



ສາທາລະນະລັດ ປະຊາທິປະໄຕ ປະຊາຊົນລາວ
Lao People's Democratic Republic



ອົງການສະຫະປະຊາຊາດເພື່ອການພັດທະນາ
United Nations Development Programme

**Government of Lao People's Democratic Republic
Investment Promotion Department (IPD),
Ministry of Planning and Investment (MPI)**

United Nations Development Programme

**PROJECT ID: 00064088 (PEF) / 00071859 (TRAC)
PROJECT TITLE: "POVERTY-ENVIRONMENT INITIATIVE,
OUTPUT 2"**

**QUARTERLY PROJECT REPORT
(QPR)**

July – September 2012

I. PROJECT INFORMATION AND RESOURCES

Project number and title:	00064088 / 00071859 Poverty Environment Initiative Output 2
Executing Agency:	Investment Promotion Department, Ministry of Planning and Investment
Implementing Partner:	United Nations Development Programme (UNDP)
Donors:	UNDP, PEF, SDC

Project Starting date		Project completion date	
Originally planned	Actual	Originally planned	Current estimate
2009	2009	2011	2012

Period covered by this report:	1 July – 30 September 2012
Date of quarterly review: <i>[Indicate if planned or actual]</i>	

Total Budget	Original Budget (US\$)
Quarter 3, 2012	138,696

Resources	Donor	Amount
	PEF	0
	TRAC	73,696
	Unfunded	65,000

II. PURPOSE

The United Nations Environment Program (UNEP) and the United Nations Development Programme (UNDP) Poverty Environment Initiative (PEI) in Lao PDR aims to contribute to poverty reduction and improved well-being of poor and vulnerable groups through mainstreaming the environment into national development and investment processes. PEI in Lao PDR aims to strengthen capacity of targeted central and provincial authorities to integrate poverty-environment concerns and opportunities in key development planning processes. The Initiative is not one stand-alone project but has been designed primarily to provide targeted support to ongoing programmes.

The specific objective of PEI Output 2 is to enhance capacities of national and provincial authorities to plan and manage investments for poverty reduction and sound environmental managements.

UNDAF Outcomes/Indicators: UNDAF Outcome 1: By 2011, the livelihoods of poor, vulnerable and food insecure populations are enhanced through sustainable development (within DMG framework)

Expected Outcomes/Indicators: Outcome 1.1: Improved and equitable access to land, markets and social and economic services, environmentally utilization of natural resources, with balance population growth.

Expected Outputs/Indicators: Output 1.1: Improved and diversified incomes of rural households, with a focus on increased market accessibility, through implementation of human development and infrastructure initiatives. Outcome 1.1.3: Enhance knowledge and management capacity of ecosystems, biodiversity, natural resources and environment, and population dynamics.

III. PROJECT PERFORMANCE AND RESULTS

1. Contribution to the strategic goals

<p>Outcome 2: Capacities of national and provincial authorities to plan and manage investments for poverty reduction and sound environmental management increased</p>	<p>Progress towards achieving outcome A revised draft National Strategy for Private Investment Promotion and Management till 2020 based on new structure is finished and shared with line ministers and investors. This new structure has adopted into Provincial Strategy for Private Investment Promotion and Management till 2020 in Phonsaly, Oudomxay and Savannakhet provinces. IPD and PEI project staff helped Saravane team to finish up their development of draft Provincial Strategy.</p> <p>A substantive progress was made in a development of model contract template for agriculture concession. Draft MOU and PDA had been reviewed based on comments from line Ministries and all Provincial Departments of Planning and Investment (DPI).</p> <p>An inception workshop on investment calling list with line ministries organized successfully.</p> <p>PEI-IPD continually provided technical supports to GIZ in a replication of PEI-IPD's Integrated Investment Monitoring framework in Attapeu, Luangnamtha and Sayaboury provinces.</p>			<p>Reasons if progress below target and response strategies</p>
<p>Annual outputs and indicators</p>	<p>Key activities completed during reporting period</p>	<p>Progress towards achieving outputs and targets achieved against indicators</p>	<p>Reasons if progress below target and response strategies</p>	
<p>Output 1: Strengthen capacity of national officials to minimise social and environment impacts through improved investment management</p> <p>Indicators: 1. At least one key Technical report outlining the refinement,</p>	<p>26th-27th July 2012, PEI had a consultative workshop with line ministries and investors to discuss on draft <i>National Strategy for Private Investment Promotion and Management till 2020</i>. There were 42 officials from line ministries (of which 25% are women) and 36 investors (of which 35% are women)</p>	<p>Participants gave a lot of constructive comment in the workshop. The next steps are integrating all comments into the draft strategy and send out to all participants for comments.</p>	<p>There is a delay in integrating all comments into the draft strategy as the contract of Senior Technical Advisor was ended and project has to recruit new TA.</p>	

<p>approval and implementation of the national Investment Strategy produced</p> <p>2. At least 35 IPD staff, of which 30% should be female, with enhanced knowledge of investment management to minimize negative environmental impacts and maximize positive social impacts.</p> <p>3. At least one key technical report outlining the results of monitoring activities on approved investment projects through database system produced</p> <p>4. Draft model contract/MOU for agricultural sector produced</p>	<p>attended the workshop.</p> <p>Draft MOU and PDA in Lao version had been reviewed by Legal Division, IPD. Hogan Lovells finished a revised draft MOU based on the comments from workshop held at MPI on June 21-22 and sent to IPD for reviewing.</p>	<p>Legal division is reviewing a revised draft MOU while Hogan Lovells is revising draft PDA. After that the revised draft MOU and PDA in Lao version will be sent to line ministries and DPI across the country. This activity will be carried out to PEI phase II to finalize draft MOU & PDA and build capacity to IPD and concerned ministries in contract negotiation with Hogan Lovells</p>	<p>The process of translating draft MOU and PDA is taking time than expected because of the terminal language</p>
	<p>A consultant for production of Investment Promotion Video was recruited and will start working on October</p>	<p>The consultant started consult with IPD and EU about the concept of video and gave some example of investment promotion videos from other countries. The video consultant will conceptualize the video script and present back to IPD on October.</p>	
	<p>Inception Workshop on Investment Calling List was organized during 10th - 11th August 2012 in Vientiane Province. There were 29 representatives from line ministries, of which 30% are women.</p>	<p>The outcomes of the workshop are an agreement to assign coordinator in each ministry and establish Investment Calling List Committee. The next steps are to help IPD to increase capacity of provincial and</p>	

<p>Output 2: Provincial level institutional capacities strengthened for sound investment management</p> <p>Indicators:</p> <ol style="list-style-type: none"> 1. At least one detailed technical report outlining provincial level investment processes and management realized 2. At least one Technical report outlining the results of monitoring activities on approved investment projects through database system realized 3. At least 2 investment applications reviewed using legal checklist in province 	<p>IPD study tour to Malaysia on agri-business models and investment promotion is arranged during the end of September 2012</p> <p>Saravane, Savannakhet and Oudomxay Provinces finished improving their data quality.</p> <p>During 9-12 Sep 2012, PEI and IPD staff help Saravane team to finish writing up their draft Provincial Strategy for Private Investment Promotion and Management till 2020 based on the new structure of the <i>National Strategy for Private Investment Promotion and Management till 2020</i>.</p>	<p>central level to develop Investment Calling List by co-funded with GIZ.</p> <p>The study tour has postponed to November 2012.</p> <p>Phongsaly Province is still improving their data quality. The next steps were agreed that PEI will hold a monitoring training session and pilot-testing of the revised questionnaire in phase II</p> <p>In phase II, all four provinces will organize final reviewed meeting with line provincial departments, district authorities and investors to finalize the strategy before submitting to IPD and Provincial Governor for approval.</p>	<p>A postponement of study tour is because of budget issue and an availability of IPD staff.</p> <p>Staff who is responsible for improving data quality in Phongsaly province is engaged in another official work and rarely has time to work on data improvement.</p> <p>The activities has delayed as a result budget issue</p>
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<p>Output 3: Comprehensive understanding of the investment process at the provincial-level, encompassing stakeholders involved, institutional arrangements and capacity needs</p> <p>Indicators</p> <ol style="list-style-type: none"> 1. At least one key Technical report outlining selected investment project in the ICL for investment promotion mechanism produced 2. Knowledge of ICL to minimize negative environmental impacts and maximize positive social impact of at least 10 provincial officials, of which at least 30% should be female, from each pilot province Saravan, Savannakhet, Oudomxay, and Phongsaly, raised 	<p>No activities are planned in this quarter</p>		
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<p>Output 4: Community consultation in investment management</p> <p>Indicators: 1. At least one province pilots community consultation mechanisms to inform investment decisions</p>	<p>No activities are planned in this quarter</p>		
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2. Update on implementation of the Vientiane Declaration and its Action Plan
[Brief update on any achievement and/or problem related to the implementation of the Vientiane Declaration. It should also include issues related to the introduction of HACT and actions planned for the following period.]

The project achieves in integrating with the regular Government regulations and procedures for the day-to-day management and implementation of effective resource use. The project activities are broadly aligned and harmonized with IPD roles and responsibilities.

3. Update on partnerships *[Brief update on any achievement and/or problem in developing partnerships and inter-agency collaboration. It should also include strategies for south-south cooperation]*

PEI-IPD continues to strengthening collaboration between IPD & ESIA on Investment monitoring activities and concession contract for agriculture sector.

PEI-IPD continues to providing technical supports to The Lao- German pro-gramme 'Land Management and Rural Economic Development' (LM-RED), GIZ, to replicate project activities in Attabeu, Luangnamtha and Sayaboury Provinces.

4. Update on gender mainstreaming *[Brief update on any achievement and/or problem in terms of mainstreaming gender within the project activities. Strategy for the following period]*

The project has continually encouraged gender mainstreaming in project activities.

5. Update on audit recommendations *[Brief update on progress achieved and problems encountered. Actions planned for the following period]*

There is no progress in establishment of program broad in Phase I, however, it is agreed that after PEI phase II approved, the PEI programme board will be established and PEI-IPD will be the lead implementing partner and has responsibilities to coordinate with DIC to establish program broad.

6. List main challenges and issues (if any) faced during reporting period *[as well as response strategies adopted]*

A delay of PEI phase II caused a shortfall funding for project activities in 2012

7. Rating on progress towards results

Output: <i>[From table 1. Contribution to Strategic Goals]</i>		
Output 1	<input checked="" type="checkbox"/>	Positive change
Strengthen capacity of national officials to minimise social and environment impacts through improved investment management	<input type="checkbox"/>	Negative change
	<input type="checkbox"/>	Unchanged

Output 2 Provincial level institutional capacities strengthened for sound investment management	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Positive change Negative change Unchanged
Output 3 Comprehensive understanding of the investment process at the provincial-level, encompassing stakeholders involved, institutional arrangements and capacity needs	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	Positive change Negative change Unchanged
Output 4 Community consultation in investment management	<input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/>	Positive change Negative change Unchanged

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

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.

No additional activities

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?

Priority activities for Quarter 4 of 2012 includes:

- Update draft of the National Strategy for Private Investment Management and Promotion (NSPIMP).
- Organize Internal IPD meeting on NSPIMP
- Hold a series of individual meetings with line ministries and development partners to solicit input into the final draft of the NSPIMP.
- Disseminate updated draft MOU and PDA in Lao version to line ministries and DPI and send integrated comments of draft MOU and PDA to Hogan Lovells.
- Provide financial support to Saravane Province to review Provincial Strategy for Private Investment Promotion and Management
- Organize IPD study tour on agribusiness models and investment promotion in Malaysia
- Follow up with Phongsaly province to complete correcting data in an Investment Access database.
- Hand-on Oudomxay Province to develop Investment Calling List
- Organize Intensive training course for IPD on financial models, investment checklist and negotiation
- Organize IPD internal meeting on sectoral investment information manuals

- Kick off One Stop Service tracking system
- Organize IPD-ESIA roundtable meeting to plan for monitoring activities in 2013

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

No major adjustments.

3. Estimated total budget required for the following quarter (Q4, 2012):

\$ 187,950

VI. ANNEXES

1. Q4 workplan
2. Q3 risk, issue and communication logs
3. Financial reports

PREPARED BY

Prepared by:



Dalaphone Sihanath
PEI Local Consultant

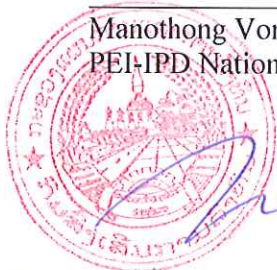
18/10/12

Date

Approved by:



Manothong Vongsay
PEI-IPD National Project Manager



Por. Houmpheng Souralay
PEI-IPD National Project Director

18/10/12

Date

18/10/2012

Date

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OFFLINE ISSUES LOG

Project Title: Poverty-Environmental Initiative, output 2 **Award ID:** 00071859-NEX Support **Date:** 30 Sep 2012

#	Description	Date identified	Type	Impact & Priority	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
	Enter a brief description of the issue	When was the issue first identified	Request for Change Problem Other	Describe the potential effect on the project Enter priority on a scale from 1 (low) to 5 (high) Priority =	What actions have been taken/will be taken to address this issue	Who has been appointed to address this issue	Who submitted the issue	When was the status of the issue last checked	e.g. pending, solved
1	Timing and coordination with Saravan for budgeting the investment monitoring activities	May. 28, 2010	Problem	Effect on the activities and output P=4	Negotiation with Saravan regarding to the roles of UNDP and the budget available	PM	PM	28 May 2010 30 Sep 2010 30 Mar 2011	solved
2	cutting down budget for next year	Dec 29, 2010	Problem	Effect on the activities and operation P=5	<ul style="list-style-type: none"> - Cancel some activities - Reduce budget for some activite - Try to co-finance with other donors 	PM	PM	15 Mar 2011	Solved after receiving US\$20,000 into the annual budget of 2011
3	Local consultant on maternal leave will effect the momentum of project implementation	Dec 29, 2010	Problem	Effect on the activities and operation P=3	<ul style="list-style-type: none"> - Find temporary local consultant to replace during maternity leave 	PM	PM	18 Jan 2011	Solved
4	Obtaining agreement from Central officer on PSL field monitoring	Feb. 28, 2011	Problem	Effect on management of the supporting activities of the PEI in monitoring of the central P=4	<ul style="list-style-type: none"> - Make an agreement with the Monitoring Unit on objectives of the central monitoring - Answering some queries from the head of the unit and 	PM	PM	18 Mar 2011	Solved

5	Finance Coordinator does not work full time at IPD-PEI project	30 June 2011	Request for change	Effect on the activities and operation P=5		find agreement - Hire Project Assistant	PM	PM	11 Apr 2011	Pending
6	Project car accident in SVK	1 Sep 2011	Other	P=2		- Discuss in the monthly meeting	PM	PM	30 Sep 2011	Solved
7	Raining season affect monitoring activities in 4 pilot provinces	1 Aug 2011	Problem	P=5		- Implement monitoring activities after raining day	PM	PM	30 Sep 2011	Pending
8	New SRV coordinator	1 Oct 2011	Problem	P=3		- Re-briefing & training on PEI activities when she comes to IPD during Nov-Dec 2011 for on-job training	PM	PM	30 Dec 2011	Solved
9	Delivery in Q1 did not reach 80%	24 Oct 2011	Problem	P=5		- Will develop QWP according to the internal and external factors that may have implication on quarter delivery	PM	PM	30 Dec 2011	Solved
10	Hiring only one translator with no proper recruitment process	24 Oct 2011	other	P=1		- Write a memo to justifying such waiver when recruiting personnel/purchasing goods - According to Audit review meeting organized by NIM Project 2012, the project could survey the price in 3 places instead of 3 quotations	PM	PM	30 Dec 2011	Pending (difficult to justify purchasing goods on translation as it is hard to find 3 quotations)
11	New coordinator assignment in	21 Feb 2012	Problem	P=4		- Brief SRV new coordinator on	PM	PM	30 March 2012	Solved

12	Saravan province	26 March 2012	Problem	P=4	project activities & workplan 2012 - Advertise and recruit new person very soon - Hire new accountant	PM PM	PM PM	30 June 2012 30 Sep 2012	Pending Pending (new accountant did not have knowledge and experience with UNDP financial and accountant system, plus limited knowledge in English) Solved (recruit new Project accountant)
13	International consultant is going to quit at the end of July 2012	29 Feb 2012	Problem	P=5	- Inform and request UNDP to recruit new person	PM	PM	30 June 2012 30 Sep 2012	Pending Pending (UNDP is in the process of recruitment) Pending (recruited and waiting for new TA to start work on 5 Nov 2012)
14	A delay on moving to Phase II	30 May 2012	Problem	P=5	- Request to continue Phase I	PM	PM	30 June 2012 30 Sep 2012	Pending (Successfully being accepted by UNDP and going to submit to DIC) Pending (MPI)

15	Frequently report on Project activities and budget implemented by UNDP	30 June 2012	Request for change	P=5				Request UNDP to report monthly basic instead of quarterly through CDR	PM	PM	30 Sep 2012	Minister approved the framework and waiting for MONRE's Minister, UNDP and UNEP to approve)	
16	A delay on recruiting new TA	13 Aug 2012	Other	P=3				Speech up a process of recruiting new TA and running document for TA to stay in the country	PM	PM	30 Sep 2012	Pending (Phase I ended and waiting for Phase II to start)	
													Pending (waiting for Phase II's approval)

Reported by:

Ms Dalaphone Sihanath



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OFFLINE RISK LOG – Quarter 3 (2012)

(see Deliverable Description for the Risk Log regarding its purpose and use)

Project Title: Poverty-Environmental Initiative, output 2 Award ID: 00071859-NEX Support Date: 7 Oct 2012

#	Description	Date Identified	Type	Impact & Probability	Countermeasures / Mngt response	Owner	Submitted, updated by	Last Update	Status
	Enter a brief description of the risk (In Atlas, use the Description field. Note: This field cannot be modified after first data entry)	When was the risk first identified (In Atlas, select date. Note: date cannot be modified after initial entry)	Environmental Financial Operational Organizational Political Regulatory Strategic Other Subcategories for each risk type should be consulted to understand each risk type (see Deliverable Description for more information) (In Atlas, select from list)	Describe the potential effect on the project if this risk were to occur Enter probability on a scale from 1 (low) to 5 (high) P = Enter impact on a scale from 1 (low) to 5 (high) I = (In Atlas, use the Management Response box. Check "critical" if the impact and probability are high)	What actions have been taken/will be taken to counter this risk (In Atlas, use the Management Response box. This field can be modified at any time. Create separate boxes as necessary using "+", for instance to record updates at different times)	Who has been appointed to keep an eye on this risk (In Atlas, use the Management Response box)	Who submitted the risk (In Atlas, automatically recorded)	When was the status of the risk last checked (In Atlas, automatically recorded)	e.g. dead, reducing, increasing, no change (In Atlas, use the Management Response box)
1	The replacement of financial officer	Mar. 1, 11	Operational	This will affect the project operation and activities P= 2 I=2	Recruited a new financial officer from NERI/PEI project	PM	PM	30 Mar 2011	dead
2	The capacity of the government staff to develop the Provincial Investment Strategies & to implement	Feb.28,11	Organizational	This will affect the project outputs P=5 I=5	- Organize training course - Follow up with their progress	PM	PM	30 Mar 2011 30 June 2011	-Reducing (follow up with SVK & SRV for the 2st draft strategies) Reducing(SVK & SRV sent their 2st draft to project and

5	Finance Coordinator does not work full time at IPD-PEI project	30 June 2011	Request for change	Effect on the activities and operation P=5	- Hire Project Assistant	PM	PM	11 Apr 2011	Pending
6	Project car accident in SVK	1 Sep 2011	Other	P=2	- Discuss in the monthly meeting	PM	PM	30 Sep 2011	Solved (hired new Project Assistant)
7	Raining season affect monitoring activities in 4 pilot provinces	1 Aug 2011	Problem	P=5	- Implement monitoring activities after raining day	PM	PM	30 Sep 2011	Pending
8	New SRV coordinator	1 Oct 2011	Problem	P=3	- Re-briefing & training on PEI activities when she comes to IPD during Nov-Dec 2011 for on-job training	PM	PM	30 Dec 2011	Solved
9	Delivery in Q1 did not reach 80%	24 Oct 2011	Problem	P=5	- Will develop QWP according to the internal and external factors that may have implication on quarter delivery	PM	PM	30 Dec 2011	Solved
10	Hiring only one translator with no proper recruitment process	24 Oct 2011	other	P=1	- Write a memo to justifying such waiver when recruiting personnel/purchasing goods - According to Audit review meeting organized by NIM Project 2012, the project could survey the price in 3 places instead of 3 quotations	PM	PM	30 Dec 2011	Pending (difficult to justify purchasing goods on translation as it is hard to find 3 quotations)
11	New coordinator assignment in	21 Feb 2012	Problem	P=4	- Brief SRV new coordinator on	PM	PM	30 March 2012	Solved

12	Saravan province	26 March 2012	Problem	P=4		project activities & workplan 2012 - Advertise and recruit new person very soon - Hire new accountant	PM PM	PM PM	30 June 2012 30 Sep 2012	Pending Pending (new accountant did not have knowledge and experience with UNDP financial and accountant system, plus limited knowledge in English) Solved (recruit new Project accountant)
13	International consultant is going to quit at the end of July 2012	29 Feb 2012	Problem	P=5		- Inform and request UNDP to recruit new person	PM	PM	30 June 2012 30 Sep 2012	Pending Pending (UNDP is in the process of recruitment) Pending (recruited and waiting for new TA to start work on 5 Nov 2012)
14	A delay on moving to Phase II	30 May 2012	Problem	P=5		- Request to continue Phase I	PM	PM	30 June 2012 30 Sep 2012	Pending (Successfully being accepted by UNDP and going to submit to DIC) Pending (MPI)

15	Frequently report on Project activities and budget implemented by UNDP	30 June 2012	Request for change	P=5	- Request UNDP to report monthly basic instead of quarterly through CDR	PM	PM	30 Sep 2012	Minister approved the framework and waiting for MONRE's Minister, UNDP and UNEP to approve)
16	A delay on recruiting new TA	13 Aug 2012	Other	P=3	- Speech up a process of recruiting new TA and running document for TA to stay in the country	PM	PM	30 Sep 2012	Pending (Phase I ended and waiting for Phase II to start)
									Pending (waiting for Phase II's approval)

Reported by:



Ms Dalaphone Sihanath



Approved by:

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ANNEX : INITIAL MONITORING AND COMMUNICATION PLAN – QUARTER 3 (2012)

Project Title: Poverty-Environmental Initiative, output 2	Award ID: 00071859-NEX Support
Date: 30 Sep 2012	

Types of Monitoring and Communication Action	Types of Stakeholders	Method of Monitoring and Communication	Due/Timeline for Each Type of Monitoring and Communication	Date of Completed Action	Status of Action
Annual Work Plans (revised)	Project→UNDP	Report	Annually	11-Apr-11	Completed revised AWP2011
Annual Procurement and HR Plan	Project→UNDP	Report/document	Annually	-	-
Quarterly work plans and progress reports	Project→UNDP	Report	Quarterly	30-Sep-12	Completed
Monthly Project Work plan, Financial and Progress Report	Project	Report/document	Monthly	-	-
Monthly project meeting	Project—UNDP	Face-to-Face	Monthly (signed minutes to be submitted within 5 working days)	30-Sep-12	Completed
Project Board Meeting Report	Project Board→UNDP	Report	Quarterly	-	In the process of setting up the MPI programme board
Updated risk, issue, lessons learned logs and communication and monitoring plan	Project→UNDP	Report	Quarterly	30-Sep-12	Completed
Audit	UNDP→Project	Visit, Report	Annually	19-Apr-11	Completed

Audit Implementation Action Plan	Project→UNDP	Report	-	-	-
Spot Check	UNDP→Project	Visit, Report	Quarterly per IP	24 Oct 2011	Completed
Annual review meeting and progress reports	Project→UNDP	Report	Annually	-	-
Quarterly Project Combine Delivery Report	UNDP→Project	Report	Quarterly	30 Dec 2011	Completed
FACE (Fund Authorization and Certificate of Expenditures) Form and other POA documentations, including monthly Bank Reconciliation record, advance record	Project→UNDP	Report/documents	Quarterly	30 Sep 2012	Completed
UNDP Monthly Exchange Rate	UNDP→Project	Document	Monthly	First week of the month	Completed
Quarterly Project Direct Payment List	Project→UNDP	Report/document	Quarterly	-	Regularly updated

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Ms Dalaphone Sihanath



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