

**MINUTES OF THE MEETING ON PAC  
FOR "UNDP SUPPORT TO LAO PDR WATER AND WETLAND POLICY PROJECT"**

Country Office: UNDP Vientiane

Date: 13 September 2007, from 10:10 to 11:10 hrs

Attachment:

1. List of participants
2. Meeting agenda
3. Handout of the presentation
4. Photos

## **1. Background**

LWP was first developed in February 2006 with the aim at strengthening of capacities for sustainable wetlands biodiversity conservation and sustainable use at national and local levels. Since then, the LWP proposal has been revised and improved thoroughly several times with strong participation of concerned stakeholders.

In accordance with the principles stipulated in the Results Management Guidelines for UNDP project and programme management, and upon request of the Environment Unit, this PAC Meeting is organized for the LWP project by UNDP Lao PDR

The purpose of this meeting is to bring the relevant stakeholders together to review, discuss, and refine the proposal.

## **2. Introduction and presentation**

Ms. Sonam, Chair of the meeting thanked all the participants for their attendance in the meeting. She mentioned that the subject of water and wetlands is now becoming increasing attention from societies at large. LWP is a reflection of the special attention of the GoL and UNDP on it. She urged all parties to pay special attention in building effective coordination, strengthening of partnership and increasing ownership, which are among the most critical factors influencing the project results since the project is to be involved with multi-stakeholders in wetland policy making and institutional arrangements, capacity development in wetland management, and also sustainable communities' livelihood improvement. After introduction by participants, the chairperson then invited the LARReC representative to make a presentation on the LWP proposal.

Mr. Khamphet Roger introduced briefly the background, formulation process, and concept of the LWP.

In 2004-2006, as one of the co-financial donors, UNDP provided financial support to four riparian countries in the Lower Mekong basin for implementing of a regional Mekong Wetland Biodiversity Conservation and Sustainable Use Programme, known as MWBP. Originally, the programme was designed for two phases: Phase A covered for 2004 to 2006, and Phase B for 2007 to 2009. However, the Phase B could not get started and the project had to be terminated prematurely due to the cancellation of a major donor pledge.

LWP will yet build on the experiences gained from the implementation of the MWBP. The project development objective is to strengthen capacities for sustainable use of Lao PDR wetlands. The immediate objectives include: 1) to strengthen national wetland management regulations and policies, and 2) to support the livelihood of rural communities depending on wetlands in Attapeu Province. Major project outputs include: provision of recommendations for national wetland regulations and policies, supporting RAMSAR Convention accession for Lao PDR, formulation of wetland management plan at target village, sub-village, and district/provincial levels in Attapeu Province, and supporting communities' livelihoods through village funds, trainings, marketing and processing of wetlands and

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non-timber forest products, and income generation opportunities based on improvement of agricultural activities.

The project will be implemented in participatory manner encouraging the partnership with International organizations, Governmental organizations, including mass organizations, and non-governmental organizations, especially those who are working with natural resources. LWP will be operated at two levels:

1. **National level** – in which the focus will be on: 1) providing recommendations for the formulation of national wetland management policy and regulations; and 2) supporting Lao PDR in acceding the RAMSAR Convention.
2. **Local level** – in which capacity for wetland planning for target authorities at provincial, district and village level will be strengthened. Activities on alternative livelihoods improvement will also be supported.

The National Agriculture and Forestry Research Institute (NAFRI) under Ministry of Agriculture and Forestry will act as the key National Project Implementing Partner. At national level, two working groups are to be established: Working Group on Ramsar- Community fisheries, to be led by Living Aquatic Resources Research Centre (LARReC), and Working Group on Legal Framework, to be led by Department of Livestock and Fisheries (DLF). A working Group on Livelihoods and Integrated Wetland Management Planning will be established in Attapeu Province. The working group will be led by the Provincial Agriculture and Forestry Office of Attapeu Province (PAFO).

The project board consists of five members: two Senior Suppliers (one person from UNDP Country Office and one person from LARReC), a person from the NAFRI as Executive, and two people as Senior Users (one from PAFO and other one from the DLF). The NAFRI will assign the Project Manager. The UNDP will assign the Project Assurance.

The presenter has requested the meeting to consider and approve the proposal. The Chair took note of the progress of the LWP preparation and invited the participants to provide comments on it.

### 3. Comments and points of discussion

- 3.1 Mr. Peter-John Meynell mentioned that it is good to recognize the risks of multi-partner in the project involvement.
- 3.2 Mr. Juha asked if the project can start earlier. Mr. Khamphet replied that some activities can start immediately, for instance, consultation with communities on planning or some preparatory work. But there are certain activities that are dependent on biological process and actions that need to be taken on time.
- 3.3 Mr. Juha asked about the composition of the project board, and who will be the Executive. Mr. Khamphet answered that so far NAFRI agreed that Dr. Monthathip Chanphensay, Director General of NAFRI, is supposed to hold the Project Board Executive position.
- 3.4 Ms. Sonam asked for comments from the representative of PAFO on the project concept. Mr. Vongthong confirmed that both PAFO and the concerned authorities are happy with the project concept and plans. They have been involved with the development of this project and the province appreciates the continued support from UNDP on wetlands.
- 3.5 Mr. Phouvieng Latdavong questioned the possibility for a new phase for LWP. Ms. Sonam responded that there is room for an extension, but it is too early to consider this issue and UNDP would prefer to see the results first. UNDP suggested that the project maintain the given timeframe.
- 3.6 Mr. Khamphet requested UNDP to release some advance for carrying out some urgent activities related to the RAMSAR Convention ratification for Lao PDR. Ms. Sonam suggested that the project run according to the planned schedule.
- 3.7 Ms. Vilaythone asked for clarification on the reporting line in the section on management arrangements. She recommended that the LWP team keep the DIC inform every quarter. She also suggested that the LWP project document be submitted to DIC as well. Mr. Khamphet explained that the reporting system is well described in the proposal. Ms. Sonam added that the standard coordination rules between UNDP and GoL will certainly be followed.
- 3.8 Ms. Vilaythone asked how the villages trust funds to be managed. Mr. Vongthong responded that the village revolving funds committee is to be established in four target villages. The relevant rules and regulations for fund control will be formulated and agreed by the communities. The PAFO has an overall responsibility over the use of the funds.
- 3.9 Mr. Mathias raised the question on partnership with other agencies (IUCN, MRC, etc.) or linkages with other initiatives in the country. Ms. Morgan cited that IUCN Lao will participate in this project's implementation as a technical assistant. IUCN Lao will be working in Attapeu Province in the near future, particularly on watershed issues, which will help to integrate this project into other works supported by PAFO in the province. Mr. Phoukhong expressed that the LWP is fully aligned with the

GoL policies and strategic plans on poverty alleviation, and on environment protection and sustainable development. Also, it is in line with the international convention on Human Rights. With regard to the RAMSAR Convention, he suggested that the LWP do more for generating useful information for the government for policy and decision making. Mr. Khamphet said that the project will keep cooperating and coordinating all stakeholders in the future.

#### 4. Decisions and recommendations

There is an overall support to the project from all parties. Therefore, the Chair has concluded that the LWP project proposal be approved. The meeting, however, recommended that the project should further improve and work on the following aspects:

1. Project management arrangements:
  - Finalize the project management arrangements within 3 months (title/function of each position/participant need to be spell out);
  - detailed output-oriented work plan should be further revised and improved in order to make sure that it is practicable and the project runs smoothly as planned;
  - conduct micro assessments on the national project implementing partner capacity (technical, managerial, administrative, and financial capacity) before implementation begins
2. Others:
  - Normal rules and procedures for UNDP-Government of Lao PDR Cooperation should be followed (Department of International Cooperation of Committee for Planning and Investment, and Ministry of Foreign Affairs to be informed officially of the LWP development)
  - Pay special attention to risk management
  - Coordinate and collaborate with WREA on RAMSAR on related issues
  - Start immediately those activities that may not necessarily request substantial funds rather than waiting until January 2008

#### 5. Conclusion

The meeting has been undertaken in an effective way and its objectives have been achieved as planned. The participants attending the meeting represented the majority of the key target groups. The Chair expressed her thanks to all participants for their active participation and wished the project a great success.

The meeting closed at 11:10 hrs.

Date: 13 September 2007

Approved:



Sonam Yangchen Rana

**Attachment 1: List of participants**

<b>Full name</b>	<b>Organization</b>	<b>Resignation</b>
1. Ms. Sonam Yangchen Rana	UNDP Lao PDR	Resident Representative (Chair)
2. Ms. Vilaythone Sounthonexaymongkhoun	UN Division, Department of International Cooperation (DIC), Committee for International Cooperation (CPI)	Deputy Director
3. Mr. Phoukong Sisoulath	International Law Project, Ministry of Foreign Affairs	Project Manager
4. Mr. Peter-John Meynell		Former UNDP Team Leader for MWBP
5. Mr. Bounthong Saphakdy	Department of Livestock and Fisheries (DLF), MAF	OIC Director General
6. Mr. Khamphet Roger	Living Aquatic Resources Research Centre (LARReC), MAF	Deputy Director
7. Mr. Phouvieng Latdavong	National Agriculture and Forestry Research Institute (NAFRI), MAF	Deputy Director
8. Mr. Lieng Khamsivilay	LARReC	Director
9. Mr. Vongthong Gnotleusay	Provincial Agriculture and Forestry Office (PAFO), Attapeu Province	PAFO Representative
10. Mr. Douangkham Singhanouvong	LARReC	Former National Director of MWBP Lao PDR
11. Ms. Khampheng Homsombath	LARReC	Technical Staff
12. Ms. Morgan Galland	IUCN Lao PDR	Programme Officer
13. Mr. Xiong Tsechalicha	IUCN Lao PDR	Programme Officer
14. Ms. Mariko Harada	UNDP Lao PDR	Unit Manager/UXO
15. Mr. Mathias Meier	UNDP Lao PDR	Programme Analyst/GPAR Cluster
16. Mr. Juha-Pekka Snakin	UNDP Lao PDR	Manager/ Environment Unit
17. Ms. Sirixai Phanthavong	UNDP Lao PDR	Programme Analyst, Environment
18. Mr. Singha Ounniyom	UNDP Lao PDR	Programme Analyst, Environment
19. Ms. Phanomphone Phomsouvanh	UNDP Lao PDR	Programme Associate/ Environment Unit

**Attachment 2: AGENDA**

Project Appraisal Committee (PAC) meeting for project "Support to Lao PDR Water and Wetland Policy (LWP)"

Date: Thursday, 13 September 2007

Venue: UNDP Conference Room (Operations Building)

Time: 10:00-11:00 hrs

No.	What	Approximate Time	Who
1	Welcome and introductions	10 minutes	Chair and all participants
2	Overview of the LWP Project	15 minutes	Mr. Khamphet Roger
3	Comments and responses	25 minutes	All
4	Summary for LWP Project	5 minutes	Chair
5	Closing	5 minutes	Chair

### **Attachment 3 : Handout on LWP**

Project Appraisal Committee (PAC) Meeting for project "UNDP Support to Lao PDR Water and Wetland Policy (LWP)"

13 September 2007

Presented by Khamphet Roger, Deputy Director General of Living Aquatic Resources Research Centre, National Agriculture and Forestry Research Institute, Ministry of Agriculture and Forestry

#### **Background:**

- Lao PDR completed the national component under Regional Programme on Wetlands Biodiversity Conservation (MWBP) in December 2006
- Lao PDR is a signatory of several Multi-Environmental Agreements and being studying the RAMSAR Convention
- **Start preparing the LWP proposal:** February 2006
- Lao PDR completed the national component under Regional Programme on Wetlands Biodiversity Conservation (MWBP) in December 2006
- Lao PDR is a signatory of several Multi-Environmental Agreements and being studying the RAMSAR Convention
- **Start preparing the LWP proposal:** February 2006
- **Potential implementing partner:** Living Aquatic Resources Research Centre (LARReC), Department of Livestock and Fisheries (DLF), and Provincial Agriculture and Forestry Extension Service Office (PAFO) of Attapeu Province
- **Funding:** UNDP TRAC Funds- US\$ 140,000 (committed), Government- in kind contribution - US\$22.650
- **Estimated Starting Date:** January 2008
- **Duration:** 12 months

#### **Current status:**

- The draft proposal completed, reviewed by both UNDP CO and the Government
- LPAC Meeting to be held at UNDP Vientiane by Mid September 2007

#### **Objective:**

- Long term:
  - To strengthen capacities for sustainable use of Lao PDR wetlands.
- Immediate:
  - To support the strengthen national wetland management policies
  - To support rural communities' livelihood depending on wetlands in Attapeu Province

#### **Strategy**

- Following the UNDP Results Management Guidelines, Atlas, and NEX Modality
- Building on lessons and work undertaken under Mekong Wetland Programme (MWBP) phase A
- Emphasizing on Technical & institutional capacity development
- Mainstreaming of Wetland related issues into the implementation of development strategies/policies (NSED, NGPES, MDGs (G1&G7), NBSAP 2010, FS 2020, UNDAF 2011(G1), MYFF (G3))
- Focusing on Wetland policies formulation and implementation of RAMSAR Convention
- Providing support for poor families livelihoods improvement at local level
- Involving of International/regional & national consultants for inputs
- Applying participatory planning approach
- **Partnership:** MAF(NAFRI, LARReC, DLF), NUoL, NSC, Attapeu Province, IUCN.

#### **Process:**

- Conduct a Case study on Siphandone Wetland Economic Value and on Community-based Fisheries Management
- Review national policies related to wetland management
- Strengthen linkages between integrated watershed management (IWM) planning approaches with wetland approach at village, district and provincial levels
- Support to pilot livelihood activities in Attapeu

#### **Outcome 1: RAMSAR Convention in Lao PDR strengthened**

##### **Output:**

- Technical report on Siphandone Wetland value prepared.
- Knowledge and understanding of Gov. Decision Makers on economic value of wetlands improved
- Ratification of RAMSAR Convention considered by GoL

Attachment 4: Photos from the meeting





24 September 2007

Dear Dr. Monthathip,

**Subject: UNDP Support to Lao PDR Water and Wetland Policy Project (LWP)  
- PAC Minutes of the Meeting dated 13 September 2007**

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Please find enclosed a copy of the minutes of the meeting of the UNDP Project Appraisal Committee (PAC) for LWP dated 13 September 2007.

As you can see in the minutes, the PAC has approved the proposal with a few constructive comments and recommendations for further improvement.

To promote the final project approval process, I am happy to inform you that the UNDP Lao PDR has committed to providing support to the LWP amounting to US\$140,000. These funds can be released for the activities in January 2008 onwards and they have to be spent within one year. It is essential that the LWP project document and annual work plan be finalized and signed by the Lao PDR Government and UNDP Lao PDR officially, and the micro assessments on the national project implementing partner's capacity be carried out before the project implementation begins.

We look forward to working with your institute and supporting the realization of this project.

Yours sincerely,

  
Sonam Yangchen Rana  
Resident Representative

Dr. Monthathip Chanphengxay  
Director General  
National Agriculture and Forestry Research Institute (NAFRI)  
Ministry of Agriculture and Forestry (MAF)  
Vientiane

CC: Mr. Lieng Khamsivilay  
Director General  
Living Aquatic Resources Research Centre/NAFRI/MAF