



Annual Work Plan 2007
Lao PDR

Project Title:	Promoting Private Sector Development Through Strengthening of Lao Chambers of Commerce and Industry And Business Associations
Project number:	00053433
UNDAF Outcome 1:	By 2011, the livelihoods of poor, vulnerable and food insecure populations are enhanced through sustainable development (within MDG framework)
Expected CP Outcome 1.5:	Enabled environment for growth with equity
Expected CP Output 1.5.1:	Improved advisory and service capability of public and private sector partners in the fields of institutional building and promotion of the domestic private sector with a focus on employment generation and pro-poor growth, and the long-term sustainability of micro, small and medium enterprises, towards a further transition to a market economy (ITC, UNIDO, UNDP, UNODC, ILO, UNIFEM)
Implementing partner:	National Economic Research Institute, Lao National Chamber of Commerce and Industry
Responsible Parties:	Ministry of Planning and Investment, Development Partners

Narrative

Project background and objective

The main objective of the project is to strengthen business member organizations (LNCCI, 7 provincial CCIs and 5 BAs) in order to enable them to provide effective services to the private sector which in turn will contribute to accelerating private sector growth.

The project seeks to support the development of the private sector in Laos, in particular SMEs, by 1) optimising the use of research findings and recommendations in the areas of private sector development and the business enabling environment; 2) strengthening the capacities of chambers of commerce and industry and business associations so that they can become independent, self-reliant and self-financing organizations providing effective and income generating services to the business community; 3) strengthening the capacities of chambers of commerce and industry and business associations to carry out advocacy on behalf of their members.

Ultimately, the project will contribute to an improved enabling business environment, accelerated growth of private businesses, increased exports, and increase in the number and profitability of SMEs. The project strategy is based on the premise that strong and functional BMOs are essential for the development of a vigorous private business sector. BMOs can support private sector development (i) by providing various kinds of services to their members, or by encouraging others (private business development service providers, training institutes, etc.) to provide such services; and, (ii) by acting as an intermediary between the public sector (central Government, line ministries, provincial governments) and private businesses in a public-private sector dialogue on business sector-related development issues.

Annual key priorities

Based on the key outputs of the project, the key priorities for the year 2007 are:

1. Undertake reviews of existing research findings and recommendations and repackage and remarket them in concise, actionable presentations.
2. Strengthen management capacities of selected Chambers of Commerce and Industry (CCIs) and Business Associations (Bas).
3. Strengthen services to businesses from LNCCI, CCIs and BAs
4. Strengthen analytical and advocacy capacities at LNCCI, CCIs and BAs
5. Deliver project management and technical services pertaining to previous outputs including audits

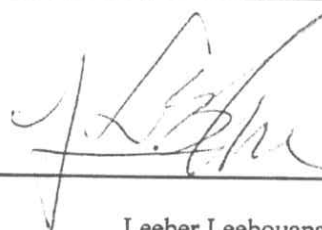
Annual key deliverables

In accordance to the key priorities above, the key deliverables for each key priorities of the project are:

1. Review of existing PSD studies/reports conducted.
2. New degree and business member organization management structure drafted. Management capacities of selected CCIs and BAs strengthened. Action plan for improvement of management, organization and performance of selected BMOs through training and advisory services implemented.
3. Range of services to SMEs broader and increased; LNCCI head office plays a major role in providing services; LNCCI training centre functioning as a central training unit; incomes from member fees and provided services increased and; membership basis increased.
4. Public-private relationship enhanced and advocacy capacities of SMEs improved.
5. The project is properly monitored with monitoring plan systematically prepared and implemented.

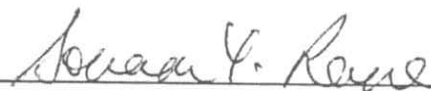
Programme Period:	31/06/2006 – 31/06/2009	Estimated annualized budget:	378,754
Programme Component:	Poverty Reduction	Allocated resources:	
Intervention Title:	Promoting Private Sector Development Through Strengthening of Lao Chambers of Commerce and Industry And Business Associations	Government	In Kind
Budget code:	Award ID 00047276	UNDP TRAC	\$ 150,000
Duration :	Project ID 00056640	UNIDO	\$ 228,954
	Five years	Other (Cost Sharing)	
		Unfunded budget:	—

Agreed by (Implementing Partner):



Leeber Leebouapao
Deputy Director General
National Economic Research Institute

Agreed by (UNDG Agency):

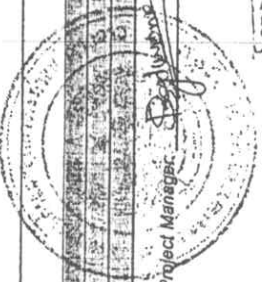


Sonam Yangchen Rana
UNDP Resident Representative

Expected Output	Key Activities	Q1		Q2		Q3		Q4		Planned Budget Description	2007
		2007		2007		2007		2007			
		2007	2007	2007	2007	2007	2007	2007	2007		
	<ul style="list-style-type: none"> -Conduct study/survey on training need for staff of LNCCI, CCIs and Bas -Analyze the study -Prepare training modules -Organization that provides training -Organize trainings <p>1.2.4. Conduct in-depth studies (on both micro and macro topics) based on the specific needs expressed by the Business Associations and Chambers of Commerce and Industry</p> <ul style="list-style-type: none"> -Field work -Collecting information, analyzing and writing reports -Publication of research findings -Workshops to present research <p>1.2.5. Organize workshops to present and discuss & disseminate research findings for capacity building and advocacy within LNCCI, provincial CCIs and Business Associations (BA).</p> <ul style="list-style-type: none"> -Publication of research findings -Workshops 									71620 DSA (for NER's staff in conducting training) 1,00 71620 DSA (for staff of LNCCI, CCIs, BAs in training) 2,00 74525 Coffee break, lunch 1,00 71610 Travel of NER, LNCCI & Project's staff to provinces 1,00 71610 Travel of local staff of CCIs and BAs 1,00 73105 Rent (conference rooms for workshops to present the research findings) 4,00 74220 Translation/interpreters 700 74500 Miscellaneous Expenses 1,000 73105 Rent (conference rooms for workshops to present the research findings at national level) 700 74525 Coffee break lunch 1,000 74210 Copying of hand-out 700 74210 Printing of research documents 9,000 71305 National project admin assistant 4,000 71305 Local Consult-Sht Term-Tech 4,000 71310 Local Consult-Short Term-Supp 3,000 73500 Reimbursement costs 1,500 Sub total 150,000	
<p>Outcome 2: Strengthened management capacities of selected Chambers of Commerce and Industry (CCIs) and Business Associations</p> <p>2.1. Analysis and advice for the development of plans for improvement of the management, organization and performance of LNCCI, CCIs and BAs. [Note: Reference to "plans" here means LNCCI's etc. own plans. The project action plan lists activities in support of this very work.]</p>		X								UNIDO, UNDP, LNCCI, NERI, consultant, donors UNIDO International expert UNIDO project administrative assistant, secretary, interpreter, driver UNIDO project travel UNIDO UNIDO staff travel UNIDO national experts UNIDO subcontracts UNIDO training (in-country) UNIDO equipment (IT office equipment, furniture, project car) UNIDO miscellaneous (communication costs, office supplies, other) UNIDO international expert UNIDO project administrative assistant, secretary, interpreter, driver UNIDO project travel UNIDO UNIDO staff travel UNIDO national experts UNIDO subcontracts	
<p>2.2. Facilitating the Implementation of Action Plan for Improvement of management, organization and performance of selected BMOs through training and advisory services (year 1).</p> <ol style="list-style-type: none"> 1. leading role of LNCCI as an umbrella organization strengthened 2. role of executive offices of LNCCI / BA's and CCI's strengthened 3. good functioning of interactions between BA's - CCI's and LNCCI umbrella organization 4. existing capacities for copying best - practices used 5. financial basis (membership fees) strengthened. (1.-5. are in fact output indicators and all fine with me. We would only begin to work towards these with the seed funds available. 		X		X	X	X				LNCCI	

Expected Output	Key Activities	Q1 2007	Q2 2007	Q3 2007	Q4 2007	Donor	Planned Budget		2007 Amount
							Budget Description	Amount	
									378,954
Total									

Certified by Project Manager: [Signature] Date: 30/04/07



Endorsed by National Project Director: [Signature] Date: 30/04/07



Sengsavone BANNOUNSENGUET

Dr. Leeb LEEBOUAFAO