



# TE TARAI VAKA

## GOVERNMENT OF THE COOK ISLANDS

### ACTIVITY MANAGEMENT SYSTEM

The Te Tarai Vaka – Government of the Cook Islands Activity Management System, has been designed to assist agencies in fulfilling the necessary requirements for progression throughout the stages of the project lifecycle.

Whilst Te Tarai Vaka is applicable to the majority of projects to be implemented in the Cook Islands, those projects funded through climate change financing, including, but not limited to, the Green Climate Fund and the Adaptation Fund, must meet the additional requirements of these funding sources. In such instances, the requirements of the Ministry of Finance and Economic Management (MFEM) Evaluation Procedures for Climate Financing Mechanisms and Grant Beneficiaries Procurement Rules must be applied.

All projects are subjected to the MFEM Environmental and Social and Safeguards Framework and its complimentary MFEM Gender Policy and Tools; MFEM's Antifraud and Anticorruption Policy; MFEM's Anti-Money Laundering and Counter Terrorism Financing Policy; MFEM's Grant Management Policy and Procedures; MFEM's Grant Award Guidelines; MFEM's Counselling and Advice Practices; MFEM's External Communications Procedure and MFEM's Whistleblowing Procedure. These guiding documents can be found on the MFEM website. They should be applied in conjunction with fulfilling the requirements of the Te Tarai Vaka.

In approving an activity, MFEM internally, will also apply its Due Diligence Checklist and Financial Management Assessment Questionnaire to determine whether MFEM will conduct business with any applicant of a project through the Te Tarai Vaka system.

All projects applying for climate change financing will be advised by MFEM's Development Coordination Division on the requirements for application of such funds. Such projects will also be required to conduct additional reporting, as stipulated by the MFEM Environmental and Social Safeguards Framework and complimentary Gender Policy, over and above, the Te Tarai Vaka monitoring framework. The MFEM's will assist in determining these reporting requirements based on the MFEM Environmental and Social Safeguards Framework and complimentary Gender Policy.

The Development Coordination Division of MFEM will be the focal point on the implementation of the Te Tarai Vaka, and will also assist parties that wish to apply for climate change financing, to ensure the fulfilment of requirements and accountability of the utilisation of such funds.

# Activity Management System Overview

## Te Tarai Vaka

Concept

Planning

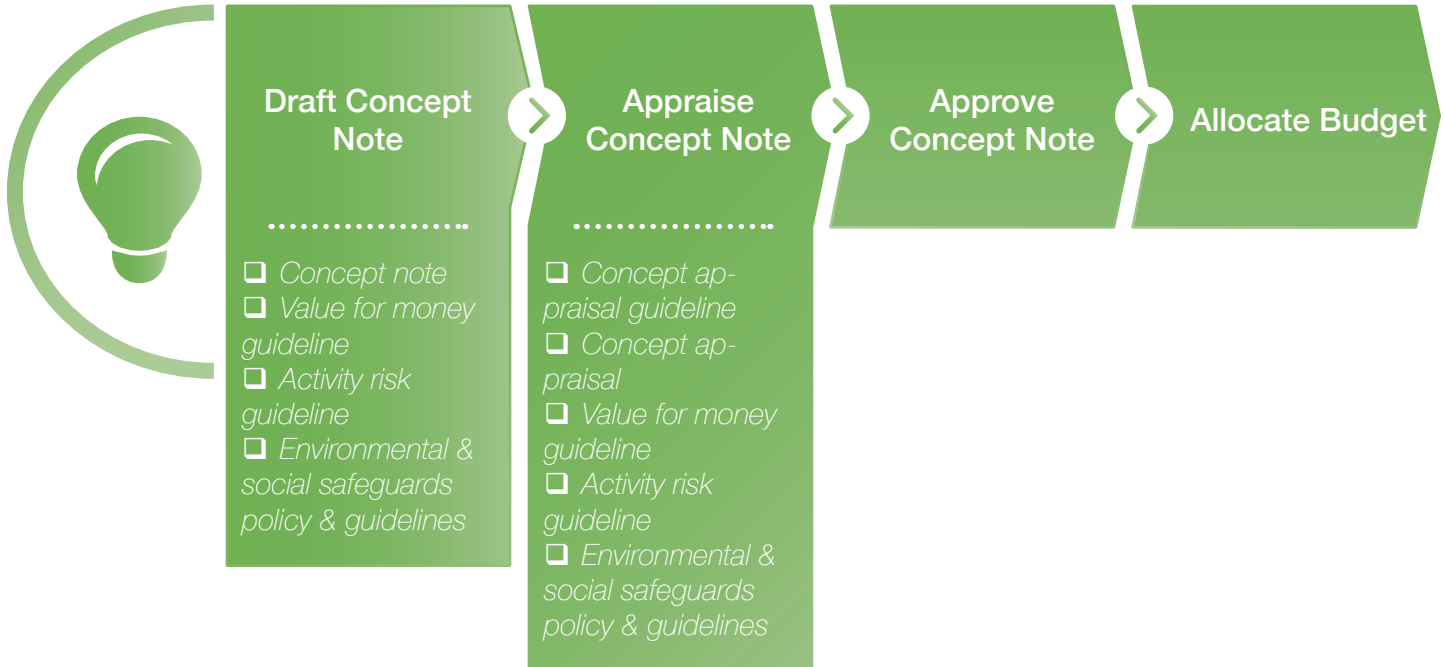
Implementation

Completion

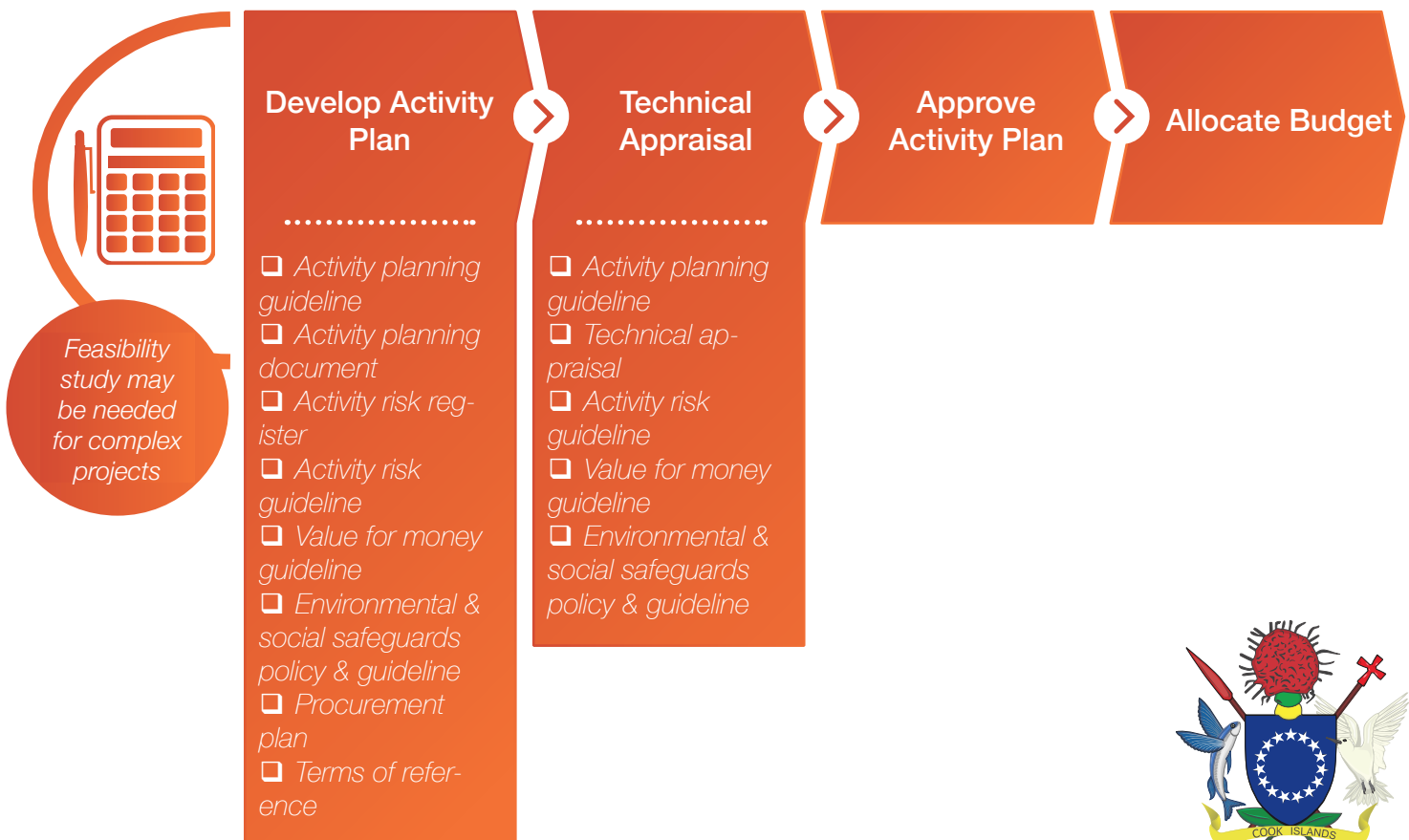
Evaluation



### 1. Concept - Propose, appraise, and approve an activity concept:



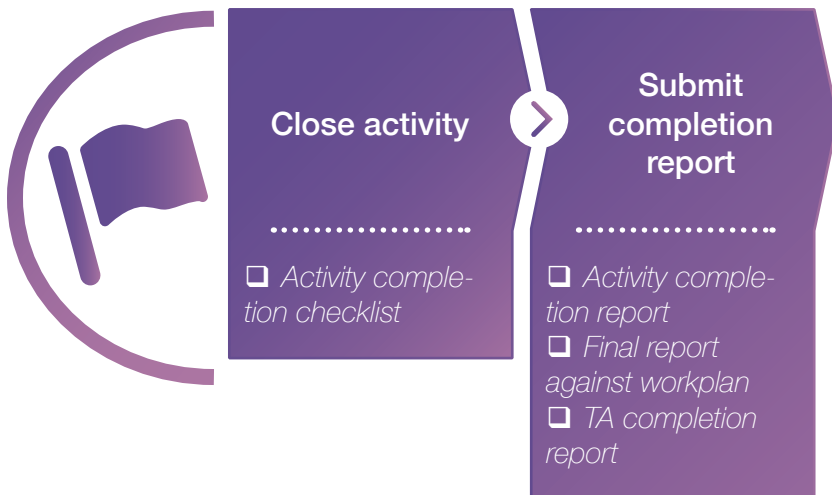
### 2. Planning – Plan, appraise, and approve activity plan/design:



**3. Implementation** - Initiate and carry out an activity:



**4. Completion** - Complete an activity:



**5. Evaluation** - Evaluate an activity:

