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Government of Vanuatu

Quarterly Project Progress Report 3/2016 (October-December)

Adaptation to Climate Change in the Coastal Zone in Vanuatu (VCAP)

Date of the report: 01th November 2016



Basic Project Information

Project Title: Adaptation to Climate Change in the Coastal Zone in Vanuatu	
UNDP Award ID	00082472
UNDP Project ID	00091375
Project Duration	5 years
Reporting Period	Quarter 1 2016
Implementing Entity National Collaboration agencies	VMGD, PWD, Fisheries, Agriculture and Forestry, and DLA
Other UN/International Collaborating agencies	UNDP
Cost-sharing third parties (no direct cost-sharing)	National and Provincial Government
UNDP Programme Analyst	Ms Loraini Sivo

1. Project Implementation Status and Key Result

Implementation Status Summary

The Third quarter of this year 2016, VCAP was able to have 99% of its project staff including all the project component coordinators. The signing contract of the two site Coordinators for Torres and South Santo was held during the last session for Induction Training in Port Vila at Vanuatu Meteorology and Geo-Hazards. The Induction Training was purposely held for various sites coordinators, Area Secretaries including the component coordinators to be informed of their duties during the period of the implementation output activities of the project.

The recruitment of 7 field officers as site coordinators that are now operational and functioning in the following sites - South Santo, Torres Islands, Epi, North Erromango, South Erromango, Aniwa and Central to East Pentecost and South Malekula will be done in Quarter 4. The field officers will facilitate the linkage between the VCAP PIU and target communities. They live and work within the project sites, where they will facilitate community based implementation of project components. The permanent presence of the Site Coordinators at the project sites will ensure their participation in all aspects of community engagement and availability to assist as needed by VCAP implementing partners, including participating in planning, awareness, implementation, monitoring and evaluation activities. These site coordinators have been equipped with field office facilities, transport and communication support to enable them to perform effectively and efficiently.

The project currently started its activities on Epi and Pentecost with the assessments of the original baselines as priority sites targeted by the government to begin with after the devastating Cyclone Pam in March 2015. The coordinators were taken a leading role together as a team, with assistance from the site coordinators and local area secretaries who are based in the community for implementing the activities as specified for each responsible partners.

The LOA (Letter of Agreement) was signed with the project responsible partners (with the assistance of the Chief Technical Advisor (CTA) namely: Department of Local Authorities at the Ministry of Internal Affairs, Department of Public Works at the Ministry of Infrastructure and Public Utilities, Ministry of Agriculture/Forestry/Fisheries/Bio-security and Vanuatu Meteorology & Geo-Hazard Department at the Ministry of Climate Change for the assistance required with the implementation of the output activities in the projects sites.

A Technical Working Group (TWG) have scheduled their meetings to be held every fortnight to provide technical support to the implementation of the project activities. The

administration meeting for PIU was also established and it also scheduled for every fortnight prior to the Technical Working Group meetings.

The Executing Entity and the Implementing Entities co-operate with the Department of Local Authorities (DLA) in carrying out activities under national implementation. The component activities were carried out as follows:

❖ *Component 1: Integrated Community Approaches to Climate Change Adaptation.*

During Quarter 3, the component coordinators went to the following project sites: Pentecost, Epi Island, South Santo, Aniwa, Malekula, Torres Island and Tafea Outer islands.

Department of Local Authority

According to Quarter 3 Work Plan, there were only 5 activities that were supposed to be carried out. However, after the funding have come in late DLA have managed to carry out 3 activities successfully, whilst the other two remaining will continue to carry out during Quarter 4.

The activity that was carried out was Conducting Vulnerability Assessments in Torres group and then later on in South Santo Area II. This activity was based on community consultation work, trying to identify in local communities the causes and effects of climate change that were more vulnerable to the communities. During the workshop, local community members discussed about their priority needs and then drew up their action plans where VCAP can also capture some of them in its components to address them. In this way VCAP and the targeted communities in these project sites try to build resilience to climate change.

The Induction Training was conducted in Port Vila for a week. Every coordinator and Area Secretaries from every site have participated in this VCAP induction training. This induction help also to understand project boundaries, and helped site coordinators to understand their roles and responsibilities in their project sites and liaised together with Area Secretaries. During the Training we have managed to upgrade site coordinator's reporting template and go through how to use the template. And they also understood what VCAP activities would be carried out by different implementing partners in their respective sites, in order to assist with planning and logistics in their project sites.

The Shipment of Office equipment have been done to Epi, Aniwa & Pentecost project sites in order to equip site coordinators & Area secretaries office as part of equipping and resourcing them with office facilities. The Review of Decentralization Act within the Department of Local Authorities, as part of component 3, where VCAP is trying to assist the Department of Local Authorities to build up good governance system through capacity building within area secretaries, area councils, site coordinators and village development committee leaders in targeted communities. This Decentralization ACT is now under review with the help of Budget Development Committee and if they think that it is okay for VCAP to finance this activity then BDC will have to advise DLA Director before execution of its implementation can be done.

There is also the inspection of the new area secretary building. This activity was 50 % done through government process. So far Epi communities were aware of that and have prepared a shelter ready to store all building materials once all materials are shipped to Epi Island. According to its status, the contract has already being signed with the Ministry of Climate Change and now waiting for suppliers to deliver on site. This will be done during the second week of November. The site coordinator and DLA coordinator will be fully responsible to supervise packaging and shipment.

Fisheries

Quarter 3 activities comprised the Fisheries Department officers in implementing part of Q2 activities on site. Verification of baseline was complete, awaits international consultant for his scientific input to fully understand social and ecological aspect of both islands.

The activities conducted were in line with activities from Q2 activities at the Island of Epi and Aniwa. Communities from both islands were fully aware of the team's visit to the island with the help of the site coordinator by informing the community and doing logistic arrangements for the team on site.

With respect to the verification of baseline at Epi on both social and ecological aspect, the fishery staff were confident that whatever activities that will be implementing on VCAP targeted site will be effective with close monitoring.

The activities that were being implemented on site includes deployment of 4 FADs on 4 VCAP targeted communities and establishment of 3 TABU Areas. Both implementing activities were successful and with the establishment of 3 TABU areas at Ponkovio, Mavilao and Burumba village, (VCAP target areas), chiefs and community members have reconciled after disputes of customary land and marine issues at the community. With the establishment of the TABU areas, other communities now request for Fisheries under VCAP project to establish and extend TABU areas at their community.

Additionally, according to the work plan, there should be 10 FADs to be deployed at Epi, but turned out only 4 FADs were being deployed. The reason being that there will be a close monitoring on the first 4 FADs and if effectively used by communities with very high demands of protein, then the next 6 FADs will be deployed accordingly. But, if the FADs were not being used effectively by the communities, then Fisheries will look for other alternatives and how to use the other 6 remaining FADs on other VCAP targeted communities.

The Department at the moment have completed Community Action Plan (according to this plan, it gives a fare idea to the communities on responsible authorities, especially for marine protection) and their input to the ICZMP for Epi Island. The communities were fully aware of the draft plan during the trip to Epi.

Aniwa on the other hand, have completed baseline verification which the results will be presented in the narrative report. The department have deployed 2 FADs during the assessment visit which was seen as a co-sharing activity between the project and the department. There is need for additional 2 FADs which the project will implement on the island. There are existing TABU areas that needs extension, thus extension of TABU areas is scheduled for next visit to Aniwa in Q4 together with FAD deployment.

The Department have completed Community Action Plan and is currently developing ICZMP for Aniwa Island and still awaits international consultant for scientific input.

With that, due to unforeseen weather conditions, there is delay of work as per work plan. Thus, Futuna island baseline assessment (Q2 activity) and Baseline assessment for Malekula (Q3 activity) will soon be carried out as planned.

Upland

The following activities for upland component in Quarter 3 have been carried out: purchasing of quad bikes, purchasing and shipment of seedlings, planting of vetiver grass, baseline assessment and development of UMCCA plans for Epi, Pentecost and Aniwa project sites. People involved in implementing project activities were forestry officers in Port Vila, agriculture field assistant for Epi, site coordinators and area secretary and the two international consultant (Agro-forestry and water catchment specialist). The project activities carried in the project sites involves men, woman and youths groups (young boys and girls) who participate by carry out responsible activities in their communities.

The consultation workshop on fruits and vegetable strategy has already commence for Port Vila and Tanna Island while in Santo it will be carried out soon. The consultation in Vila was held in Holiday Inn hotel and there were 34 participants altogether who attended the workshop. There were 28 male and 6 female. In Tanna there were 30 people altogether who attended the workshop, 27 male and 3 female.

A first draft of the national fruit and vegetable strategy will soon be completed. This quarter there were two (2) quad bike purchased for our project sites on Epi and Pentecost. The quad bike were purchased mainly for the site coordinators to use in facilitating activities for the project and also help in transportation from one site to the other. However it will also be used in disseminating information from an extension perspective (agriculture, forestry, livestock & water resource) so as the information flows from a top down approach to the farmers and communities level as a whole.

Forestry seedlings were purchased from local farmers and were prepared to be sowed in the nursery. Mahogany seedlings collected were prepared by forestry officers, while sandal wood wildings and seeds were sent to our field assistant in Epi project site to be planted in the nursery. There were 40 young pines that will be shipped to Epi project sites to be planted in coastal and water catchment areas. Shipment of these young plantings will be done as soon as there is available ship transport to the project site on Epi. Planting activity of vetiver grass has continue in this quarter. Vetiver planting materials sourced from Aneitym Island were shipped from Port Vila to Epi project site by Mr Brooklyn. The vetiver plants were planted in rows to create a hedge in Burumba village coastal area. Other planting material were distributed to Malvasi and Yopuna communities to be planted in their coastal area and also to be used in setting up a demonstration plot upland in controlling soil erosion in farming system. The agriculture field assistant will be helping the communities in setting up the demonstration plot.

The activities on baseline assessment and development of Upland Management CCA plans has already commenced. It was based mainly on the methodology of the two consultant (Agroforestry and water catchment specialist), a desk review and meeting with project staffs and relevant directors of the department such as Department of Forestry, Agriculture, Water, Environment and Lands has been done. In addition the main purpose of this baseline assessment is to provide information for Upland Management Climate Change Adaptation Planning including water catchment management planning. Overall goal of the management plan is to optimize land use, reduce erosion and sedimentation processes, protect coastal ecosystems, secure water supply and reduce water pollution.

Field assessment will be carried out soon for Aniwa, Epi and Pentecost project sites. However the field assessment will consist of focus group discussions and direct site assessments. Focus

group discussion will be carried out with key informants from communities and area council in order to understand upland management situation including current management practices, trends in effects of climate change on agricultural and forestry, problems encountered, opportunities for further development and expectations/ recommendations of local people for upland development

Public Works Department

The activity carried out on this Quarter covers the VCAP sites on Torres Group on Toga and Hiu and part of South Santo on Araki & Tangoa Island. According to the analyses done by the team it is very important to take into consideration the proposals. The assessments were done according to the restrictions given in the project document as priority sites or regarded as the original baseline in the project document.

The overview of these assessments is to verify the original baseline of the project document and add new baseline if necessary though it will have to go through the Project Board for approval. The following infrastructure will be upgraded for each site as per assessment results: Torres Island (end of road at Liqua village, road section at mid-point of Toga and start of road at Litau village, propose airport on Hiu), South Santo (staircase & railing at Salaba, staircase & railing at Vunabaura), Tangoa Island (staircase & railing at Pelmol station 1 and Pelmol station 2). The findings indicate that all these VCAP project sites are outside the government infrastructure network which will be a challenge for maintenance and upgrading however that does not provide an excuse for the project to cease its objectives in the Priority sites. The new baselines that the team were discovered along the project sites are: the staircase of water source at Toga Island, Barge landing at Ligual (Toga Island) and also the quarry site at Litau community boarder.

Issues encounter during the site assessment are the expectation from the locals compared to what the Government is doing especially for infrastructure related works. Government process payments when using local resources on site and this gives a huge challenge for the locals to agree with the VCAP project 50 -50 contribution mentality. It is an issue where there is possibility of affecting the project from the community level dealing with land issues. Should there be any similar consultation in the future for similar project it would be good if key government technical people (PWD) are included to produce such document as it will provide better and clear understanding of such infrastructures that will be implemented in the different communities around the country.

The output activities of Public Works Department (PWD) are now on process through the Vanuatu Central Tenders Boards tendering process such as upgrading of roads, rivers and creeks crossings at Epi and Pentecost. Target date for completing PWD activities will be around November 2016.

Vanuatu Meteorology Geo-hazards Department

Component 2 has been progressively focusing on Activities 2.1.1.1, 2.1.1.2 and activity 2.1.1.3. However, due to the need for renovations from the first site survey report submitted in Quarter 1. The Director has advised the VCAP project to renovate the building prior to installation of Automatic Weather Stations (AWS). The main activities carried out for this quarter were the contract signing of the supply and delivery of AWS/IWFS and the renovation of Metreo Offices at Project Sites. The contract for supply and delivery of

Automatic Weather Stations (AWS) was signed with Niwa Taihoro Nukurangi, whilst another contract was signed with Meteo France International for the supply and delivery of Integrated Weather Forecasting System (IWFS). The biggest budget for component 2 is now spent on the supply and delivery of AWS/IWFS. The remaining balance will be focused on implementing the remaining activities. The main objective for this project has captured in the project document is to reduce exposure to flood related risks and hazards in the target coastal communities, to improve Vanuatu Meteorological Automated System and also of the real time transmission network, increase in meteorological data analysis capacities of VMGD, timely release of early warnings related to coastal flooding and storm surges through various public medias, improvement of real time dissemination information and the real time broadcast information capacity. According to the programmatic revisions, The VMGD Managers and Director requested the purchase of 6 AWS rather than five however, due to the need to cover. The significance is to cover Lamap with Norsup at the same time since Lamap has a different reading.

Component 4

The communication component carried out its activities done so far by using different mediums to disseminate information about project activities implemented on sites. It will also brief on the collection of existing materials that could be used for awareness in communities during the upcoming months.

So far reports have been done on activities carried out rather than assessment. During this quarter only 2 components, Fisheries and Forestry have been carrying out more activities such as the deployment of FADs and the construction of Agro Forestry Nursery and planting of Coastal species and demonstration of Multiplication plot of Vetiver grass and taro plot on Epi, while other components are still carry out assessments. Information's have been disseminated through Television, Radio and Facebook to promote the project compared to other mediums simply because most people in Vanuatu are not into reading they love to listen and watch what actually happen instead of reading articles. Newspaper have been used mainly for advertisements but there are also some articles about VCAP have printed on the Newspaper. VCAP Facebook page has been created and managed by Mathew Hardwick over the past months. Recently, the communication officer does have access as the administrator and starts putting brief information about the progress of VCAP. So far there are few updates on the FB page that could give some ideas on what the project is all about and what it has been doing on ground.

Implementation Progress Summary

The summary of implementation progress is indicated in the attached spreadsheet.

Achievement to date by components

Component 1.1.1

- Conducting Vulnerabilities Assessment in Torres Island and South Santo Area II.
- Shipment of office equipment to Epi, Aniwa and Pentecost in the project side in order sites coordinators and Area Secretaries offices as part of equipping and resourcing them with office facilities.
- Induction training conducted in Port Vila for a week to ensure the site coordinators to understand projects boundaries, their roles and responsibilities in the project sites and liaise together with the Area Secretaries.

- Upgrading site coordinator reporting's template and go through with them how to use the template.
- The review of the Decentralization Act within the Department of Local Authorities is now under review with the help of Budget Development Committee (BDC).
- The contract signing is already done for DLA activities on new climate proofed local Area Council facilities at Epi and Pentecost. Awaiting for the contractor to arrange to the site.

Component 1.2.1

- Verify baselines/sites assessments/workshop/community dialogue in Epi and Aniwa.
- Planning for future ICZMAP and identification of suitable locations for expansion of Tabu systems in Epi and Aniwa.
- Implementation of the activities on 5 VCAP targeted community (4 FAD's deployed in Epi + 2 FAD's installed at Aniwa).
- Develop community management plan based on CICZM plans by integrating traditional knowledge from locals and scientific knowledge in Epi.
- Baseline verification was completed on Aniwa and two FAD's were installed to assist communities with fishing.
- The establishment of one Tabu area (MPA) at Ponkovio village (Epi).

Component 1.2.2

- Purchasing of quad bikes and will shipped to Epi and Pentecost
- Shipment of seedlings, planting of vetiver grass at Pentecost and Epi.
- The agriculture field assistant in Epi will be helping the communities in setting up their demonstration plot.
- Baseline assessment and development of UMCCA plans for Epi, Pentecost and Aniwa project sites.
- The consultation workshop on fruits and vegetable strategy has already commence for Port Vila and Tanna Island while in Santo it will be carried out soon.
- Forestry seedlings were purchased from local farmers and were prepared to be sowed in the nursery. Mahogany seedlings collected were prepared by forestry officers while sandal wood wildings and seeds were sent to our field assistant in Epi project site to be planted in the nursery.

Component 1.2.3

- The team covered these sites assessments, the area of Torres Group (Toga & Hiu), South Santo (Araki & Tangoa Island) is to confirm the proposed baselines given in the project document.

- The PWD has conducted discussions with communities, chiefs, Youths, men and women on the proposed in these sites as mentioned above.
- The team has signed communities' agreements with land owners for allowing their properties as contribution to the project for having access to improve public road conditions and rivers/creeks crossings.
- The output activities of PWD are now on process through the Vanuatu Central Tenders Board tendering process such as upgrading of roads, rivers and creeks crossings at Epi and Pentecost.

Component 2

- Contract signing of the supply and delivery of AWS/IWFS to the project targeted sites.
- The renovation of Meteo Offices at Project Sites.
- The contract for supply and delivery of Automatic Weather Stations (AWS) was signed with Niwa Taihoro Nukurangi, whilst another contract was signed with Meteo France International for the supply and delivery of Integrated Weather Forecasting System (IWFS).
- The biggest budget for component 2 is now spent on the supply and delivery of AWS/IWFS.
- The VMGD Managers and Director requested the purchase of 6 AWS rather than five however, due to the need to cover. The significance is to cover Lamap with Norsup at the same time since Lamap has a different reading.

Component 4

- Use of different mediums to disseminate information about project activities implemented on sites to the general public.
- So far reports have been done on activities carried out rather than assessment.
- Use of Television, Radio and Facebook most to promote the project compare to other mediums simply because most people in Vanuatu are not into reading they love to listen and watch what actually happen instead of reading articles.
- Newspaper have been used mainly for advertisements but there are also some articles about VCAP have printed on the Newspaper.

Outcome	Output	Source of Funding	Output Budget (what was requested for Q1 (Vatu))	Expenditure of the current reporting period by output (Vatu)	Delivery Rate of the current reporting period (%)	Accumulated Delivery Rate by the current reporting period (%)	
Output 1.1.1 Integrated CC-Adaptation Plans mainstreamed in the coastal zone.	1.1.1.1 Establishment of field capacity	GEF	3,396,705.26	1,242,393.00			
	1.1.1.2 Undertake pilot in CC Vulnerability Assessment						
	1.1.1.3 Completion of comprehensive vulnerable assessment						
	1.1.1.4 Development of Coastal Climate Change Adaptation Strategies						
	1.1.1.5 Implementation of the mainstreamed CCCAD Strategies at community and Area Council levels						
Output 1.2.1 Threatened coastal ecosystems and resources such as mangroves, coral reefs and fisheries rehabilitated to support livelihoods and food production and increase climate resilience.	1.2.1.1 Build upon initial PPG assessments to develop detailed marine ecosystem health baselines			2,549,531.10	1,398,080.00		
	1.2.1.2 Develop Community Integrated Coastal Zone Management Plans						
	1.2.1.3 Implementation of the CICZM Plans including deployment of FADs						
	1.2.1.4 Support the site-based network of marine managed areas throughout Vanuatu which include V-CAP sites and existing CCAs to facilitate learning between resource monitors						
	1.2.1.5 Monitoring and evaluation of the implementation of these						

Output 1.2.2 Coastal areas stabilized through re-vegetation and other 'soft' approaches to complement 'hard' measures.	plans will be completed annually by Field Officer from V-CAP sites					
	1.2.2.1 Develop baselines of issues and threats of terrestrial upland and coastal ecosystems	7,228,308.66	6,193,631.00			
	1.2.2.2 Develop Integrated Upland Management and Climate Change Adaptation Plan (UMCCAP)					
	1.2.2.3 Implementation of the Upland Management and Climate Change Adaptation Plan (UMCCAP) including nurseries, agricultural training and extension,					
	1.2.2.4 As part of the implementation of Upland Management and Climate Change Adaptation Plan (UMCCAP) develop specific cooperative programs with forestry, agriculture and water resources agencies					
	1.2.2.5 Monitoring, evaluation and work planning will be based on the UMCCAP prepared in Year one, and annual participatory reviews,					
Output 1.2.3 Improved resilience through climate proofing of selected public conveyance infrastructure (roads, bridges, etc. Implemented by the Public Works Department) in the	1.2.3.1 Undertake further in-depth community mapping, in particular transport routes and use of secondary conveyances	2,401,368.91	310,950.00			
	1.2.3.2 Develop an integrated and detailed work plan for the implementation of the works					
	1.2.3.3 Develop and finalise an					

coastal zone in at least 6 priority vulnerable coastal communities.	agreements between PWD, communities, provincial governments and V-CAP on implementation arrangements.				
	1.2.3.4 Develop and implement an overall monitoring and evaluation plans for the roll out of works in each of the site				
	1.2.3.5 Training of students from the RTC in Ambae and communities from V-CAP sites				
Outcome 2 Early warning system	2.1.1 Automated system for real time monitoring of climate-related hazards such as coastal flooding, storm surges, sea-level rise designed, installed and maintained	4,664,711.37	4,054,586.00		
	2.1.2 Timely releases of early warnings against coastal flooding and storm surges through various public media				
	2.1.3 Capacity of 18 VMGD staffs in the operation and maintenance of AWS and in the analysis of data strengthened				
Outcome 3					
	Climate Change Governance	0	0		
Outcome 4	Knowledge Management	1,137,088.00	628,700.00		

Outcome 5						
	Project Management		0	0		
Total		21,377,713.3	13,828,340	%		

2. Financial Management

Financial Information Summary (against valid Quarterly WP)

Reporting Period: Quarter 1 of 2016

Financial Information Summary (against AWP 2016)

Component	Outcome	Source of Funding	Activity Budget (Vatu)	Accumulated Expenditure of the current reporting year period (Vatu)	Accumulated Expenditure by previous years (Vatu)	Delivery Rate of the current reporting year (%)	Accumulated Delivery Rate since start of project (%)
C1 Integrated community approaches to climate change adaptation	Outcome 1.1: CC adaptation plans, including risk management, preparedness and response plans, formulated in the context of ICM and in relation to site-specific vulnerabilities, subsequently adopted and mainstreamed in planning processes		15,575,913.93	9,145,054			
	Outcome 1.2: Improved climate resilience of coastal areas through integrated approaches						
C 2 Information and early warning systems on coastal hazards.	Reduced exposure to flood related risks and hazards in the target coastal communities.		4,664,711.37	4,054,586			
C 3 Climate Change Governance	Climate Change adaptation enabling policies and supportive institutions levels		0	0			
C4 Knowledge Management	Increase awareness and ownership of climate risk		1,137,088	628,700			

C 5 Project Management	reduction processes at the national and local levels						
	Project Management Unit		0	0			
	Total		21,377,713.3	13,828,340			%

2. Project Management and Oversight

The Project Implementation Unit (PIU) commenced its role in Quarter One 2016 after the recruitment of Project Manager in Quarter Four 2015. This followed by the recruitment of Administration and Finance Officer, Monitoring and Evaluation Officer including all the component coordinators and remaining sites coordinators in Quarter One of 2016. Now we also recruited the Communication Officer to join the VCAP project staffs.

Office spaces for PIU staff were allocated at the Project Management Unit in the Vanuatu Meteorology and Geo-Hazard Department at the Ministry of Climate Change, while the rest of the component coordinators were housed at various responsible partners premises. The project team started to mobilize with the assistance of UNDP Project Analyst, Ms Loraini Sivo and the Project Chief Technical Advisor (CTA), Mr Manfred Staab.

The team has organized and started to venture into the assessment of existing baselines in the priority sites as mandated by the Government of Vanuatu as a recovery measure from Cyclone Pam. Thus the first deployed team of Public Works Department (PWD), Upland and Fisheries with the coordination of the Department of Local Authorities (DLA) went to Epi and Pentecost. Vanuatu Meteorology and Geo-Hazard Department Team went to their allocated project sites and did the same assessment. Every coordinator is beginning the implementation of the output activities along the project sites during this quarter.

• Monitoring and Evaluation

The Monitoring and Evaluation of the project has been done via desktop assistance in several occasions with UNDP Program Analyst and Project Chief Technical Advisor. The Project Implementation Unit (PIU) with the Monitoring and Evaluation Officer closely monitored progress in its fortnightly Administration and Staff meetings including the Technical Working Group meetings every month.

The current indicators in the project document remain the same for this quarter. However, the baselines for each component need to be updated in Quarter 4 after the component teams identified these on sites this quarter. For instance, the Public Works Department team identified new baselines along the project sites at the area of South Malekula (Okai), South Santo, Torres Island, Erromango, Aniwa, Futuna and Aneitym which are not in the project document. These new baselines that the team identified on project sites are: drift crossing, culvert or stabilization of area, cabin, and quarry site at boarder of Okai and Neranniew at Malekula, river and creek crossing, strip concrete pavement in Aniwa, footbridge in Aneitym, new staircase, railing and new footpath in Futuna.

• Risk Management

This quarter there were several risks encountered which have some impact on the project and these are as follows:

- i. Late recruitment of Project Implementation Unit (PIU) staff and the component coordinators in Quarter 1, which affected the starting of the implementation of output activities. Despite these late recruitments, the PIU has organized the

- training for coordinators to bring them up to speed with the assistance of the project Chief Technical Advisor and UNDP Programme Analyst.
- ii. The Project Director, Mr Jotham Napat who is the former Director General of the Ministry of Climate Change has been replaced by Mr Jesse Benjiman in Quarter 1. This also had an effect on the implementation of the project activities, but with the assistance of the Project Management Unit and the Department, the logistics of works were carried on until the official appointment of Mr Jesse Benjiman as a new Director General for the Ministry of Climate Change and at the same time as VCAP new Project Director.
 - iii. Domestic airline flights for Air Vanuatu in Quarter 2 were not reliable, so the PIU had to charter several flights using private planes for the project teams to go and carry out their activities on sites.
 - iv. The remoteness of some project sites required more time for traveling to these sites and carrying out activities. Project Implementation Unit for VCAP had to take other options by chartering private planes to drop off teams on site and arranged for picking up teams after works were completed. Furthermore, some of the Site Coordinators are living in remote places such as East Pentecost where it was very difficult to be reached by mobile phones. The project had to contact the local area council secretaries.
 - v. Council of Ministers Secretary delayed in submitting minutes, whilst Central Tenders Board secretary delay in submitting award letter to the contractor. Then the delay of the implementation output activities on the ground will not meet the project time frame required.

- **Communication and Advocacy**

The communication officer position was filled on 07th June 2016. The purpose of this position is to carry out communication output activities. This Quarter, so far, reports have been done on activities carried out rather than assessment. There were two components, Fisheries and Upland, already begin with the implementation of the activities on ground. The communication use of television, radio and social media, such as Facebook, promote the project compared to other mediums simply because most people in Vanuatu are not into reading they love to listen and watch what actually happen instead of reading articles. Newspaper have been used mainly for advertisements but there are also some articles about VCAP have printed on the Newspaper.

- **Focus on Gender Equity and Equality**

During site assessments, community consultation focused mainly on gender. The focus groups enabled women and young people to express their views openly with regards to assessment of climate change issues. For instance, Vanuatu Meteorology and Geo-Hazard Team engaged female teachers in the project sites, providing feed-back of what needs to be done in communities and government as a whole. With that in mind, the same has been completed for Fisheries, DLA and Upland teams who involved women in various project sites during their consultations.

The involvement of women in the communities has great impact since majority of work done in the gardens are by women. Women are more concerned for food, water, shelter and other

household needs than men. Women often take the lead role for passing on climate change information to children and take the initiative for making resilience plans.

3. Management Responses and Recommendations

(To be completed by project in coordination with UNDP)

The Project Implementation Unit (PIU) has set up the Technical Working Group (TWG) with the assistance for the project Chief Technical Advisor, Mr Manfred Staab in guiding the implementation of the project activities. This is to help resolve some technical issues that might affect the implementation of output activities. The Technical Working Group meets once a month for assessing and reviewing the implementing strategies for each component activity. The TWG consist of the Directors of responsible partners in the project and the Implementing Partner.

Furthermore, PIU has set up regular staff meetings for all the project component coordinators to assess, fast track the implementation of activities on ground and assist the coordinators with their progress reports including the quarterly work plans. Staff meeting are scheduled every fortnight. PIU has also established the administration meeting every fortnight prior to staff meeting, making sure the administration matters are being addressed according to the project time frame.

With these management responses undertaken so far this quarter, Project Implementation Unit would like to make some recommendations for the beneficiary of the project. These include the following:

1. Admin and Finance Officer needs intensive financial training at UNDP Fiji base office so she can be able to thoroughly master the use of UNDP financial tools and get to know the financial staff at Fiji Office.
2. Monitoring and Evaluation Officer needs intensive training for up skilling his capacity in the M&E area.
3. Need for Project Analyst, Mrs Loraini Sivo to pay a visit to PIU once a quarter for building up the confidence of coordinators and staff with their respective responsibilities.

4. Annexes

Find attached are the following documents:

- % Acquittal for Quarter 3 of 2016
- Quarter 4 work plan
- Update Project Risk Log
- Lessons Learned
- Implementation Progress Summary

PREPARED BY PM

Jackson Tambe
Project Manager
VCAP Project, Project Management Unit
Ministry of Climate Change Adaptation

Date: 20th July 2016

APPROVED BY NPD

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Date:

RECEIVED AND REVIEWED BY UNDP

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Date: