



Netherlands Enterprise Agency

ORIO Progress Report Implementation Phase

Project title	
ORIO Project Number	ORIO.././..
Country	
Phase	Implementation Phase
Reporting period	
Progress report submitted by	<<name person & organisation>>
Date progress report	
Date previous progress report	

Instructions:

- *This report presents a summary of the progress of the project and the result(s) achieved so far since the previous progress report. Please focus on the events that occurred in this reporting period. (If there are no relevant events/progress to report upon during this reporting period for a certain topic,, please indicate that there has been no changes.)*
- *This report and the attached documents must be in English.*
- *Send a copy of the report and its annexes to RVO-ORIO via email or on a usb-stick.*
- *RVO/ORIO should receive the Progress Report according to the dates agreed in the Grant Arrangement for the Implementation and O&M Phase and the disbursement schedule. RVO/ORIO should receive Progress Reports every six months, as soon as the main contract has been signed. .*
- *The Progress Report has to be signed by the Grantee or Competent Authority, according to the Power of Attorney mentioned in the corresponding annex of the Grant Arrangement.*

A. Conditions

If applicable, please indicate the current status of the conditions that have to be fulfilled during the Implementation Phase, referring to the conditions as mentioned in the Grant Arrangement for the Implementation and O&M Phase.

B. Progress of project, result(s) achieved and modifications

Summary

Please summarize (max 500 words) the progress of the project so far, including the cooperation between the partners and qualitative project results.

Activities (please refer to the contracts as mentioned in the disbursement schedules)	Party/contractor responsible for result.	Planning	Status/Changes	Bottlenecks and risks
<i>Package/contract 1</i>				
<i>Package/contract 2</i>				
<i>Etc.</i>				

Planning: Please indicate if the planning is still feasible. If not please elaborate reasons, and ask for extension.

Status/changes: Please describe the status of the result, the main changes in its status and any issues that have been encountered. For example: Are there any changes in the scope of the results? Do any steps of the project need to be reviewed? If so, please elaborate on the steps that are being reconsidered.

Bottlenecks or risks: Please describe if there are any bottlenecks or risks identified or foreseen that could hinder the progress of the project. If relevant, describe what measures will be taken to mitigate the bottlenecks and risks.

Relevant modifications

Please indicate whether any organisational or institutional issues or changes occurred that are relevant for the Implementation Phase. For example:

- *Changes concerning the Applicant, Competent Authority and/or Consultant(s);*
- *New contact persons of the Applicant, Competent Authority and/or Consultant(s). Please mention contact details (name, position, telephone and email).*
- *Major national or regional changes in the project context.*
- *Other relevant issues.*

C. Financial report

Please include the [most recent Financial Report\(s\) and/or audits of the Competent Authority](#) and fill in the tables below.

Name of Contract/ package	Contractor /recipient	Contract value in EUR	Total eligible costs	Total disbursement up to that period EUR	Disbursed by ORIO in this period	Disbursed by competent authority/applicant this period	Total disbursement including this period in EUR
<i>Package/contract 1</i>							
<i>Package/contract 2</i>							
<i>Etc.</i>							

Per package (contract payment schedule): *Package/contract 1*

No		Invoice value	Date disbursement request	Paid amount Grantee (or other source)	Paid amount Grantor (ORIO)
1	Advance Payment				
2	Interim payment 1.				
11	Final payment				
	Total				
	Percentage of contract paid				

D. Monitoring & Evaluation of Results

Please use the [Excel sheet for your result indicators](#), concerning:

- Output (realised infrastructure)
- Outcome (access and use of the infrastructure)
- Sustainability of the project .

E. CSR/Social & Environmental Sustainability

1. General Conditions

Please indicate if all general OECD and IFC conditions applicable for the contractor and the realisation of this project have been fulfilled during the report period.

Applicable OECD conditions all fulfilled: Yes/ no

Applicable IFC conditions all fulfilled: Yes/ no

If the answer is no, please describe the measures to be undertaken to fulfil the (OECD/IFC) conditions:

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*Mention any specific change or incident in the project, during this reporting period, related to OECD and IFC issues, especially child labour, forced labour, the grievance mechanism etc. OECD: <http://www.oecd.org/corporate/mne/48004323.pdf>
IFC: http://www.ifc.org/wps/wcm/connect/c8f524004a73daeca09afdf998895a12/IFC_Performance_Standards.pdf?MOD=AJPERES*

Changes or incidents:

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Grievances issued (please attach grievance, followed procedure and outcome (so far)).

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2. Contractor's specific conditions

Please indicate if the constructor has signed the CSR-declaration.

CSR declaration signed: Yes / no

If the answer is no, please sign the declaration and attach it to the progress report.

*Please indicate if the contractor has realized due diligence with regard to human rights, employment relations, environment, combatting Bribery and consumer interest. Please **attach a copy of the due diligence policy/plan** of it to the progress report.*

Copy due diligence attached: *yes/no*
 Due diligence realized: *yes/ no*
 If the answer is no, please describe the mitigation measures.

3. Project specific conditions

Please indicate if there are any specific CSR-conditions mentioned in the Grant Arrangement to fulfil during the implementation phase of the project.

specific CSR-conditions mentioned in the GA and in case not mentioned in the ESMP; mitigation measures, activities started, finished and remaining and how to proceed:

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-
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*Please provide a **copy of the ESMP** and indicate the current status of the mitigating measures during this reporting period. Indicate which are started, finished and remaining and how to proceed in the Implementation Phase, referring to this ESMP.*

risk	Measures and status

4. Compliance with licence conditions

Please present an overview of the required licences for this project, based on the ESIA and national legislation, and indicate if these are obtained during the report period.

*Please attach a **copy of these licences** to the progress report.*

licence	Date of signature

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Please indicate if there are any specific conditions laid down in the licence to fulfil during the implementation phase of the project.

specific conditions mentioned in the licences and in case not mentioned in the ESMP; mitigation measures, activities started, finished and remaining and how to proceed:

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5. Resettlement action plan or Livelihood Restoration Plans

Please provide a copy of the RAP or LRP, if identified in the ESIA. Describe the process of resettlement during the report period.

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6. Child labour

With regard to the implementation of the project according to ILO Conventions 138 and 182 against child labour and ILO Conventions 29 and 105 against forced labour, you must establish that no use is made of child labour or forced labour by the enterprises involved in the project, or by essential supplies to the project based on due diligence methodologies. You are legally bound to provide RVO.nl with any information you may have about the possible use of child labour or forced labour by the enterprises or suppliers. Please indicate if any form of child labour, weather forced labour has took place during the report period.

Child labour used: yes/ no
Applied method and date:
Mitigation measures:

Forced labour used: yes/ no
Applied method and date:
Mitigation measures:

G. List of annexes

1. *Most recent Financial Report(s) and/or audits Competent Authority*
2. *Result indicators (Excel sheet) incl. annexes (means of verification)*
 1. *a copy due diligence attached:*
 2. *a copy of the ESMP*
 3. *a copy of the licences*
 4. *a copy of the RAP or LRP*

H. Declaration and signature

By signing this progress report the Grantee, or the Competent Authority on behalf of the Grantee, declares that the information in this progress report and its annexes is accurate and complete and fulfils the conditions agreed in the Grant Arrangement. Please initial each page of this report.

Grantee/Competent Authority	
Organisation:	
Name:	
Position:	
Date:	
Signature:	