Process Action Plan (PAP) for phase III of the Danish Maritime Security

| **Action/product** | **Deadlines** | **Responsible/involved****Person and unit** | **Comment/status** | **Defence**  |
| --- | --- | --- | --- | --- |
| Analysis started | Medio 2020 | RDE Accra & Abuja | Completed |  |
| Alignment meeting with Copenhagen (MNS/Thomas Ostermann) | Jan. 15, 2021 | RDE Accra | Completed |  |
| Submission of idea catalogue (2-pager) for the PSF Secretariat | Feb. 4, 2021 | RDE Accra & Abuja | Completed |  |
| Pre-approval by the PSF Steering Committee | Feb. 11, 2021 | SAMSEK | Completed |  |
| ToR for formulation consultant finalised | Feb. 11, 2021 | RDE Accra, Abuja & MNS (Andreas Ring) | Completed |  |
| Application for funding of formulation consultant (forundersøgelseskontoen) | Mar. 11, 2021 | RDE Accra  | Completed |  |
| Closed calls for tender for recruiting a formulation consultant | Mar. 19, 2021 | RDE Accra  | Completed |  |
| Deadline for expression of interest from formulation consultants | Apr. 5, 2021 | RDE Accra | Completed |  |
| Perusal of expression of interest and reply to 3-5 consultants of  | Apr. 9, 2021 | RDE Accra | Completed |  |
| Deadline for tender application | Apr. 19, 2021 | RDE Accra | Completed |  |
| Perusal of application and final decision on consultant  | Apr. 19-23, 2021 - TBC | RDE Accra & MNS | Completed on April 29, 2021. |  |
| Contract with formulation consultant and initiation of formulation mission | NLT May 12, 2021 | RDE Accra | Completed NLT May 11 |  |
| Virtual visit to West Africa and potential implementing partners by consultant | May/June, 2021 TBC | Formulation consultant | No physical meeting possible before the summer holiday | Defence part of this LTR |
| Submission (+ approval) of an extended *Lessons Learned* (Light Touch Review) of the existing program | July 12,  | Formulation consultant (+ MNS Andreas Ring) |  | Defence PSED 4 included |
| Identifying relevant engagement partners and engaging them in relevant PSE’s | May-July, 2021 | RDE Accra, Abuja & formulation consultant |  |  |
| Formalised Embassy response to LTR  | August 3 |  |  |  |
| 2nd virtual visit to West Africa and potential implementing partners by consultant | August, 2021  | Formulation consultant |  |  |
| Submission of draft Program Document to Embassy in Accra & Abuja | Sep. 10, 2001 | Formulation consultant |  | TBC |
| Submission of draft Program Document to Program Committee | Sep. 14, 2001 | Embassy in Accra  |  | TBC |
| Deadline for drafts PSED’s to be submitted from partners followed by preparation of full documentation package. | Sep. 17, 2021  | Formulation consultant |  | DCD internal deadline for internal approval of PSED. |
| Full documentation package; Program Document (PD) and Peace and Stabilisation Engagement Documents (PSED’s) submitted for perusal by MFA and MoD | Sep. 27, 2021 | Formulation consultant |  | Defence incl.  |
| Meeting in the MFA Programme Committee (Ministry of Defence participates) | Oct. 4 & 5, 2021 | RDE Accra  |  | Defence incl. |
| Feedback to formulation consultation from MNS, Ministry of Defence, Embassies in Accra & Abuja | Oct. 7, 2021 | MNS, Defence, RDE Accra and Abuja |  | Defence incl. |
| Full documentation package updated after feedback to be submitted to RDE Accra | Oct. 11, 2021 | Formulation consultant |  | Defence incl. |
| Preparing documents for appraisal consultant. | Oct. 12, 2021 | RDE Accra & Abuja |  | Defence incl. |
| Submission of draft documents to ELK at the earliest convenience | Oct. 12-15, 2021 | RDE Accra & Abuja |  | Defence incl. |
| Submission of final documents to ELK for appraisal | Oct. 18, 2021 | RDE Accra & Abuja | Internal or external appraisal pending ELK feedback | Defence incl. |
| Draft appraisal report from appraisal consultant | Oct. 27, 2021 | ELK |  | Defence incl. |
| Joint inputs to appraisal report | Nov. 2, 2021 | MFA/MoD/ RDE Accra & Abuja |  | Defence incl. |
| Finalized appraisal report to RDE Accra and Abuja | Nov. 8, 2021 | ELK |  | Defence incl. |
| Final review of PD and PSEDs based on appraisal recommendations.  | Nov. 9-12, 2021 | Formulation consultant |  | Defence incl. |
| Preparation of table showing appraisal follow-up actions | Nov. 15-16, 2021 | RDE Accra / Abuja |  | Defence incl. |
| Submission of final PD and PSEDs to RDE Accra | Nov. 17, 2021 | Formulation consultant |  | Defence incl. |
| Submission of PD package for PSF Secretariat | Nov. 24, 2021 | RDE Accra & Abuja |  | Defence incl. |
| Approval by the PSF Steering Committee | Dec. 8, 2021 | SAMSEK supported by RDE Accra, Abuja & MNS | MoD is chairing this year. | Defence incl. |
| Preparation of cover note for the ministers approval | Nov/Dec, 2021 | RDE Accra & Abuja |  | Defence incl. |
| The ministers approval of the programme | Ultimo 2021 | TBD - MNS/SP |  | Defence incl. |
| Contracts with engagement partners | Primo 2022, | RDE Accra |  | Defence incl. |
| Execution of PD with engagement partners | Q 1, 2022 | RDE Accra & Abuja |  | Defence incl. |