 per cent of staff (excluding the drivers) participated in PPP training.

The two drivers completed the UNDSS run defensive driving course in November 2013.
The Operations Assistant and Programme Assistant participated in a DCT Capacity Building Workshop organised by WCARO, and the Operations Assistant also participated in a Salary Survey Workshop/FICSA in Ouagadougou.

Efficiency Gains and Cost Savings

The creation of an Area Operations Service Centre based in Libreville and serving Gabon, STP and Equatorial Guinea, resulted in cost-savings for the organisation. In 2013 STP Office contributed 30 per cent of the cost of the following positions: Social Policy Specialist L4, M&E Specialist NOC, Supply Assistant GS6.

The key staff members in the Area Operations Centre are able to perform any transaction for all the countries from their duty-station, improving both efficiency and reducing travel costs within the area. The audit conducted in May 2013 recommended an in-depth review (IDR) of the efficiency and effectiveness of the Area Operations Service Centre and shared staff (Operations and Programmes). The IDR is scheduled for February 2014 in Malabo with WCARO and HQ's participation.

Changes in AMP & CPMP

There was no significant change in the CPMP approved in April 2011. With the creation of the Area Operations Centre, the Country Office Operations staff structure was reduced to an Operations Assistant. The 2013 AMP was developed with the Country Management Team and provided programme, front office and operations priorities, performance indicators, and an M&E schedule. A mid-year review of the AMP was held with the Area Representative, and the Guidelines for Reporting, Resource Mobilisation Plan, and key calendar dates annexes were updated. The list of performance indicators was reviewed and rationalized. ToRs of two committees (CMT and Programme Team) were developed and validated in CMT.

Following the internal audit, with regard to Governance mechanisms, it was decided to suppress the Area JCC and to only maintain a local JCC in both Gabon and Sao Tome & Principe. This decision was discussed with the LSA committee and validated in CMT.

An In-Depth Review of the Gabon Area Office shared services (Operations and Programme: Social Policy and M&E) is planned for February 2014 and may have consequences on the CPMP.

Summary Notes and Acronyms

ARV – Antiretroviral
ASMJ – Association of Women Lawyers in Sao Tome and Principe
BCP – Business Continuity Plan
CBO – Church Based Organisations
CEDAW - Convention on the Elimination of All Forms of Discrimination against Women
CO – Country Office
CMT – Country Management Team
CRC – Convention on the Rights of the Child
C4D – Communication 4 Development
DHS – Demographic and Health Survey
DPSS – Directorate of Social Protection and Solidarity
ECD – Early Childhood Development
ECE – Early Childhood Education
ERM – Enterprise Risk Management
FONG – Federation of NGOs
GAM - Global Acute Malnutrition
GPE – Global Partnerships for Education
HACT - Harmonised Approach to Cash Transfers
ICT – Information, Communication, Technology
ILO – International Labour Organisation
IMR- Infant Mortality Rate
INE - National Statistics Institute
IYCF - Infant and Young Child Feeding
LEG – Local Education Group
LSS – Laço Sul-Sul
MDG – Millennium Development Goals
M&E – Monitoring and Evaluation
MdM – Medicos do Mundo
MoRES – Monitoring for Results in Equity Systems
MoU – Memorandum of Understanding
MICS – Multiple Indicator Cluster Survey
MNPs – Micronutrient Powers
MR – Mortality Rate
MTCT – Mother-to-Child Transmission
NGO – Non-Governmental Organisation
PCA: Programme Cooperation Agreement
PCV13 - Pneumococcal Conjugate Vaccine
PMTCT – Prevention of Mother-to-Child Transmission
PUC-Rio – Pontifícia Universidade Católica (Rio de Janeiro - Brazil)
RCSA – Risk Control and Self-Assessment
Santarem – Ecole Supérieure de l'Education de Santarém
STP – Sao Tome and Principe
UN – United Nations
UNESCO – United Nations Educational, Scientific and Cultural Organisation
UNDP – United Nations Development Programme
UNFPA – United Nations Population Fund
UNICEF – United Nations Children's Fund
WASH – Water, Sanitation and Hygiene
WFP – World Food Programme
WHO – World Health Organisation

Document Centre

Evaluation

	Title	Sequence Number	Type of Report
1	PRATIQUES PARENTALES VIS A VIS DES ENFANTS DE MOINS DE 6 ANS A SAO TOME ET PRINCIPES	2013/100	Survey