

## LPAC MINUTES

### Project “Conservation of Critical Wetland Protected Areas and Linked Landscapes”

**Chairperson:** Bakhodir Burkhanov, UNDP DCD

**Members:** Nong Thi Hong Hanh (FERD/MPI), Vo Hoang Nga, Bui Phuong Tra, Ta Thi Thanh Huong, Deborah Schoenmaeckers, Nguyen Thu Hoai, Babul Azad, Nguyen Hong Nguyen, Mark Richmond (UNDP), Nguyen The Chinh, Pham Anh Cuong (MONRE)

**Secretary:** Do Thi Huyen

**Timeline:** Launching: 17 September 2014

No.	AWP Chapter	Comments	Actions/Responses
1	Cover page	Need to revise Programme Period, Start Date and End Date	Noted. However, the project period is different from the programme period.
		Outcome and outputs from One Plan 3	Noted and revised. Added Output 4.2 into the page.
		Full information on financial resources from GEF, UNDP and co-financing sources on the AWP for entire project period, not only for 2014.	Noted and added in the AWP/ProDoc, while full information on GEF and other financial resources is already reflected in the full GEF UNDP ProDoc.
3	AWP 2014 Prodoc	Budget for AWP 2014 is different from the budget for the first year in the Project Document.	Noted. The budget will be revised during the Inception phase and reflected in the Inception Report. In the ProDoc, the first year's budget was estimated for 12 months, while the appraisal and approval process took longer. Inception report will reconcile the two timelines, and will be carried out in 2014.

		Annex 12, Letter of Agreement is missing	The letter of Agreement is attached as Annex 12 in the ProDoc and Annexes.
		Sustainability missing	Project Sustainability and Replicability presented in section 2.9, page 101 of the ProDoc.
		Baselines, indicators, MOV missing for some activities 1.2, 1.4, 2.2	Noted and added, although the activities will be carried out in 2015.
		DPC is not included	As per instructions from GEF Secretariat, DPC is not allowed in GEF-funded projects. GMS is however chargeable and will be duly recovered, while applicable ISS fees will be captured in the Letter of Agreement.
		Support the project in implementation of the SOP to ensure VAT refund for the project	Noted. SOP and HPPMG will be shared with PMU to ensure full compliance.
		Consideration to develop AWP 2014-2015	The AWP 2015 will be developed during the Inception phase.
		Some acronym need to spelling out (BCA, DONRE)	Noted and addressed.
<b>3</b>	<b>Brief context</b>	Missing context and background	Full background information and development context is in the ProDoc which was reviewed and approved by GEF, due to limited space in the DPO, not all information is presented.
<b>4</b>	<b>Management Arrangements</b>	Clarification on the relationship between the NIP, PMU and 2 provinces as CIPs. Need to make clear functions and responsibilities,	Noted. As presented in the Management structure in the Prodoc/AWP:  - ISPONRE is the project owner (Viet Nam ODA

		<p>working flow for 2 provinces.</p> <ul style="list-style-type: none"> <li>- Lack of information about the money transfer flow. It's not clear in the project organization structure.</li> <li>- It is also needed to make very clear about the project management layers: from NIP to project owner (ISPONRE) to PMU and Provincial PMUs.</li> </ul>	<p>language) or national implementing partner or NIP (HPPMG language). As such, ISPONRE establishes PMU, which will be based at ISPONRE. UNDP will advance funding to PMU/NIP (ISPONRE).</p> <ul style="list-style-type: none"> <li>- BCA is co-implementing partner (CIP).</li> <li>- NIP (ISPONRE) will be responsible for activities and results in Thua Thien-Hue Province.</li> <li>- CIP (BCA) is responsible to provide technical assistance to Thai Binh Province.</li> </ul>
		Note of the UNDP CO support as project management and oversight support and project implementation support	<p>Noted:</p> <ul style="list-style-type: none"> <li>- UNDP is an implementing agency of GEF (in GEF language)</li> <li>- UNDP (on behalf of GEF) is the principal supplier for the project, responsible for quality assurance/ oversight.</li> </ul>
<b>5</b>	<b>Monitoring Framework and Evaluation</b>	It is need for internal system for data collection and plan for monitoring	Noted. As verified by Micro-Assessments, ISPONRE and MONRE have established internal systems for project monitoring, including engaging chief accountant, carrying out internal audit, government audit, etc.
		Internal control should be elaborated in the project document and set up internal control system's setup, operation and maintenance	In accordance with the Micro-Assessment of the IP, there is strong internal audit function in place and high quality internal audit reports. ISPONRE's Administration Office and division of Science and International Cooperation, and MONRE's

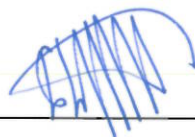
			<p>Department of Planning will be in charge of reviewing AWP and the Procurement Plan before approval.</p> <p>ISPONRE 's Chief Accountant cum Deputy head, Administration Office; Head of Division of Science and International Cooperation will be involved in project management.</p>
		Clarification to avoid dual Financial assurance mechanism of NIM/HACT audit for the GEF project	Noted. The ProDoc specifies that HACT assurance mechanisms apply to this project, i.e. micro-assessment of the IP, FACE fund flow, spot checks and HACT audit.
		M&E system integrated into AWP	Noted. M&E plan will be reflected in the Annual and Quarterly Workplans for each year and will be reflected in Atlas.
<b>6</b>	<b>Preliminary Risks and Capacity Assessment</b>	Micro assessment already carried out for the NIP, pls make correction in the Project document	Indeed, Micro-Assessment of the NIP is on file. Noted and revised in the Project Document.
<b>7</b>	<b>Cross-cutting issues</b>	Introduce the link between human rights and biodiversity into the awareness raising part of the project	Noted. Attention and consideration will be made to reflect human rights based approach and link it to biodiversity conservation during the implementation of the Project. The project inception meeting will also pay attention to cross-cutting issues.
		Assist national counterparts in assessing and managing potential impacts on environment and social issues	The project has in its plan to carry out socio-economic and environmental assessment, including ecosystem health index for the wetland conservation areas. This is a key priority and the first activity of the project in line with the workplan.

		Environment and Social Screening assessment exercise carried out before starting	UNDP-mandated Environmental and Social Screening has been duly completed. Additionally, ecosystem health Index, social economic assessment for the Wetland Conservation Areas will be carried out in connection with the Inception phase/Inception report.
		Add indicator and risks reflecting the social impact on vulnerable groups	Noted. During the inception and following the socio-economic and environmental assessment, mitigation measures will be developed and implemented in the course of the project cycle.
8	<b>Security</b>	If UNDP contracted consultants or UNDP staff are required to travel, they will need to adhere to MOSS considerations for accommodation, transport and office seminar locations. Plus security mandated training requirements.	Noted and agreed. MOSS compliance measures will be considered in conjunction with UNDSS, including mandated training/briefing for any UNDP-contracted personnel under the project.

The LPAC Minutes is endorsed by LPAC Chairpersons and all designated members.

Date:

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Signature:

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24/10/2017

Name:

Bakhodir Burkhanov (Deputy Country Director, UNDP)