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## MINUTES OF THE THIRD PROJECT BOARD MEETING

Project title and number	<b>Building an Enabling Environment for Sustainable Development (BESD)</b> (Award ID: 000885640)
Starting date	<b>1 January 2019</b>
Completion date	<b>31 December 2020</b>
Date and venue of the board meeting	<b>13 March 2020</b> Raffles Hotel Le Royal

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13 March 2020  
RAFFLES HOTEL LE ROYAL  
PHNOM PENH  
CAMBODIA

## I. INTRODUCTION

The third Project Board Meeting was organized from 9:00 am to 12:00 pm. on 13<sup>th</sup> of March 2020 at Raffles Hotel Le Royal, Phnom Penh, Cambodia.

## II. ATTENDEES (please check the attendee list)

There were 29 participants (06 women)

No	Name	Organization
1	H.E. Dr. Tin Ponlok	Secretary General, National Council for Sustainable Development (NCSD), National Project Director/Chair of Project Board
2	Mr. Nick Beresford	Resident Representative, UNDP Cambodia
3	Ms. Johanna Palmberg	Counsellor, Governance and Climate Change, Embassy of Sweden
4	H.E. Victor Jona	Director General, General Department of Energy, Ministry of Mine and Energy (MME)
5	Mr. Ma Chansethea	Director, Department of Administration, Planning and Finance, NCSD
6	Mr. Meng Monyrak	Deputy Secretary General, National Council for Sustainable Development (NCSD)
7	Mr. Taing Meng Eang	Director, Department of Green Economy , NCSD
8	Mr. Kung Seakly	Department Director, Community Livelihood, MOE
9	Pak Sokharavuth	DDG, GDEP
10	Mr. Dek Vimeanraksmeay	Deputy Director, Department of Solid Waste Management ( SWM)
11	Khin Kheangly	Deputy Director, Department of Solid Waste Management ( SWM)
12	KEO Vanthoeun	Chief of Office, NCSD/DGE
13	Mr. Meas Sothunvathanak	Chief of Office, Community Livelihood, MOE
14	Mr. Chhin Sophea	Chief of Office, Department of Biodiversity NCSD
15	Thay Sereiratana	Official, Department of Solid Waste Management ( SWM)
16	Mr. Touch Sovann	Director, General Department of Energy, Ministry of Mine and Energy (MME)
17	Mr. Sarasy Chiphong	Deputy Director, General Department of Energy, Ministry of Mine and Energy (MME)

18	Mr. Chhun Bunnara	Head, Program Management and Support Division, National Committee for Sub-national Democratic Development (NCDD-S)
19	Mr. Chea Vanda	Deputy Chief Officer, Program Management and Support Division, NCDD-S
20	Mr. Oum Sony	Policy Specialist & Project Manager, UNDP Cambodia
21	Mr. Visal Veng	Energy Officer, UNDP
22	Mr. Donal Yeang	National Environment and Natural Resources Management officer, UNDP Cambodia
23	Ms. Kim Sreykhuoch	Project Assistant, UNDP
24	Dr. Moeko Saito Jensen	Environmental Policy Specialist, UNDP Cambodia
25	Mr. Leif Holmberg	Environmental and Climate Change Specialist
26	Mr. Kimheang Tuon	Communication Support, UNDP Cambodia
27	Mr. Keo Bunly	National Project Coordinator
28	Ms. Ly Ratanakserey	Finance Assistant, NCSD Contract Staff
29	Ms. Meach Sreythol	Administrative Assistant, NCSD Contract Staff

### III. AGENDA & OBJECTIVES

The third Project Board Meeting aims to:


1. Introduce and welcome the project board members at the meeting
2. Present and review project component-based workplan for 2019
3. Seek approval from the board members on the 2020 workplan and initial revised budget plan

Detailed agenda is as listed in Annex 1

### IV. KEY DISCUSSION POINTS AND ACTION

#### AGENDA ITEM 1: OPENING REMARKS

The meeting began with welcoming remarks from H.E. Dr. Tin Ponlok (NCSD), Mr. Nick Beresford (UNDP), and Ms. Johanna Palmberg (Embassy of Sweden).

**H.E. Dr. Tin Ponlok, NCSD**, welcomed guests, thanked the Embassy of Sweden and UNDP for financial and technical support. 



While noting that the business as usual model is no longer relevant, highlighted the criticality of this project (while being small and ambitious) in testing innovative approaches to turn liability into assets, and providing economic incentives to provide solutions. These include Payments for Ecosystem Services (PES), circular economy and solar energy.

He emphasized the importance of this last year's project activities to be planned and implemented in a manner to develop innovative models to provide effective solutions for environmental challenges related to natural resources management, waste management and energy. For this reason, highlighted the importance of revising project costing aspects (allocate adequate budget for implementation) in consideration of tradeoffs among any proposed solutions. Further requested the project to deliberate its sustainability and to seek to coordinate with other initiative such as the Sustainable Landscape and Eco-tourism project under the World Bank and other related initiatives.

**Mr. Nick Beresford, UNDP**, welcomed guests and thanked the Embassy of Sweden for providing funding support to the BESD project. Further thanked varying ministries for their leadership and collaboration for the project implementation. He also thanked the NCSO Project Management Unit for organizing that meeting.

While noting the ambitious nature of the project, emphasized its importance in testing innovative approaches for natural resources management, circular economy, and solar energy.


Noting the recent concerns over the Covid 19, he shed light on the importance of hand washing and following the advice of the Prime Minister to use appropriate greeting gesture of Cambodia that can help to prevent the spread of the Covid-19.

Also noted that a number of UNDP staff provided technical assistance to the project including Mr. Leif Holmberg, in supporting various aspects of the project and the UNDP Accelerator Lab team in testing plastic straw alternatives. Announced that a new energy advisor will be onboard starting from April.

He reiterated that the focus of this project is to design and develop workable pilots by the end of this year. For PES, in light of reduced water tables in both pilot sites, this year's priority should be to operationalize PES models, by using financial instruments such as surcharges for international tourists. For Circular Economy (CE), the priority should be to develop a workable CE model for Kep as well as to develop regulations on single-use plastic. For energy, it is important for the project to propose ways for integrating solar energy in a national energy mix.

Noting that the departure of Ms. Palmberg due to a new assignment, which she takes from late March in Stockholm, expressed sincere thanks to her for providing invaluable support for the project.

**Ms. Johanna Palmberg, the Embassy of Sweden**, reflected that this project started with a meeting with Dr. Moeko Saito Jensen, UNDP.

Despite the ambitious nature, highlighted the value of the project in bringing about and testing numerous ideas, and proposed practical solutions. 



Reflected on her best experience from the Kulen Mountain field visit, which took place in late February 2020. Noted that this visit provided her with in-depth insights into the challenging reality on the ground as well as the urgency to take immediate actions to protect the Mountain. She highlighted its vital role in providing water to downstream watersheds of Siem Reap town of ancient Angkor Wat Temples, and potentially significant adverse impacts of ongoing degradation of the Mountain on water supply and tourism in Siem Reap.

Drawing on this example, reiterated the urgency to get hard (scientific) evidence as a basis to provide most effective solutions for the environmental challenges.

Highlighted that biodiversity will be the core focus for Sweden's next country strategy and encouraged concerned parties to think outside the box and prepare a plan/proposal which applies an innovative approach drawing on existing lessons learnt from this project.

Further noted that due to the short time left, it is important to strategically use the budget to ensure to produce targeted results. Also inquired whether there is any way for proposing alternative energy to recently announced coal fire stations.

Announced her new assignment at headquarters to work on biodiversity.

**H.E. Dr. Tin Ponlok, NCSD** Acknowledged the instrumental role of Ms. Palmberg, in providing highly valuable feedback and guidance throughout the project and thanked her support to date.

## AGENDA ITEM 2: PRESENTATION

The third Project Board Meeting was chaired by H.E. Dr. Tin Ponlok (NCSD).

**Mr. Oum Sony, Policy Specialist, UNDP**, gave a presentation which covered:

1. Brief introduction on project components (Natural Resource Management, Circular Economy, Solar Energy);
2. Share Videos: three videos have been shared during the meeting, the first video is about the PES scheme, the second video related to Energy, while the last video was about the Solid Waste Management.
3. Updated on the decisions of the 2<sup>nd</sup> board meeting: he updated about the previous board meeting as in the second board meeting board agreed to 1) approve the budget revision 2) If budget revision is less than 10% among each component, the team can make this change, 3) reducing targets and the new budget lines will not impact the overall budget goal and expected targets and 4) No further project board meeting to be proposed for the year.
4. Overall project status, he summarized the staff movement and back-up support, and key changes of responsible parties such as MEF and SEAC. BESD video was played to highlight the achievements of the project in 2019.

**Output 1: Natural Resource Management (NRM)**  

**Mr. KUNG Seakly**, Department Director, MOE provided updates **Output 1.1** Sustainable NRM & Community Livelihoods

**1) Key Update**

- a) Strengthened the capacity of a total of 183 Community Protected Areas members (CPA) created a group on Telegram so that they can inform each other.
- b) Installed 101 demarcation poles in Prasat Krahorn watershed

**2) Lessons Learned**

- a) Networking and capacity building events created a crucial opportunity for CPAs
- b) Important to closely align project priorities with government priorities

**3) Priorities for 2020**

- a) Review/redevelop 5 CPA by-laws, official registration and declaration (MoE Prakas)
- b) Develop CPA Management Plans and Organize CPA network meeting and workshop
- c) Provide targeted capacity building for CPAs in coordination with PDoE

**H.E. MENG Monyrak**, Deputy Director General, NCSD provided updates on **Output 1.2:** Payment for Ecosystem Services (PES)

**1) Key Update**

- a) Research completed on Kulen and Kbal Chhay regarding PES options, water assessment, and willingness to pay/donate in Kulen
- b) National Dialogue on PES conducted in September 2019
- c) Policy development

**2) Lessons Learned**

- a) Water demand has dramatically increased due to urbanization and department
- b) Water supply shortage is caused by fragile ecosystem function and watershed change


**3) Priorities for 2020**

- a) Develop joint *Prakas* for fee collection
- b) Pilot PES mechanism in Kbal Chhay and Phnom Kulen

## **Output 2: Circular Economy**

**Mr. CHHUN Bunnara**, Head of Programme Management and Support Division, NCDD-S provided updates on **Output 2.1:** Municipal pilot for circular economy (Kep)

**1) Key Update**

- a) Circular Economy Pilot in Kep - Municipality level
  - i) Participated in an exchange trip on SWM in Kampong Cham on 10 October 2019
  - ii) Incorporated circular economy model (3Rs) in the Kep 3-year rolling plan for 2020
- b) Circular Economy Pilot - Industrial level
  - i) Conducted air quality assessment of a new waste-to-energy solution. Mr. Leif Holmberg also explained the concern caused by dioxide emissions coming out the uncontrolled combustion of the on-site incinerators and contaminated fuel inputs. 



**2) Lessons Learned**

- a) Municipal pilot
  - i) Need to work closely with GGGI and Asia Foundation to create a workable CE model
- b) Industrial pilot of on-site waste to energy
  - i) Identified the critical need to institute measures to control safety

**3) Priorities for 2020**

- a) Municipal pilot
  - i) Develop a workable circular economy model for a small city like Kep for replication
- b) Waste to Energy (Industrial pilot)
  - i) Develop a monitoring mechanism/guideline for on-site incinerators (SWMD)

**Mr. TAING Meng Eang**, Department Director MoE provided updates on **Output 2.3-2.4**: Development of enabling policies and measures for circular economy

**1) Key Update**

- a) Awareness raising
- b) Research & policy development
- c) Stakeholder engagement

**2) Lessons Learned**

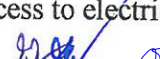
- a) A comprehensive approach, which covers the entire waste value chain is required
- b) Awareness raising is a prerequisite before implementing regulations
- c) Strategic communication is key to outreach a wider segment of a society
- d) Provision of alternatives to plastic is crucial for Cambodia

**3) Priorities for 2020**

- a) CE policy
  - i) Develop a national Circular Economy Roadmap
  - ii) Develop a sub-decree on single-use plastic straws and Styrofoam (foam packaging)
  - iii) Amend the expansion of Sub-decree 168 for mini-marts
- b) Awareness raising
  - i) Organize circular economy/plastic campaign and market research on plastic bags
  - ii) Develop educational materials on Solid Waste Management

**Output 3: Solar Energy**

**H.E. Victor Jona**, Director General, General Department of Energy (GDE), Ministry of Mines and Energy (MME), noted that a recent inter-ministerial meeting on Waste to Energy led to a decision to open bidding process for Waste-to-Energy (WTE) in Phnom Penh. The Finnish consultancy company Poyry will support the development of a bidding document According to the World Bank's target, by 2020 Cambodia will reach the 100 % target for electricity access. Yet, there remain some villages without access to electricity.

- The total number of villages lacking access to electricity is 243 villages (1.7 %).
- Types of villages lacking access to electricity are ones on islands (50 villages are in island) and floating villages. 

The government now has the following yearly targets for energy access (97% by 2020, 99% by 2021, and 100% by 2022).

**Mr. Chiphong Sarasy**, Deputy Director, Renewable Energy and Other Energy department, provided updates on **Output 3**.

**1) Key Update**

- a) Provision of solar energy for 100 off-grid households
- b) Support for business innovation
- c) Building technical capacity for solar
- d) Awareness raising

**2) Lessons Learned**

- a) Existing energy related regulations hinder opportunities for mainstreaming solar
- b) Need for convincing economic case to highlight the importance of solar
- c) Budget allocated for providing energy for off-grid 100 households is too small

**3) Priorities for 2020**

- a) Make convincing economic cases for solar
- b) Study visit to Sweden for key decision makers to learn about benefits of renewable energy
- c) Improve energy access for 100 households in rural communities
- d) Complete business support for 4 selected teams
- e) Raise awareness about solar
- f) Finalize solar home system (SHS) guidelines, and off-grid solar technologies


**Main comments**

**H.E. Dr. Tin Ponlok**, NCSO requested UNDP to share videos with relevant focal points and make the following changes:

- The reference to “poor communities” should be changed to “communities in remote areas”
- Reflect the reality that despite that both numbers of rangers and the MoE budget have increased substantially, there remain shortages of human and financial resources, which continue to pose challenges for the effective management of protected areas.
- Energy video also needs to reflect H.E. Victor Jona’s update on statistics of access to energy and the growing demand from grid expansion.
- Present messages in more positive and more forward-looking manners.

**Ms. Johanna Palmberg**, the Embassy of Sweden, commended the project team, for making significant improvements in the ways by which project information and data is presented.

Further recommended for the project team to consider the most effective ways to communicate project related information by reflecting on who the target audience are, and what key messages need to be delivered.

**Mr. Nick Beresford**, UNDP, concurred the recommendations that the messages needed to be reviewed, and presented in a clear and positive manner. 



Remarked on the need to further monitor and ensure compliant air quality from incinerators.

Noted on the Korea government's interest in solar pumping (indicative budget 2 million) as a potential source of future funding for the solar component.

### AGENDA ITEM 3: PRESENTATION ON PROJECT MANAGEMENT

**Mr. Oum Sony, Policy Specialist, UNDP**, updated the project board, covering project management, risk management, lessons learned and proposed changes.

- 1) Proposed Changes include:
  - a) Loss of exchange: **\$91,042.71 (-4.5%)** is eliminated in budget planning, resulting in the total budget is of **\$2,037,225.29**, plus \$160,800 in-kind co-financing from NCSD.
  - b) **Output 1: CBNRM**: Reduced by \$40,685.75 (7.8%) to accommodate the loss of exchange rate.
  - c) **Output 2: Circular Economy**: Reduced by \$25,553.66 (3.6%) to accommodate the loss of exchange rate.– increased the budget for business challenge to **\$60K from \$35K**.
  - d) **Output 3: Solar Energy**: Reduced by \$15,246.89 (2.7%) – as above and reallocation of \$20,406 from SEAC to support required cost of the installation of the SHS for 100HH under MME LOA, increasing this SHS budget from **\$32K to \$70K**.
  - e) **Project Management Cost**: Reduced by \$9,556.41 (2.9%) due to the proportion of exchange loss and savings from vacant positions.
  - f) **\$147,087.07** unspent fund in 2019, but only **\$55,933.09**, is carried forward to the 2020 budget.
- 2) Risk update and strategies
  - a) Some budget are unrealistic which requires budget reallocation as proposed above
  - b) Staff movement is causing disruption of the project implantation such as component 3, budget Sweden and UNDP funded positions could have provided back-up support.
  - c) Letter of Agreements were delivered in last 2019, but all detailed plans and focal points are in place to deliver agreed outputs and clearer grant implementation guidelines were trained.
- 3) Lessons learnt
  - a) BESD can provide support to service providers for institutional capacity building to ensure longevity of the project.
  - b) BESD is testing innovative approaches, such as PES and CE that requires policy support and participation from the key actors.
  - c) Strategic awareness raising is an effective means for reaching a wider society.
  - d) Annual leaning forum is a platform to bring all key actors to share their concerns and plan while leveraging financial and technical assistance. *Jy Dh ✓*

### Main comments

**Mr. Nick Beresford, UNDP** emphasized the importance of timely and full completion of the project activities, by the end of 2020 and further noted on the possible availability of additional resources, if necessary, to accelerate the activities to maximize results and impacts.

**Ms. Johanna Palmberg, Embassy of Sweden**, while welcoming the possibility of additional resources, noted that administrative steps and procedures should be followed - subject to the steering committee's review and approval.

Highlighted the importance to derive lessons from this project and noted the importance of the final project evaluation to assess and reflect on project progress and results and identify ways forward.

### AGENDA ITEM 4: CONCLUDING REMARKS


**Ms. Johanna Palmberg, Embassy of Sweden**, shared her insight that it is important to think outside the box, and to strategically engage relevant people to bring about real changes on the ground, while drawing on lessons learned so far.

It is crucial to calculate and make visible trade-offs, e.g. societal gains, and environmental loss. Such information can help making informed political decisions, in a manner that balances between environmental and economic costs and benefits. For instance, for PES and Circular Economy, trade-offs should be made visible to make sometime hard decisions in a manner that benefits a wider segment of society in the long term.

**H.E. Dr. Tin Ponlok, NCSD** concurred with Ms. Palmberg on the need to quantify the costs and benefits of environmental use/conservation in order to identify most appropriate policy interventions. He further emphasized the importance to optimize different interests and priorities—taking into account existing resources and country priorities.

**Mr. Nick Beresford, UNDP** noted that UNDP had been working with the government and DP for a number of years to address national interests. Sincerely thanked Ms. Palmberg for supporting the project and providing the opportunity for UNDP to engage and pilot new ideas and innovation in the project.

**H.E. Dr. Tin Ponlok, NCSD** commented that overall, the project made good progress despite the slow start in the beginning. Noted that the clear labor division and coordination mechanisms worked well, which enabled the project to effectively achieve project targets thus far. He expressed full confidence for the project to successfully manage the challenging task ahead in producing viable models for PES, waste management and off-grid energy supply for upscaling and replication.

Expressed his appreciation for the spirit of cooperation and collaboration on cross-cutting issues as well as for the openness and collaboration, the project demonstrated this is possible. 



Noting the privilege to work with Ms. Palmberg, wished her the best for the new assignment. Thanked Mr. Beresford and UNDP colleagues and thanked NCSD, MoE, MME and NCDDS for working tirelessly to provide support for the project.

### Key points of recommendations raised during the PEB meeting

#### On budget reallocation

- Recognizing that the project needs to achieve tangible results as a final year and considering the situation with Covid-19 that larger meetings may be less frequent, the board suggested that the implementing departments of these activities review their budgets for possible re-allocation from meetings and workshops to on the ground activities piloting PES- and circular economy in Kep as models to be replicated (for example investment in waste collection and sorting facilities).
- Larger re-allocations of budget should be submitted to the board in accordance with modalities in the project document agreement

#### On videos


- UNDP was requested to share videos with relevant focal points and make the following changes:
  - The reference to “poor communities” should be changed to “communities in remote areas”
  - Reflect the reality that despite that both numbers of rangers and the MoE budget have increased substantially, there remain shortages of human and financial resources, which continue to pose challenges for the effective management of protected areas.
  - Present messages in more positive and more forward-looking manners.

#### Ways forward

- This last year’s project activities should be planned and implemented in a manner to develop workable models to provide effective solutions for environmental challenges related to natural resources management, waste management and energy.
- Important to think outside the box, and to strategically engage relevant people to bring about real changes on the ground, while drawing on lessons learned so far.
- It is also crucial to quantify the costs and benefits of environmental use/conservation in order to identify most appropriate policy interventions.

#### Board approvals:

The board approved

- The annual progress report and the reporting of expenditure for 2019
- The revised budget and annual work plan for 2020
- Risk and strategy of the project 

Minutes Taker



Mr. Bunly Keo, National Project Coordinator  
Date: March 13, 2020

Seen and approved by




**H.E. Dr. Tin Ponlok**  
Secretary General of the NCSD  
Co-Chair of Project Board/Project Director  
Date: 26.03.2020

Seen and approved by



**Mr. Nick Beresford**  
Resident Representative, UNDP Cambodia  
Co-Chair of Project Board  
Date: 01-Apr-2020



**Annexes:**

- Annex 1: Final 3<sup>rd</sup> BESD PEB Meeting Agenda
- Annex 2: Presentation of the 3<sup>rd</sup> Board Meeting
- Annex 3: Attached Budget and Annual Workplan Revision for BESD Project 



**Annex 1: Final 3<sup>rd</sup> BESD PEB Meeting Agenda****Project: Building an Enabling Environment for Sustainable Development (BESD)****Date: 13 March 2020****Time: 09:00 am – 12:00 pm****Venue: Raffles Hotel Le Royal**

Time	Content	Representative
8.30 – 9.00	Arrival of participants and registration	NCSD/UNDP/Sweden
9.00 – 9.05	Remarks from UNDP	<b>Mr. Nick Beresford</b> Resident Representative, UNDP Cambodia
9.05 – 9.10	Remarks from the Embassy of Sweden	<b>Ms. Johanna Palmberg</b> Counsellor – Governance and Climate Change, Embassy of Sweden
9.10 – 9.15	Opening Remark from the NCSD/GSSD	<b>H.E. Dr. Tin Ponlok</b> , Secretary General of the National Council for Sustainable Development (NCSD) and BESD Project Director
9.15 – 9.30	<b>Session 1:</b> Overall progress of project (presentation/video)	<b>Mr. Sony Oum</b> Policy Specialist/Project Manager
9.30 – 10.15	<b>Session 2:</b> Project progress update, challenges and 2020 workplan: <ul style="list-style-type: none"> <li>• Output 1: NRM and PES (3-mn video -TBC)</li> <li>• Output 2: Circular economy (3-mn video - TBC)</li> <li>• Output 3: Solar Energy (3-mn video -TBC)</li> </ul>	<b>Focal Points (TBC)</b> from responsible partners: NCSD, NCDDS, MoE, MME (15min/each output) <ul style="list-style-type: none"> <li>• Mr. Kong Seakly and Mr. Meng Monyrak</li> <li>• Mr. Taing Meng Eang, Mr. Dek Vimeanraksmeay and Mr. Chhun Bunnara</li> <li>• H.E. VICTOR Jona</li> </ul>
10.15-10:30	<b>Q&amp;A</b>	<b>All Participants</b> Facilitated by <b>H.E. Dr. Tin Ponlok</b> , Secretary General, NCSD and BESD Project Director
10.30-10.45	Coffee Break	
10:45-11:30	<b>Session 3: Presentation:</b> <ul style="list-style-type: none"> <li>• Proposal for budget revision in 2020 and Risk update</li> <li>• <b>Other items</b> for discussion brought forward by the members of the BESD Project Board (e.g. lessons learnt)</li> </ul>	<b>Mr. Sony Oum</b> Policy Specialist/Project Manager  <b>All board members</b>
11:30 -12:00	<b>Approval and Concluding Remarks:</b> <ul style="list-style-type: none"> <li>• Proposed changes of the BESD Project</li> <li>• Recommendation and action points</li> </ul>	<b>Ms. Johanna Palmberg</b> Counsellor – Governance and Climate Change  <b>Mr. Nick Beresford</b> Resident Representative, UNDP  <b>H.E. Dr. Tin Ponlok</b> Secretary General, NCSD
12.00	Lunch at the hotel	

Note: The agenda may be subject to change without notice based on the real circumstance.  

**Annex 2: Presentation of the 3<sup>rd</sup> Project Board Meeting**

See the separate attached file.



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**Annex 3: Attached Project Budget and Annual Workplan Revision 2019-2020**

See the separate attached file.



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