



Government of Lao PDR
IBSA Trust Fund
United Nations Development
Programme Lao PDR



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SUPPORT TO INTEGRATED IRRIGATED AGRICULTURE IN 2 DISTRICTS IN BOLIKHAMXAY

QUARTERLY PROJECT REPORT (QPR)

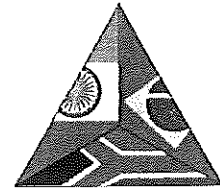
(Reporting period: July-August-September 2012)

Bolikhamsay Provincial Agriculture and Forestry Office

September 2012



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Bolikhamxay Provincial Agriculture and Forestry Office

September 2012

I. PROJECT INFORMATION AND RESOURCES

Project number and title:	00083482-Support to Integrated Irrigated Agriculture in 2 Districts in Bolikhamxay (SIRA)
Implementing Partners:	Provincial Agriculture and Forestry Office of Bolikhamxay Province, (PAFO)
Responsible Parties:	Provincial Department of Planning and Investment of MPI, Provincial Natural Resources and Environment Office (PNREO) of MONRE, Department of Irrigation of MAF, Department of Livestock and Fisheries of MAF, Department of Forest Resources Management of MONRE, Department of Forestry of MAF

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
June 2012	14 August 2012	June 2015	

Period covered by this report:	July-August-September 2012
Date of tripartite review: <i>[Indicate if planned or actual]</i>	

Total Project Budget	Original Budget (US\$)	Latest Signed Revision (US\$)
	1,323,000	1,323,000

Resources	Donor	Amount (US\$)
	IBSA Trust Fund	1,323,000

Quarterly Delivery rate (%)	Total Planned Quarterly Project Budget for Q3, (US\$)	Total Actual Spent for this reported quarter(US\$)
	389,600	To be confirmed

II. PURPOSE

[To be completed in cooperation with UNDP Programme Analyst]

1. Main objectives of the project: *[as per the approved UNDP Country Programme Document and Country Programme Action Plan and/or project document]*

The overall objective of the project to contribute to sustainable livelihoods improvement and food security through the development of irrigated agriculture and the promotion of more sustainable management of corresponding watershed resources in the selected communities of Bolikhan and Viengthong Districts of Bolikhamxay Province.

2. How the project relates to United Nations Development Assistance Framework (UNDAF)?

The project objectives and activities fully comply with UNDP's policies and strategies, specifically in the following key areas:

- **MDG – Goal 1** (Eradication of poverty and hunger) and **MDG Goal 7: Promote Environmental Sustainability:** the project is in line with the efforts to reduce poverty and hunger and will contribute the better management of natural resources supporting local agricultural production systems and livelihoods
- **UNDAF/CPD Outcome 1:** By 2015, the government ensures sustainable natural resources management through improved governance and community participation
- **UNDAF/CPD Output 7.3:** Communities are more engaged in the management of natural resources

3. How the project aims to support national development goals including the Millennium Development Goals (MDGs) and/or National Poverty Eradication Programme (NPEP)?

The project objectives and activities fully comply with national policies and strategies, specifically in the following key areas:

-The **National Growth and Poverty Eradication Strategy (NGPES)** provides strategic guidance for the Government of Lao PDR (GoL) to secure future economic growth and achieve poverty eradication in a holistic and comprehensive manner. The Strategy is an operational guide toward for enhancing growth and development and reducing poverty, with the goal to eradicate poverty by 2020. The NGPES and other national policies identify household food insecurity as the most critical challenge to overcome in order to ensure the most basic level of secure and sustainable livelihoods for the majority of the Lao rural population. Widespread food insecurity coupled with high levels of acute and chronic malnutrition impedes social, human and economic development and contributes significantly to poverty. Food insecurity is defined by inadequate availability, access, utilization and stability. Shortfalls in these areas are commonplace and are most pronounced amongst farming households in rural areas. Many communities lack adequate coping strategies for the food-deficits and associated health problems that persist amongst large sections of the population. Food security concerns are entwined with issues throughout the CCA and are very closely tied to the topics discussed in the Crosscutting Development Issues chapter (particularly resettlement and UXO contamination). Food security is recognised as a critical national development challenge by the GoL in the NGPES. Tackling food Insecurity will also contribute to achieving Millennium Development Goal (MDG) 1, Target 2 - halving the proportion of Lao people who suffer from hunger by 2015.

-The recently issued **7th NSEDP 2011–2015** is, as part of the long term goal of the country, to implement its policy of national development, achieve economic growth of at least 8% annually, reduce poverty, achieve the Millennium Development Goals by 2015 and construct basic infrastructure for industrialisation and modernisation in the times to come. The 7th NSEDP states the direction for Agriculture and Forestry sector "Systematically develop all aspects of agriculture and forestry in line with industrialisation and modernisation priorities in areas that have favourable conditions; ensure food security; promote commodity production for domestic use and export; improve productivity and enhance end-product quality".

The **Irrigated Agriculture Strategy** which set up a target in irrigation sector as "By 2015 the irrigated area in the dry season to be increased to 500 thousand hectares including 300 thousand hectares for dry season irrigated rice; wet season irrigated areas to be expanded to 9.5 hundred thousand hectares" through a measure "Promote irrigated farming systems to support production activities and improve productivity"

III. PROJECT PERFORMANCE AND RESULTS

1. Contribution to the strategic goals [SRF related matters to be completed in cooperation with UNDP Programme Analyst]

SRF Goal:		SRF Sub Goal:		Strategic Area of Support:							
Annual outputs and indicators [According to project document and/or quarterly work plan]	Key planned activities during reporting period	Key activities completed during reporting period	Expenditures [Actual expenditures against activities completed]	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies [if applicable, explore underlying factors and reasons for gaps in output and target]						
<p>1. Watershed management plan for Nam Pou project is developed and implemented</p> <p>Target 1.1 (2013): Watershed Management plan developed and Watershed Management Committee in place</p> <p>Indicator 1.1: Watershed Management Plan developed and implemented and Watershed Management Committee in place</p> <p>Baseline 1.1: No existing watershed management plan</p> <p>Indicator 1.2: Village forest management plan developed and implemented with corresponding committees in place</p> <p>Baseline 1.2: No community based forest management</p>	<p>1.1 Development of Watershed Management Plan based on participatory land use planning and formation of Watershed Management Committee</p> <p>1.2 Demarcation of village forests, establishment of village forest committees and development of village forest management plans</p> <p>1.3 Implementation of village forest management plans including the improvement of slash-and-burn agriculture</p>	<p>1.1</p> <p>1.2</p> <p>1.3</p>	<p>1.1</p> <p>1.2</p> <p>1.3</p>	<p>1.1</p> <p>1.2</p> <p>1.3</p>	<p>During this inception phase (from the signature date of the 14th of August 2012 to date) the project focussed on the preparation of the rehabilitation of the 3 irrigation schemes in order to ensure that rehabilitation/construction works can take place in the dry season as planned. Other activities such as agricultural extension, watershed and fisheries management are on hold awaiting the recruitment of the full project team and the establishment of the project management unit within PAFO.</p>						
						<p>2. Water supply in both season for irrigating command area of Nam Pou project in Bolikhan District and Namyang and Phondou projects in Viengthong District is</p>	<p>2.1 Review and validation of design and costing of irrigation schemes</p>	<p>2.1</p> <p>2.2</p>	<p>2.1</p> <p>2.2</p>	<p>2.1 The project (PAFO and Department of Irrigation) completed the technical design (drawings and specifications) and precise costing of 3 irrigations schemes. Design</p>	<p>Same as above</p>

00083482 SIRA Quarterly Project Report for July-August-September 2012

Annual outputs and indicators [According to project document and/or quarterly work plan]	Key planned activities during reporting period	Key activities completed during reporting period	Expenditures [Actual expenditures against activities completed]	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies [if applicable, explore underlying factors and reasons for gaps in output and target]
<p>available Target 3-1(2012): WUA established Indicator 3-1: WUA established by 2012 and functional by 2014 Baseline 3-1: No existing WUA</p>	<p>2.2. Contract Awarding and Contract Management/monitoring</p>			<p>submitted to and approved by the National Center for Irrigation Studies, Surveys and Design. These documents will constitute the basis for the bidding process to be initiated in Q4. More details on this activity will be further undertaken by the Irrigation Specialist when she/he is on board in the next quarter. Completed the Feasibility Study for the combination of irrigation and small scale hydro-power. The study concluded that the potential power generation in the Nam Pou irrigation scheme would be feasible but not economical due to the availability of cheaper electricity through the local grid. The report includes recommendations on how to select irrigations sites which could be suitable for the off-grid production of hydro-power. 2.2 not applicable for this quarter</p>	
<p>3. Irrigation projects are co- managed by government authorities and Water Users/ Association with women participation Target 3-1(2012): WUA established Indicator 3-1: WUA established by 2012 and functional by 2014 Baseline 3-1: No existing WUA</p>	<p>3-1 Institutional support (logistic, administrative, managerial) for WUA establishment and management from 2012 through 2015 3-2 Capacity developing activities</p>	<p>3-1 3-2</p>	<p>3-1 3-2</p>	<p>As above</p>	

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Annual outputs and indicators [According to project document and/or quarterly work plan]	Key planned activities during reporting period	Key activities completed during reporting period	Expenditures [Actual expenditures against activities completed]	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies [if applicable, explore underlying factors and reasons for gaps in output and target]
<p>4. Agriculture production increased and diversified in Nam Pou project in Bolikhan District and Namyang and Phondou projects in Viengthong District</p> <p>Target (2014): Crop yield increased</p> <p>Indicator 4.1: Two season cultivation with diverse cropping pattern in dry season, Crop yield increased by 2014 - rice 3.5 t/ha (wet season) 4.5 t/ha (dry season), Sweet corn 4.3 t/ha, Feed corn 5 t/ha, Soybean (2t/ha)</p> <p>Baseline 4.1: Single crop (rice) cultivation, Rice yield 3-4t ton/ha, no other crops cultivated</p>	<p>4-1 Training on improved agriculture method - efficient irrigation, diversified cropping method for farmers representing all households ensuring at least 33% women participation</p> <p>4-2 Seed (other than rice) provision for 25% of dry season cultivated land</p> <p>4-3 Seed provision (Other than rice) for 50% of dry season cultivation land</p>	<p>4-1</p> <p>4-2</p> <p>4-3</p>	<p>4-1</p> <p>4-2</p> <p>4-3</p>	<p>4-1</p> <p>4-2</p> <p>4-3</p>	<p>As above</p>
<p>5. Improved Fisheries in Nam Pou reservoir through establishment of fisheries co-management</p> <p>Target 5.1 (2012): Formation and capacity building of FMSC</p> <p>Indicator 5.1: Fisheries co-management established</p> <p>Baseline 5.1: No fisheries in Nam Pou reservoir</p>	<p>5-1 Formation and capacity building of FMSC</p> <p>5-2 Development Fisheries Co-Management plan</p> <p>5-3 Implementation of fisheries co-management plan</p>	<p>5-1</p> <p>5-2</p> <p>5-3</p>	<p>5-1</p> <p>5-2</p> <p>5-3</p>	<p>5-1</p> <p>5-2</p> <p>5-3</p>	<p>As above</p>
<p>6. Technical and managerial capacity of provincial and district level government staff enhanced</p> <p>Target 6.1 (2012): Capacity assessment</p> <p>Indicator 6.1: One technical report assessing the technical and managerial capability of implementing partner available</p>	<p>6-1 Assessment report</p> <p>6-2 Staff training and updating on Project Cycle Management.</p>	<p>6-1</p> <p>6-2</p>	<p>6-1</p> <p>6-2</p>	<p>6-1</p> <p>6-2</p>	<p>As above</p>

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Annual outputs and indicators [According to project document and/or quarterly work plan]	Key planned activities during reporting period	Key activities completed during reporting period	Expenditures [Actual expenditures against activities completed]	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies [if applicable, explore underlying factors and reasons for gaps in output and target]
at the end of 1st quarter of the project Baseline 6.1: No report					
7. Project management Target 7.1 (2012): Project Inception workshop Indicator 7.1: Availability of inception report Baseline: 7.1: No reports prepared Target 7.2: project Final Meeting Indicator: Availability of the Final Report by the end of the project life time Baseline 7.2: Initial risk log, issue log and communication and monitoring plan elaborated Target 7.3 (2012): Project Team establishment and office set up Indicator 7.3: List of Project Board member and nominated PM; Number of recruited project support staff; Project Office established and operational Baseline 7.3: No Project Board member nominated, no PM assigned, No support staff recruited, No Office established Target 7.4 (2012): External Project Monitoring Indicator 7.4: Sound financial and technical project management reflected in project external evaluation report Baseline 7.4: No external monitoring report	7.1: Project inception workshop 7.2: Project final meeting 7.3: Project administration operation				7.1 Preparatory work plan has been discussed internally at PAFO. 7.2 No applicable for this quarter 7.3 -Initial Annual Work Plan for 2012 (ATLAS) amounting to USD389,600 was approved by UNDP in September 2012. -Project Bank Account opened at the BANQUE POUR LE COMMERCE EXTERIEUR LAO Bolikhamxay Branch in September 2012 -Annual Procurement Plan 2012 approved in September 2012 with total budget of US\$356,400 (including part of the budget for irrigation works). Acquisition process of office equipment is in progress. -Recruitment process for the priority national consultant position of Senior Irrigation Technical Specialist was initiated shortly after the signature of the project document. The first application deadline (3 rd of September) was extended till the 23 rd of September due to a limited number of applicants. The interview will be conducted in October and the irrigation specialist is expected to be on board on the 1 st of November to facilitate the organization of the bidding process and the initiation of the construction works. -The job announcement was also placed on local newspapers for the positions of Assistant Project Manager and Finance and Administration Officer in September,

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Annual outputs and indicators [According to project document and/or quarterly work plan]	Key planned activities during reporting period	Key activities completed during reporting period	Expenditures [Actual expenditures against activities completed]	Progress towards achieving outputs and targets achieved against indicators	Reasons if progress below target and response strategies [if applicable, explore underlying factors and reasons for gaps in output and target]
<p>Target 7.5 (2012): External Project Monitoring Indicator 7.5: Sound financial and technical project management reflected in project external evaluation report</p> <p>Baseline 7.5: No external monitoring report</p> <p>Target 7.6 (2012): Spot Check Indicator 7.6: Audit reports / spot checks with no high risks observation and minimum medium/low risk observations</p> <p>Baseline 7.6: All implementing agencies have experience working with externally funded projects. No project audit/Spot Check reports prepared yet</p> <p>Target 7.7: Knowledge and learning management</p> <p>Indicator 7.7 : One report on policy components defining recommendations from project lesson learnt; availability of field visit reports</p> <p>Baseline 7.7: No report elaborated</p>	<p>7.4: Project monitoring and evaluation including field visits</p> <p>7.5: Project external monitoring</p> <p>7.6: Audits/Spot Checks</p> <p>7.7: Project management/coordination meetings, site visits, results study</p>				<p>but applications received were too limited and did not meet the minimum criteria. The announcement will be extended for a second round in October 2012 for these posts.</p> <p>-Recruitment of UNV for SIRA project has been initiated. The ToR has been finalized in agreement with the project manager and UNV. The short listing and interviews of candidates is expected to take place in October-November.</p> <p>-Procurement of the planned office equipment, furniture, vehicles was initiated by UNDP Procurement Unit. It is expected that all the purchased items will be available within Q4.</p> <p>7.4-to 7.7: Not applicable for this quarter</p>
Total:					

2. Update on partnership strategies [Brief update on any achievement and/or problem in partnerships and inter-agency collaboration.]

Partnerships	2011 Role in PPG	2012 actual Role in Implementation
MAF: Department of: Irrigation, Planning, Agriculture, Livestock and Fisheries, Forestry, UNDP, Lux-Development	Data, information, situational update, participation in workshops Data, information, situational update, participation in workshops	Board member (Ministry), Executing, Agency, Implementing Agency, UNDP: Board Member Strategic advice Cross-fertilization with own projects
Main projects: Co-financing partner projects (Lux-Development Lao/021 Project)	Situational update, participation in workshops	Cross-fertilization, Data, Information, Technical Advice, part of AA2CC network
Province: GoL: Governor's Office, PAFO, PAFES, PAFRI, PDMC, MoNRE and other departments	Data, information, situational update, participation in workshops	Provincial guidance, Organizational Support, Local Project Promotion, Local Trouble-shooting
GoL: District Administrator (Viengthong and Bolikhan), DAFO (Viengthong and Bolikhan), Kumban	Data, information, situational update, participation in workshops	District guidance, Organizational Support, Local Project Promotion, Local Trouble-shooting Participatory Monitoring, Awareness Creation
Communities, farmer organizations, women's and youth organizations, CBOs	Data, information, situational update, participation in workshops, interviews during field visits	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation
Individual farmers	Information, situational update, interviews during field visits	Local Promotion, Participation in Implementation, Participatory Monitoring, Awareness Creation, Farmer to Farmer extension

3. List main three challenges (at most, if any) experienced during implementation. Note any steps already taken to solve problems. [There may be problems that are generic and not related to any specific output, or that apply to all of them. If the issues have been covered through the table in question 1 above, this section may be left empty.]

1. Recruitment of both professional and supporting staff for the project took longer time than anticipated due to shortage of qualified technical specialists in the local labour market and competition from other development projects. To solve this problem the project decided to extend the application deadlines, to place the job advertisement in more local newspapers and to actively search for potential candidates.

4. Recommendations and proposed actions [Actions on any matter related to outcome, progress of outputs, and/or partnerships. Corrective measures. Responsibilities.]

5. Describe briefly key lessons learned during the quarter: [Lessons learned from addressing implementation constraints and knowledge gained from evaluations, technical reviews, and studies that have taken place in the course of the year]

1. Strong technical and managerial support to the Project Office is critical for the start-up

activities for the project implementation.

6. Rating on progress towards results

6.1 Overall rating by Implementing Partner PAFO (Tick one category): HS S MS
 MU U

Please justify your rating and address the following points in your comments. Please keep word count between 500 words minimum and 1200 words maximum.

1. Explain why you gave a specific rating.
2. Summarize annual progress and address timeliness of project output/activity completion in relation to quarterly work plan.
3. Outline the general status of project expenditures in relation to annual budgets, the effectiveness of project management units in guiding project implementation, the responsiveness of the project board in overseeing project implementation.
4. Outline action plan to address projects with IP rating of HU, U or MU.

Rating Definitions

Highly Satisfactory (HS)	The project was managed in very effective and efficient manner in accordance with the work plan, schedule and budget. The project can be presented as "good practice".
Satisfactory (S)	The project was managed in a reasonably effective and efficient manner, largely in accordance with the work plan, schedule and budget.
Moderately Satisfactory (MS)	The project was managed in an acceptable manner but not fully in accordance with the work plan, schedule and budget.
Moderately Unsatisfactory (MU)	The project was managed in a marginally effective and responsive manner but not fully in accordance with the work plan, schedule and budget.
Unsatisfactory (U)	The project was managed in a less than effective manner due to internal or external factors and not in accordance with the work plan, schedule and budget.
Highly Unsatisfactory (HU)	The project was managed in an ineffective manner particularly due to internal factors and clearly not in accordance with the work plan, schedule and budget.

REASONS: The project progress is at a modest level because the project has completed the establishment of the Project Board and management team, undertaken the procurement of office equipment. The recruitment process for International and national supporting staff has been in progress. Some technical activities have been undertaken with noticeable progress.

6.2 Outputs:		
1. Watershed management plan for Nam Pou project is developed and implemented	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
2. Water supply in both season for irrigating command area of Nam Pou project in Bolikhan District and Namyang and Phondou projects in Viengthong District is available	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
3. Irrigation projects are co-managed by government authorities and Water Users' Association with women participation	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
4. Agriculture production increased and diversified in Nam Pou project in Bolikhan District and Namyang and Phondou projects in Viengthong District	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
5. Improved Fisheries in Nam Pou reservoir through establishment of fisheries co-management	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged
6. Technical and managerial capacity of provincial and district level government staff enhanced	<input type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input checked="" type="checkbox"/>	Unchanged

7. Project management	<input checked="" type="checkbox"/>	Positive change
	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged

6.3 Output target:		
1.1 Development of Watershed Management Plan based on participatory land use planning and formation of Watershed Management Committee	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
1.2 Demarcation of village forests, establishment of village forest committees and development of village forest management plans	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
1.3 Implementation of village forest management plans including the improvement of slash-and-burn agriculture	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
2.1. Review and validation of design and costing of Irrigation schemes	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
2.2. Contract Awarding and Contract Management/monitoring	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
3.1 Institutional support (logistic, administrative, managerial) for WUA establishment and management from 2012 through 2015	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
3.2 Capacity developing activities	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
4.1 Training on improved agriculture method - efficient irrigation, diversified cropping method for farmers representing all households ensuring at least 33% women participation	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
4.2 Seed (other than rice) provision for 25% of dry season cultivated land	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
4.3 Seed provision (Other than rice) for 50% of dry season cultivation land	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
5.1 Formation and capacity building of FMSc	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
5.2 Development Fisheries Co-Management plan	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
5.3 Implementation of fisheries co-management plan	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes
6.1: Assessment report	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	No Partially Yes
6.2: Staff training and updating on Project Cycle Management.	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	No Partially Yes

7.1: Project inception workshop	<input checked="" type="checkbox"/>	No
	<input type="checkbox"/>	Partially
	<input type="checkbox"/>	Yes
7.2: Project final meeting	<input checked="" type="checkbox"/>	No
	<input type="checkbox"/>	Partially
	<input type="checkbox"/>	Yes
7.3: Project administration operation	<input type="checkbox"/>	No
	<input type="checkbox"/>	Partially
	<input checked="" type="checkbox"/>	Yes
7.4: Project monitoring and evaluation including field visits	<input checked="" type="checkbox"/>	No
	<input type="checkbox"/>	Partially
	<input type="checkbox"/>	Yes
7.5: Project external monitoring	<input checked="" type="checkbox"/>	No
	<input type="checkbox"/>	Partially
	<input type="checkbox"/>	Yes
7.6: Audits/Spot Checks	<input checked="" type="checkbox"/>	No
	<input type="checkbox"/>	Partially
	<input type="checkbox"/>	Yes
7.7: Project management/coordination meetings, site visits, results study	<input type="checkbox"/>	No
	<input type="checkbox"/>	Partially
	<input checked="" type="checkbox"/>	Yes

IV. ADDITIONAL ACTIVITIES WHICH CONTRIBUTE TO THE OUTCOME AND/OR OUTPUTS

1. Provide information about any activities undertaken by the project that were NOT envisaged in the work plan but which contributed to the outcome and/or outputs? E.g. advocacy and policy dialogue.

V. FUTURE WORK PLAN

1. What are the priority actions planned for the following quarter to overcome constraints, build on achievements and partnership, and use of the lessons learned during the previous quarter?

Planned Technical Activities:

- 1) Watershed Management: Complete recruitment of a National Land use Consultant and initiate consultations for participatory land use planning process for developing of watershed management plan
- 2) Irrigation Rehabilitation: Initiate the bidding process for the construction/rehabilitation of the planned schemes and the mobilization and capacity building of Water User Groups.
- 3) Other activities such as agricultural extension and fisheries co-management will be initiated in Q1 2013, when the entire project management team (including the UNV) is on board.

Planned Management Activities:

- 1) Complete the planned recruitment of the following positions for SIRA Project Office:

- I. One National Irrigation Specialist
 - II. One Assistant Project Manager
 - III. One Project Accountant and Administration Officer
 - IV. One UNV
 - V. One National Land Use Consultant
 - VI. One National Fisheries Management Consultant
- 2) Organize the Project Inception Workshop
 - 3) Participate in UNDP Project Management and Orientation Training Workshop for Project management team and support staff
 - 4) Rehabilitate the Project Office at PAFO Bolikhamxay
 - 5) Complete planned procurement activities for office equipment and vehicles
 - 6) Prepare and submit the Q4 Project Progress Report and Annual Progress Report for 2012
 - 7) Revise AWP 2012 and prepare AWP and budget for 2013
 - 8) Conduct Project Monthly meetings and field visits
 - 9) Organize Project Annual Meeting/Board Meeting

2. List major adjustments in the strategies, targets or key outcomes and outputs planned.

No adjustment

3. Estimated total budget required for the following quarter:


VI. ANNEXES

[If needed]

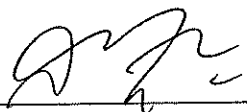
1. Risk Log
2. Issues Log
3. Quarterly Work Plan (October-November-December 2012)
4. Feasibility Study Report on the combination of irrigation and small scale hydro-power

PREPARED BY

PREPARED BY:

 _____ Signature	Thongbanh Senabandith _____ Project Manager	_____ Date
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CERTIFIED BY: *[The QPR should be signed by the National Project Director]*

 _____ Signature	Souvanny Xaysana _____ National Project Director	_____ Date
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	1.3 Implementation of village forest management plans including the improvement of slash-and-burn agriculture	PNREO/DN REO: PAFO/DAFO											
	Sub-Total 1.3:												
2. Water supply in both season for irrigating command area of Nam Pou project in Bolikhan District and Namyang and Phendou projects in Viengthong District is available													
	Total 2 (2.1 + 2.2):												
Target 2.1 (2013): Feasibility for rehabilitation of irrigation infrastructure conducted	2.1. Review and validation of design and costing of irrigation schemes x	PAFO/DAFO and Dol											
				55021	71300	Nat in cons						6,000	
				55021	71500	UNV							
				55021	71600	Travel			1,800				
				55021	72200	1 car, 6 motos						45,000	
				55021	73400	Rental&maint other equ			500				
				55021	73500	Impl support services						2,000	
				55021	74200	Audio-print prod			500				
				55021	74500	miscellaneous			200				
	Sub-Total 2.1:								3,000			65,000	68,000
	2.2. Contract Awarding and Contract Management/monitoring x	PAFO/DAFO and Dol											
				55021	71600	Travel			2,000				
				55021	72100	Contractual services-companies						25,000	
				55021	73400	Rental&maint other equ			1,000				
				55021	73500	Impl support services						2,000	
				55021	74200	Audio-print prod			2,000				
				55021	74500	miscellaneous			1,000				

Annex 3. Initial Offline Communication and Monitoring Plan

Project Title: SUPPORT TO INTEGRATED IRRIGATED AGRICULTURE IN 2 DISTRICTS OF BOLIKHAMXAY			Award ID: 00068072	Date:		
Type of Action Communication Action)	(Types of Monitoring/ Communication Action)	Stakeholders (Types of Stakeholders)	Method of communication	Due by	Completed on (ddd/mm/yyy)	Status
Project Delivery report (financial and narrative)	Quarterly Project Combine Delivery Report	Project/DPI → UNDP; Lao/021 Project	Report	Quarterly		
Quarterly Project Exchange Rate	UNDP Monthly Exchange Rate	UNDP → Project/DPI	Report	Quarterly		
FACE form and IPOA documentations	UNDP Monthly Exchange Rate	UNDP → Project/DPI	Document	Monthly		
Quarterly Project Direct Payment List	Quarterly Project Direct Payment List	Project/DPI → UNDP	Report/document	Quarterly		
Annual Procurement and HR Plan	Annual Procurement and HR Plan	Project/DPI → UNDP; Lao/021 Project	Report/document	Quarterly		
Update of project risk, issue, lessons learned logs and communication and monitoring plan	Update of project risk, issue, lessons learned logs and communication and monitoring plan	Project/DPI → UNDP; Lao/021 Project	Report/document	Annually		
Monthly Project Work plan, Financial and Progress Report	Monthly Project Work plan, Financial and Progress Report	Project/DPI → UNDP; Lao/021 Project	Report	Quarterly		
Quarterly Work Plans and Progress Report	Quarterly Work Plans and Progress Report	Team Workings → PM	Report/document	Monthly		
Annual Work plans and Progress Report	Annual Work plans and Progress Report	Project/DPI → UNDP; Lao/021 Project	Report	Quarterly		
Monitoring Visits	Monitoring Visits	Project/DPI → UNDP; Lao/021 Project	Report	Annually		
Audits and Spot checks	Audits and Spot checks	Project/DPI ↔ UNDP; Lao/021 Project	Report	Within 10 days after the event		
Annual Review Meeting	Annual Review Meeting	UNDP; Lao/021 Project ↔ Project/DPI	Report	Within 10 days after the event		
Project Board Meeting Report	Project Board Meeting Report	Project/DPI → UNDP; Lao/021 Project	Report	Annually		
Audit Report	Audit Report	Project/DPI → UNDP; Lao/021 Project	Report	Minimum once/year		
Audit Implementation Action Plan	Audit Implementation Action Plan	Project/DPI → UNDP; Lao/021 Project	Report	Annually		
Monthly Meeting Report	Monthly Meeting Report	Project/DPI → UNDP; Lao/021 Project	Report	As agreed		
		Project/DPI → UNDP; Lao/021 Project	Report	Monthly (within 7 days after the meeting date)		

